McIntosh Lake | City of Longmont

2025 PROPOSED

OPERATING BUDGET

CITY OF LONGMONT

City of Longmont, Colorado
2025 PROPOSED OPERATING BUDGET

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Assistant City Manager

Zach Ardis
Chief of Public Safety

Eugene Mei
City Attorney

Joni Marsh
Assistant City Manager

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For the Fiscal Year Beginning

January 01, 2024

Christopher P. Morrill

Executive Director

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TO: Honorable Mayor and City Council

FROM: Harold Dominguez, City Manager

DATE: September 17, 2024

SUBJECT: 2025 Proposed Operating Budget

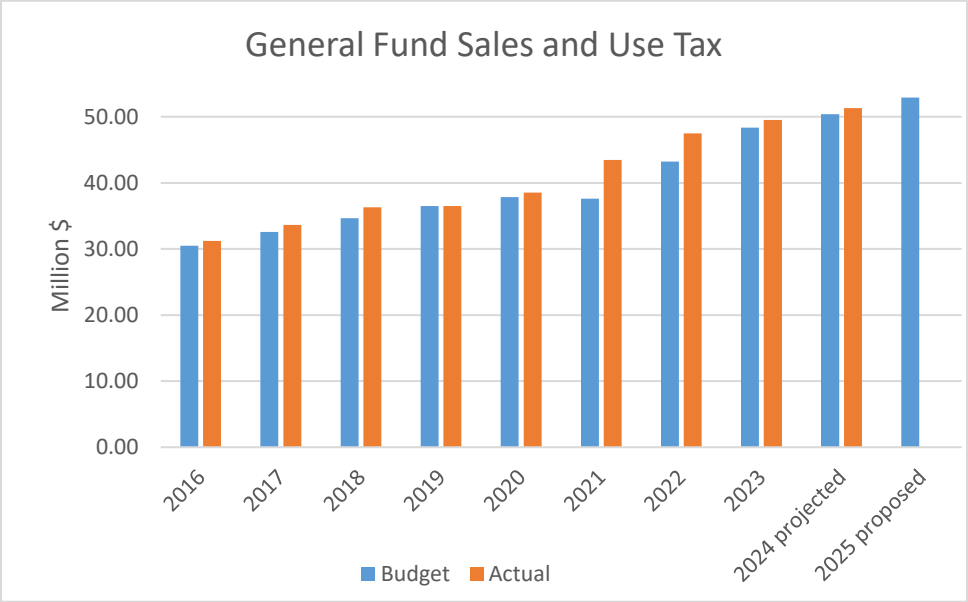
I hereby present to you the 2025 Proposed Operating Budget for the City of Longmont, as required by the Longmont City Charter. It is a balanced budget with no tax rate increases. The total proposed operating budget for 2025, including all funds, is $469.67 million, which is $25.72 million more than the budget adopted for 2024. This is a 5.79% increase from the 2024 budget of $443.95 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 6.8% in electric rates, and an average increase of 10% in sewer rates, that were approved in separate ordinances previously adopted by the City Council. There will also be increases to certain recreation fees. Approximately $31.48 million in accumulated fund balances will be drawn down in 2025, primarily to meet capital improvement needs.

This proposed budget has been very challenging in a number of ways that have all led to our only being able to present a summary budget to you in advance of the September 1st City Charter deadline. We now present to you the typical line item budget that is required to be adopted by the City Council under the City Charter. Uncertainty over sales & use tax and property tax revenues, extended collective bargaining, delays in key data needed for setting citywide expenses and initial gaps between projected revenues and expenditures all contributed to our inability to compile a full line item proposed budget to present at the August 27th meeting.

The $25.72 million increase in the total operating budget for 2025 is driven by growth of over $28 million in five individual funds, the General Fund, the Electric & Broadband Fund, the Water Fund, the Sewer Fund and the Streets Fund.

Projected growth in sales and use tax revenue and fees revenue in this proposed budget helps allow our operating funds to maintain service levels and provide market pay adjustments to employees. Previous debt financing and fund balances are funding continued expansion and improvements to our utility infrastructure and City facilities. Longmont continues to experience growth in both the residential and commercial areas, and this budget strives to position the organization to respond to that growth.

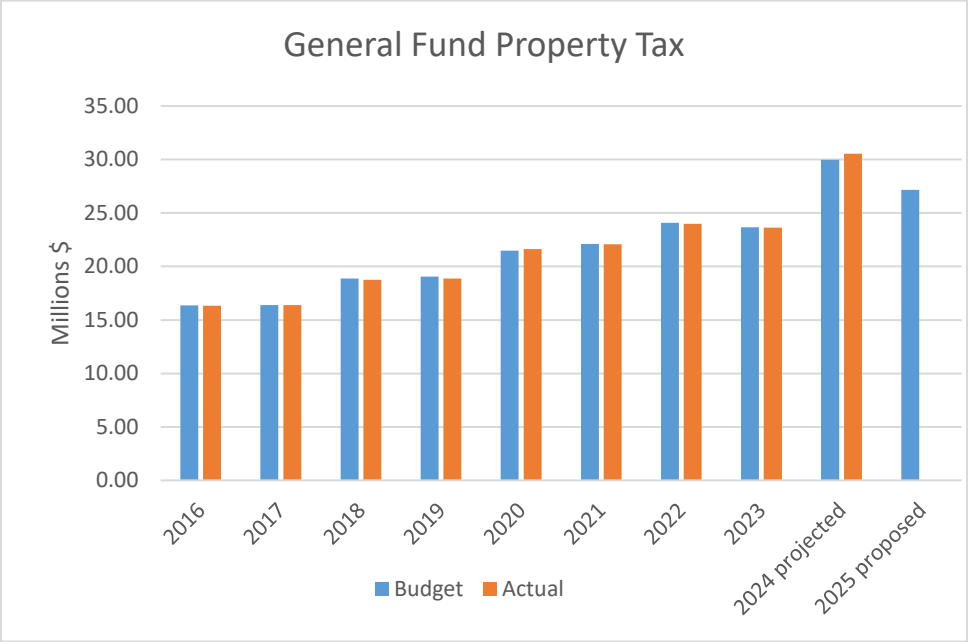
Other than charges for services in the enterprise funds, sales and use tax and property tax are the two key drivers of resources in our proposed budget. The performance of these two tax sources has a significant impact on the City's annual budget, particularly for the General Fund. It is important to understand what influences the performance of both of these tax sources and how they are being projected and budgeted for 2025.



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. Except for 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 2023 were also somewhat conservative leaving us with a budget for 2024 that is 1.53% above actual 2023 sales and use tax revenue.

Sales and use tax activity in 2024 is up 4.6% through six months. The first four months of 2024 were boosted by strong growth in sales tax as they were the final four months in the first full year of revenue from Costco which opened in May of 2023. Use tax had a strong start as well in the first four months with building permit use tax and out of town vehicle sales experiencing a couple of very strong months for each. May and June did not experience as much success with sales tax slowing once Costco reached its thirteenth month and use tax down in all major categories in both months. These recent negative trends are definitely concerns as we look ahead. In considering the revenue projections we were cognizant of all these trends and outliers as well as the slowing of inflation. For this proposed 2025 budget there is $2,133,745 of new ongoing sales and use tax revenue for the General Fund. That is compared to $2,047,881 in the 2024 budget. Further, of that $2,133,745 increase in

budgeted sales & use tax revenue, $127,500 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, $1.8 million in 2022, and 6.3 million in 2024. 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.

The most recent reassessment was in 2023 with the final assessed values intended to initially impact the 2024 budget. In May of 2023 the County Assessor released preliminary values that indicated an increase of 36.5% for 2023 values. The State legislature passed Senate Bill 23-303 to put on the November 2023 ballot Proposition HH that would reduce property taxes and voter-approved revenue change. That proposition was not approved by the voters. Within weeks the Governor summoned a special session of the legislature resulting in the passage of SB23B-001 which reduced the assessment rates for most property types. The bill also called for the State to backfill lost revenue to local governments.

With the City having to propose a 2024 budget by September 1, of 2023, and with the City's typical budget process timed to adopt a budget in October before November City Council elections, staff built the proposed 2024 budget based on limited information of the potential impact of Proposition HH. For the proposed 2024 budget there was a projection of $6.3 million of new property tax revenue in the General Fund. Knowing that 2025 was not a reassessment year from a revenue perspective staff proposed that $2.8 million of the new property tax be treated as one-time revenue in 2024 assuming it might be lost if Proposition HH were to pass or else that it would be available to be used for one time expense in 2024 and as new ongoing revenue in 2025. With SB23B-001 passed by the legislature, we assumed that any impacts on our 2024 property tax revenue would reduce the $2.8 million that we had treated as one-time revenue. Ultimately, the State did backfill to the City, most if not all of the impacts of SB23B-001.

While 2024 is not a reassessment year, it once again has brought more efforts from the voters and the legislature to control property tax growth. In May, the legislature passed SB24-233 which further reduced assessment rates. Meanwhile, two initiatives were scheduled to be on the ballot in November with projections of significant property tax revenue reduction statewide. Most recently, the State legislature was again called into a special session to work out a compromise bill that resulted in the initiatives being pulled from the November ballot. Specific details on such legislation are still forthcoming.

For this proposed 2025 budget, staff has used information gathered from the State and both the Boulder County and Weld County Assessors. At a training session that staff attended in July, the Chief economist for the State Legislative Council Staff projected an 8% decline statewide in assessed value from SB24-233. We applied that information to the early projected assessed values from both County Assessors. Since it is not a reassessment year, the only increase to assessed values is from new construction which was also provided. In building this proposed budget, staff originally included $27.17 million of property tax revenue for ongoing expenses. This is an amount equal to what was budgeted for ongoing expenses in 2024 but $2.8 million less than the total property tax budgeted for 2024.

On August 22nd we received preliminary assessed valuations that would result in as much as $29.85 of 2025 property tax revenue. While that does not seem to synch with the 8% decline projected by the State, it does make sense in that the assessment rates and actual value adjustments for tax year 2024 from SB24-233, are the same as the assessment rates and actual value adjustments for tax year 2023 from SB23B-001. The assessment rates from SB24-233 do decline in tax year 2025 which will impact 2026 revenue. SB24-233 does once again call for backfill from the State but it does not guarantee full backfill. Further, the backfill is limited only to local governments whose real property actual values have decreased from tax year 2022 to tax year 2024. Longmont does not fall into that category. In light of the preliminary assessed valuations, the original proposed budget was underbudgeted for property tax revenue by $2.68 million. Staff recommends that the Council direct staff to include the $2.68 million of property tax in the final proposed budget with the intent to only use it for one time expenses. With the passage of HB 24B-1001 earlier this month, there will be a reduction in assessment ratios in tax year 2025 which will impact the 2026 budget.

The combined new ongoing revenue in the General Fund for 2025 from sales and use tax and property tax is the $2,133,745 identified above from sales and use tax but $127,500 will go toward repaying the Fleet loan leaving $2,006,245 available for funding ongoing O&M expenses of the General Fund. That $2,133,745 of sales and use tax and property tax compares to $4,485,381 in the 2024 budget and $7,501,210 in the 2023 budget. This limited growth in tax revenues presented major challenges for a proposed 2025 budget that is facing significant

market pay adjustments in 2025, particularly in the area of Public Safety where three-year collective bargaining agreements were ending at the end of 2024. Those three years have seen a significant amount of inflation in wages putting the City a ways behind market. Besides increases to salaries and the accompanying benefits, this proposed budget also addresses $1,772,759 of level 1 ongoing expenses.

When compared to 2023, Longmont is experiencing decreased construction activity in 2024. Overall permits are down 8.7% through July and valuations are down 10.9%. We are still on track to meet budget for building permit fees and possibly for building permit use tax. New residential construction value is 49.4% below 2023 after seven months with 2023 having experienced strong multifamily growth. The number of single-family dwellings is down 51.9% with a large drop in single family attached. Total overall new dwelling units are down 73.0%. There is a large increase in valuation for commercial permits of 118.3%. The total use tax generated by building permit activity through June is 16.3% more in 2024 than it was for the same period in 2023.

Revenue activity through July 2024 for other General Fund sources has had mixed results. Franchise revenue from Xcel Energy is down 27.5% and may not reach budget. The cable franchise fee is down 8% and will definitely not meet budget. Revenue from court activity and fines continues to slow causing us to have to lower budget projections from this source. Our investment returns improved in 2024 with our longer term investments cycling in at higher rates of return. Recreation revenues have increased in 2024 and we are projecting that they will exceed budget for the year. Union Reservoir revenues are up 26.9% and have already exceeded budget in 2024.

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 4.6% from 2023 collections. Our budgeted projection of sales and use tax growth for 2024 turned out to be 1.53% above the actual level of 2023 collections. We have analyzed the year-to-date results carefully and project to end 2024 with a combined increase in sales and use tax of 3.33%. Sales tax growth has begun to slow once we reached the one year anniversary of the opening of Costco and we expect that to continue in the second half of 2024. On the other hand, use tax is down 1.7% through June and we project that to continue in the remaining six months of the year. We have tried to be optimistic in our projections while still balancing that with our traditional conservative revenue projecting approach.

Revenue estimates included in this 2025 budget are based on actual revenue activity through June/July 2024 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 3.08% increase in sales and use tax revenue in 2025 over the projected collections for 2024
- A projection of 820 building permits for dwelling units for 2025, including 110 single-family units and 710 multifamily units.

The overall sales and use tax increase for 2025 is projected to be 3.08%. Sales tax alone is expected to increase 3.18% in 2025. Our general approach to retail was a 1.1% population growth and 1.45% 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 8.4% decrease in use tax for 2025 from construction activity from the projected 2024 activity due mainly to decreased valuations and activity. We anticipate an increase in primary employer use tax which is cyclical and has been down 36.6% in the first half of 2024. Auto sales outside the city are also projected to increase in 2025. These assumptions combine for a projected overall use tax increase of

2.4% in 2025. Together these projections combine to form the overall increase in sales and use tax of 3.08% that we are using for this 2025 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. We have projected that 50% repayment for 2025 at $1,400,000. The sales tax revenue is actually revenue to the General Fund and the Public Improvement Fund under the City financial policy and the policy directs 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 $1,400,000 staff will propose an additional appropriation during 2025 to true up the transfer to cover the revenues generated.

Sales tax revenue from Village at the Peaks (VATP) could exceed $6.5 million in 2024. The payments due on the Certificates of Participation (COP) for 2025 will be $2,046,682. The property tax from the Twin Peaks Metro District and the Twin Peaks Urban Renewal Authority tax increment in 2024 should be over $1.76 million. We are projecting $1.76 million from those sources toward the COP payments again in 2025. The covenants of the COP require a 10% reserve to be maintained which would be $204,668. The actual reserve on hand is projected to exceed $700,000 at the end of 2024. The covenants do require that the pledged sales tax rate be rounded to the nearest tenth of a percent so staff is setting the pledged sales tax rate at the 0.10% level in 2024. This would result in a drawdown of about $84,000 from the reserve in 2025 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 2025 should be limited with 87.6% of the payment expected to come from property tax and interest revenues. Thus it is projected that only $174,418 of the 2025 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 2025 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 $6.8 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 2023 is 33.3% of 2024 budgeted operating expenditures and 31.5% of the 2025 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 $18.7 million to $24.3 million. We have reached and exceeded the lower end of this goal with a stabilization reserve of 5.51%. This proposed 2025 budget sets aside $3 million for the reserve, which would raise the reserve balance to $24.56 million and would fully fund the 8% reserve Committed to Emergencies as well as fund 7.34% of operating expenditures toward the Stabilization Reserve. The reserve increase funding is mostly a result of 2023 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 2025 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 2025 development revenues based on 820 dwelling units there will be $399,478 of incremental development revenue included as a part of the 2025 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; in 2022 it rose up to $5.9 million; and in 2023 it dropped slightly to $5.63 million. We projected it to be $5.08 million in 2024 and it is currently on pace to exceed that. Projections for 2025 have it at $5.47 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 budgets 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 2025 budget.

The City Council vision and work plan for Longmont is a driver in the formation of this adopted 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:

- $235,253 of ongoing funding for the Humane Society contract
- $150,000 of ongoing funding for CARES rebates of property tax and sales tax.
- $651,941 of ongoing resources from the Streets Fund for micro transit program
- $150,000 of one-time resources from the Streets Fund for Vision Zero action plan
- $180,000 of one-time resources from the Storm Drainage Fund for Dry Creek Floodplain Analysis
- $620,000 of one-time resources from the Sewer Fund for Wastewater Master Plan
- $100,000 of one-time resources from the General Fund for a special election

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 2025 budget are allocated to support the desired outcomes and guiding principles that have been identified by the City Council and the community.

Livable Centers, Corridors and Neighborhoods

The first guiding principle is to create livable centers, corridors and neighborhoods allowing residents to live close to where they work, lead active and healthy lifestyles, conveniently access essential goods and services, and choose from a variety of transportation and housing options. Within the adopted 2025 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 in 2023. The City is also underway with the replacement of the Boston Avenue bridge, which is planned to complete construction in 2025. 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 design and build eight park improvement projects in five years. The first three parks in this initiative include Clover Meadows and Fox Meadows Neighborhood parks, as well as the new synthetic turf fields at Dry Creek Community Park. Construction has begun on all three of these phases of the overall 8 in 5 project initiative. Looking ahead, the Sandstone Ranch Phase 4 project to add new ballfields is expected to kick off the design phase in 2025. The St Vrain Greenway Phase 13 project, which will extend east from Sandstone Ranch and connect to St. Vrain State Park is currently also under design. Construction will start in 2025, and completion will be by late-2025 early 2026.

In addition to the 8 in 5 initiative, the Nino Gallo Neighborhood Park has recently completed the design phase and has been to bid for construction. Construction will start in Fall 2024 with completion by the end of

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. Garden Acres Parks pedestrian bridge replacement is in design phase at the moment. The Kensington Park restroom repair was completed Q1 2024 and is now in the warranty phase. Thompson Park renewal (playground, shelter, and ADA improvements) is under construction and is expected to be complete by the end of 2024. Roosevelt Park Improvements is undergoing a public process to be complete fall of 2024. This project will include a new playground and installation of an adult fitness course. The Design Build procurement process has begun for Roosevelt with construction expected to start in 2025. Upcoming 2025 renewal projects include a playground replacement, shelter and restroom improvements and ADA improvements at Hover Acres 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. ARPA neighborhood enhancements project aims to install cooling amenities for combating extreme heat risk at Kensington and Lanyon Neighborhood Parks, and possibly Spangler Park, with the procurement phase for a Design-Build contract currently underway.

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 $301,713 in 2025, 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 resumed with revenue exceeding $1.4 million in 2021, $1.3 million in 2022 and $1.6 in 2023. With 2024 the 41st year of the TIF, there was another reset of the base and at this point collections in 2024 are just below $1.3 million. The TIF revenue for 2025 in the proposed budget is projected at $1.3 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 2025 budget it will provide funding of $425,316 to the Arts & Entertainment Fund and $1,596,800 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 2025 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 $245,000, and $ 1,500,000 is included to support the operation of the Micro Transit System. Total transit program funding in the proposed 2025 budget is $2,078,700.

Capital work planned for 2025 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 Main Street Corridor Plan (TRP137) and 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 and improvements at several high crash locations throughout 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 2025 budget there is $700,000 of ongoing funding and $300,000 of one-time 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 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 2025. 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 allows 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 $1 million 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 2025 budget the 3% will provide funding of $2,7,40,716 for human service agencies, which is $12,330 less ongoing resources than in 2024.

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 2025 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.

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. In 2024, staff hired

additional clinicians to better support the formerly unhoused. This model now includes 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 work is being done through a collaborative cross-departmental approach and by leveraging our collective resources.

In 2024, Recreation Services revenues are projected to be approximately $175,000 higher than in 2023, marking the highest Recreation revenues recorded, surpassing pre-COVID levels. For 2025, the budgeted revenue is set to increase by $480,000 compared to 2024, which translates to an effective increase of $305,000 over the estimated 2024 revenues. Attendance at the Recreation Center in 2024 has averaged 965 people per day from passes and drop-ins, up from 891 people per day in 2023. Throughout 2025, staff will adjust programs as revenues continue to rise and will seek additional funding from the Council to restore expenditures for programs and activities in line 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 115.03 FTE through 2024 including 12 FTE in the Office of the Chief which includes Emergency Management and Emergency Communications, 55 FTE in Police Services, 23 FTE in Fire Services, 21.65 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 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 $8.2 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 $3.4 million toward addressing space needs to accommodate the additional staff.

The proposed 2025 budget of the Public Safety Fund funds $21,013,239 of expenditures, an increase of $1,367,032 or 6.96% over 2024. In the 2024 budget, 87.7% of the Public Safety Fund budgeted revenue is from sales and use tax. The full public safety tax rate of .58 cent will provide over $18 million of funding for public safety in this 2025 budget. The sales and use tax projected for this fund in 2025 only increased by $861,575. The Public Safety Fund budget for 2025 funds $198,858 of level 1 expenses and $1,544,994 of increases in pay for the Police and Fire bargaining units along with $132,291 of step pay increases, $85,690 towards retiree health, $97,705 towards death & disability and $12,034 toward deferred compensation retirement. This is a total of $2,071,572 of new ongoing expenses in 2025 with less than $1 million of new ongoing revenues being added to fund them. This put the Public Safety Fund in a position where it needed to make reductions to base ongoing expenses to be able to afford the new ongoing costs. In order to reduce expense in the 2025 proposed budget the following vacant positions were eliminated:

- 2 FTE Firefighters
- 1 FTE Core Paramedic
- 2 FTE Police Officers
- 1 FTE Communications Shift Supervisor

Additionally, three vacant Police Officer positions were moved from where they were previously funded by the Public Safety Fund into instead being funded by the General Fund.

The proposed 2025 General Fund budget includes over $54.1 million of funding for public safety services, which includes 264.35 FTE. New resources for Public Safety from the General Fund are ongoing expenses of $270,103 and $2,100,161 of one-time expenses which includes $1,357,241 toward the take home car program, $300,000 for Public Safety radio replacements, $300,000 for Zoll cardiac monitor program, $142,920 for ballistic vests replacement and $235,253 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 2025 proposed 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 2025 proposed budget you will receive a copy of the proposed 2025-2029 CIP. The CIP is broken into major categories of capital projects. For the year 2025, those categories are to be funded with the following dollar levels of capital projects. A list of the projects to be funded from the 2025 Public Improvement Fund can be found under the *Other Funds* section of this adopted budget. Some highlights on specific infrastructure projects are below. For detail on individual projects please refer to the adopted 2025-2029 CIP.

Downtown Redevelopment projects	$ 920,000
Drainage projects	3,218,350
Electric projects	9,125,108
Parks, Recreation and Open Space projects	5,519,900
Public Buildings and Facilities projects	10,593,805
Broadband projects	2,798,075
Transportation projects	23,500,000
Wastewater projects	3,580,000
Water projects	11,749,790

Construction is near completion 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. Other projects currently underway include the installation of a solar array with battery storage to help reduce peak loads at the treatment plant. Infrastructure renewal projects at the wastewater plant will continue into 2025. 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 as well as the Public

Improvement Fund. The bond also provided $9.4 million toward the replacement of Fire Station #2 and Fire Station #6 which are 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 2025 budget for annual rehab and replacement of core building infrastructure at or within City facilities, including $1,291,822 for roofs, $1,332,645 for HVAC systems, $105,545 for boilers, $178,770 for flooring, $18,000 for interior maintenance, $15,000 for exterior maintenance, $613,620 for keyless entry, $15,000 for auto door and gate replacements, $15,000 for UPS repair and replacement, and $456,520 for parking lots. There is also $815,293 for ADA improvements at municipal buildings. Other projects funded in the Public Improvement Fund for 2025 include $1.2 million for the Safety & Justice Center rehabilitation, $855,925 for Kensington Park improvements, $500,000 for parks infrastructure rehabilitation and replacement, $521,730 of specialized equipment replacements for Recreation and other Community Services facilities, $414,750 for St Vrain greenway, $359,288 for maintenance of swimming pools and wading pools, $350,000 for rehabilitation of park irrigation pump systems, $762,500 for greenway connections, $50,000 for wayfinding signage, $100,000 for sustainable landscape conversions 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 in late 2025.

A Water Supply, Treatment and Distribution Master Plan is being undertaken to inform the best practices for the utility and prioritize projects based upon current and expected future water demand to be completed in 2025. Due to the construction cost increases, the expansion of the Nelson-Flanders Water Treatment Plant has been phased with redundancy and resilience projects being completed internal to the plant in 2024 and 2025. The second phase includes site improvements which are anticipated to begin in 2025. Bond funding has been allocated to replace Montogomery Tank ahead of the third phase of Nelson Flanders which includes the new building and treatment train. These improvements will maintain the plant's ability to meet increasing water quality standards while continuing to provide excellent cost-effective water services which enhance the quality of life for the community.

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. To date, more than 1,100 ash trees are on a three-year treatment cycle to preserve them from EAB. Continual funding for the EAB Management Program is required to perform annual treatments for ash trees, and to fund the annual Forestry tree planting program that replants 325-400 trees annually. This continual funding will help to preserve and enhance the tree canopy of Longmont.

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 addition, in 2020 City Council adopted the Climate Action Recommendations Report, identifying strategies to accelerate climate action in an equitable way. Progress toward meeting Envision, sustainability and climate-related goals and targets can be found at indicators.longmontcolorado.gov.

The 2025 adopted budget includes continued funding for the implementation of the Universal Recycling Ordinance, as well as ongoing funding for the Sustainable Business Program, the Sustainable Opportunities, Lifestyles, and Leadership (SOLL) program, the Equitable Climate Action Team (ECAT), and other programs that help Longmont residents and businesses reach their sustainability goals.

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 2024 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 2025 is approximately $195,000 with a cash match of $48,750.

Another component of the ongoing focus on zero waste and waste diversion is the regional conversation around composting. With a single facility in the area that accepts curbside composting material, and their limitation on including commercially compostable items outside of food scraps and yard waste, residents and policy makers are exploring alternatives. While this exploration is ongoing, expenditures from the Sanitation fund have experienced similar inflationary pressures to those in other funds, though the rates for services have not been increased since 2018. The funding for this service will be addressed in 2025, when the future direction for regional composting can be included in the financial plan, including a rate and fee study, that will be presented for Council's consideration.

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 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 2025 amount proposed to continue building the network and installing customers is $1.2 million.

Longmont Power & Communications (LPC) focuses on affordable electric rates, best-in-class reliability and service for LPC customers, and aggressively pursuing 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 $3.9 million in 2025, 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 the design and performing and overseeing construction to ensure 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, update the 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, supports the tools necessary to leverage forthcoming Advanced Metering Infrastructure (AMI) data, and integrates distributed energy resources to 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 AMI for the electric system, which is expected to be completed in 2025. In 2024, 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 2025 budget includes funding to implement technology tools

identified in a 2024 consulting engagement that will set the stage for future improvements in customer experience.

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 guides such as 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 2025 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 2025 budget in the area of governance are ongoing expenses of $414,491 and $367,934 of one-time expenses which includes $100,000 for the costs of a special election, $180,934 for fixed term programming support, $35,000 for a city-wide internet router, $20,000 for a Safety & Justice Center internet router, $17,000 for a PowerEdge DELLSAN replacement, and $15,000 for equity training.

Within this adopted 2025 budget there is $2,734,789 for the replacement of 34 vehicles and motorized equipment from the Fleet Fund. These include 6 water utility vehicles, 4 streets and storm drainage vehicles, 4 natural resources vehicles, 4 public safety vehicles, 4 golf course vehicles, 3 parks vehicles, and 3 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 $3 million of fund balance that is recommended to be added to the reserves raising the overall reserve balance of the General Fund to $24.56 million.

Other Expenses

While the categories of desired results identified reflect much of the City's budget, this adopted budget for 2025 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 72% of the total expenditures and 74.9% of the ongoing 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 2024, the City implemented the results of the Mercer compensation study for approximately 208 open range positions. For the 2025 pay plan, the remainder of the positions (approximately 200 additional positions) were reviewed. Those positions not benchmarked to custom internal surveys, were benchmarked to new market surveys. 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), Pay Factors Peer and Market. Positions were matched to the market 50th percentile to keep consistency with the City's

compensation philosophy. For surveys used containing national data, the City utilized a geographical differential of 10% for the cost of labor differential.

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. World at Work & SHRM projected a 3% market increase for 2025. The Human Resources department surveyed cities across the Front Range to see what percent increase they were projecting to use for 2025. Based on the results we received the average increase was 3.25%. Staff made the decision to use a 3.0% increase for 2025 market movement.

This adopted budget includes funding to implement 7 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 adopted 2025 budget has pay budgeted at 100% of market. We are still targeting 102% of market, however we will not reach that in 2025.

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 2025 budget includes all non-collectively bargained open range salaries budgeted at 100% and allows for performance-based movement within the open range for open range employees who are below the 2025 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 100% of the 2025 position midpoint.

This proposed 2025 budget also includes funding of 1.5% of pay in each department budget to allow for all non-collective bargained employees who meet certain criteria in delivering extraordinary performance to be compensated between 100% 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 2024, two year contracts for both the Police and the Fire collective bargaining units were negotiated and approved for 2025 and 2026. This proposed 2025 budget includes the increases that were negotiated in those contracts.

The 2025 budget includes $227,479 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. 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 was still projected to generate an operating surplus. In recent 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. For 2024 the City contributions were reduced to 14.5% of budgeted salary.

The City's multiyear guarantee with Kaiser expired at the end of 2024. For 2025, the city has again selected the Kaiser HMO plan, but has replaced the triple-option plan with the Choice PPO plan. The Choice PPO plan uses a propriety network of contracted providers and hospitals across the State of Colorado alongside national PPO networks outside of Colorado. Due to recent claims experience the initial renewal rate was an 11.8% increase but the City suggested plan design changed to mitigate the increased premium down to 3.71 for 2025. Since our 2008 renewal, our average aggregate blended premium rate increase has been 3.79%.

Even with the increase in premiums, we project that the level of contributions to the Health Benefit Fund can be maintained at 14.5%, which would still increase the fund balance at the end of 2025 to a projected $10.7 million. Thus, this proposed budget for 2025 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 $90,000; 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 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 9.4% City, 7.0% for pre-2012 employees and 6.0% for post-2011 employees.

While the Longmont GERP was still considered to be extremely well funded for a public defined benefit plan the GERP Board recognized the concerns that exist across the country regarding controlling the costs of public employee benefits. Not only was there a desire to keep the contribution costs under control, but it was also important to raise the funded ratio above 100% so that the historical practice of adding an ad hoc modest cost of living increase to the plan at least every four years can be resumed. The last increase was in 2009 and it remains to be seen when the next can be afforded. 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 2023 was strong with a market value gain of 14.45%. From an actuarial perspective, gains and losses are recognized over five years. Thus, with prior historical losses the actuarial value return was 8.0% in 2023. As indicated above, the actuarial assumption is a 7.0% annual return. While there was an actuarial gain in 2023 on investment returns, contributions and retirement experience, there was an actuarial loss on pay projections. These combined for an overall minor actuarial loss in 2023. In August the City received the 2024 actuary study, and the actuarially required contribution decreased from 15.4% to 15.2% while the funded ratio increased from 82.8% to 83.6%.

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, 2024 there were only 6 participants remaining in the police plan and 8 participants in the fire plan. The 2024 actuary studies for these plans find the police plan at 101.4% funding while the fire plan is at 137.3% funding. With both of these plans fully funded, the staff and retirement boards are recommending a benefit increase to the members of these plans. The last benefit increase for each plan was three years ago effective in January of 2022. The recommended increase is 2% per year since the last increase, a total increase in January of 6%. The increases will not require any city contributions in 2025.

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 2025, the FPPA defined benefit plan requires an employer contribution of 10.60% for re-entry employees while the FPPA hybrid plan requires an employer contribution of 12.10%. In order to be fair and competitive the City agreed to make employer contributions to the City Police & Fire defined contributions plans of 12.10% in 2025. The City contribution requirement to FPPA for all new hires after November 9, 2021 is 10.5% in 2025.

2025 Operating Budget Overview

The General Fund for 2025 is balanced with $127.1 million in sources of revenue and expenses. This is an increase of 5.3% or $6,347,951 from the adopted 2024 budget. Virtually all of the growth is occurring in ongoing expenses. There are $119.0 million of ongoing expenses in the 2025 General Fund budget compared to $112.9 million in 2024. One-time expenses increased from $7,739,170 in 2024 to a total of $8,066,546 for capital and other one-time expenses in the 2025 budget. The growth in revenues is mostly made up of $2.5 million of sales & use tax, $811,425 of interest income, $410,667 of building permit fees, $480,000 of recreation revenues, $385,150 of franchise fees from the Electric Fund, $239,482 of administrative transfer fees, and $200,000 of franchise fees from NextLight.

With no budgeted increase in ongoing revenue from property tax and a limited amount of growth in sales and use tax the General Fund budget was challenged to be able to fund the market increases in pay as well as the benefit increases granted in the collective bargaining agreements. The following are steps taken to increase revenue or decrease expense in this proposed 2025 General Fund budget:

- Moved funding of $600,000 for attainable housing to a one time expense
- Moved funding of $300,000 for affordable housing to a one time expense
- Moved $300,000 of parks maintenance to the Conservation Trust Fund
- Funded $135,553 of level 1 parks landscaping contract services from the Conservation Trust Fund
- Impose a 1% franchise fee on broadband service revenues
- Open range to pay at 100% of market instead of 101%
- Exceptional pay budget reduced from 2% of pay to 1.5% of pay
- Eliminated a vacant 0.5 FTE Traffic Safety Coordinator position
- Eliminated 1.0 FTE vacant Library Page positions

Net changes in ongoing expenses in the General Fund are increasing $6,020,575 in this proposed 2025 budget. Major changes include level 1 increases of $1,772,759, ongoing increases related to one-time expenses of $9,360, three positions moved from the Public Safety Fund at a cost of $329,619, and Fleet loan repayment of $127,500. There are $2,581,059 of increases in pay for the Police and Fire bargaining units along with $498,652 of step pay increases, $317,482 towards retiree health, $277,731 towards death & disability and $43,956 toward deferred compensation retirement. Net pay increases for other General Fund employees require $2,326,829 of additional budget and $83,548 for bilingual pay increases. Also, for 2025 there is an increase in liability insurance of $12,888 and workers compensation of $30,212. Decreases in ongoing expenses for the General Fund include Attainable Housing funding of $600,000, Affordable Housing funding of $300,000, parks maintenance funding of $300,000, fleet lease charges of $388,672, lease payments of $285,439, credit card fees of $164,456, business personal property tax rebates of $100,014, exceptional pay budget reduction of $88,937, sales tax auditing expense of $40,000, elimination of vacant Library page positions of $45,369, elimination of traffic safety coordinator vacancy of $34,851, Development Project Manager position shifted to other funds of

$35,552, temp wages in City Manager office reduction of $20,000, public broadcasting reduction of $20,000, and Human Service Agency decreases of $12,330.

Net changes in ongoing budgeted revenue in the General Fund for 2025 has increased by $6,020,575, and this also is made up of a number of changes. The largest source of the increased revenue is $2,133,744 from sales and use tax. Another significant source of increased revenue is $811,425 of interest revenue. Other sources of increased revenue are $695,563 from City enterprise franchise revenues, $480,000 of recreation revenue, $410,667 from building permit revenue, $329,619 from traffic camera fines, $294,317 from right of way maintenance, $239,482 from administrative transfer fees, $200,000 from the ambulance provider, $118,943 from miscellaneous charges for services, $110,000 from disconnect tag fees, $101,457 for wildland fires, $79,730 from Longmont Housing Authority, $72,533 for oil and gas royalties, $68,290 from parking fines, $52,339 from Union Reservoir fees, $45,000 from pet licensing, $40,000 from state marijuana tax, $30,000 from forfeitures, $20,000 from cigarette taxes, $24,733 from other miscellaneous revenues, and $23,775 from other licenses and permits. Sources of ongoing revenue that decreased include $100,000 from the natural gas franchise revenue, $100,000 from credit card convenience fees, $65,000 from court fines and revenues, $40,000 from cable TV franchise revenue, $22,000 of museum revenue, $20,847 in other intergovernmental revenue, and $13,195 from other fines and forfeitures.

One-time resources for 2025 are strong because of the sales tax in 2023 exceeding projections and because the General Fund generated significant expenditure savings in 2023. These all contributed to significant fund balances that allowed us to address one-time expenses in this proposed 2025 budget. One-time expenses from the General Fund are $8,066,546 in this proposed 2025 budget. Of this amount, $7,681,268 is coming from projected available fund balance. The rest is coming from one-time revenues including $379,678 of use tax, and $5,600 from Union Reservoir fees. Of the $7.69 million, significant expenses are $2,244,850 for Public Safety Retiree Health benefits, $1,357,241 for the Police take home car program, $1 million for Attainable Housing, $300,000 for Affordable Housing, $414,750 for the St Vrain Greenway, $400,000 for Primary & Secondary Greenway Connections, and $300,000 for public safety radio replacements.

Further, in order to help balance the budget of the Public Safety Fund, 3 FTE Police Officer positions were moved to the General Fund and are to be funded through revenue to be generated by traffic camera enforcement.

There are a total of 18.0 new FTE being added in this budget: 3.35 in the Water Fund, 3.30 in the Open Space Fund, 3.0 in the Parks & Greenway Fund, 2.50 in the Streets Fund, 2.30 in the Sewer Fund, 1.3 in the Storm Drainage Fund, 1.0 in the Electric & Broadband Fund, 1.0 in the Affordable Housing Fund, and 0.25 in the Sustainability Fund. New positions included in this budget are:

- 1.0 FTE Volunteer Projects Coordinator-fixed term-offset by temp wages: from the Open Space Fund/Water Fund/Sustainability Fund
- 1.0 FTE Volunteer Projects Coordinator-fixed term-offset by temp wages: from the Open Space Fund
- 1.0 FTE Natural Resources Technician III- offset by temp wages: from the Open Space, Storm Drainage and Water Funds
- 1.0 FTE Agricultural Resource Specialist/Project Manager II-fixed term: from the Open Space Fund
- 1.0 FTE Housing Compliance Specialist: from the Affordable Housing Fund
- 3.0 FTE Grounds Maintenance Technician II: from the Park & Greenway Fund
- 1.0 FTE Energy Technologies Specialist: from the Electric & Broadband Fund
- 1.0 FTE Transportation Engineering Assistant: from the Streets Fund

- 1.0 FTE Construction Inspector: from the Storm Drainage, Streets, Water & Sewer Funds
- 2.0 FTE Public Works Tech I: from the Streets Fund
- 1.0 FTE Field Engineer: from the Water and Sewer Funds
- 1.0 FTE Logistics Supervisor: from the Water and Sewer Funds
- 2.0 FTE Water Utility Tech II: from the Water and Sewer Funds
- 1.0 FTE Water Utility Tech I: from the Water and Sewer Funds

The overall impact of all changes to FTEs in this budget is a net increase of 10.75 FTE, which brings the total budgeted positions to 1,161.105.

This adopted 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 adopted 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 adopted 2024 budget.

Looking beyond 2025, our ability to fund adequate service levels will likely always be a challenge. Providing services is a labor-intensive effort. In 2025, 74.9% of the ongoing 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 the last three budgets. It is becoming much harder to rely on existing levels of property tax and sales & use tax to fund increases in service levels. 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. Over the last three years there have been numerous attempts in Colorado to control the growth in property tax. A number of bills have been passed by the legislature. The most recent,

passed just this month, is hoped to bring some stability for a while. While the impacts of the bill are still coming to light, it clearly will reduce assessment rates in the next two property tax years. That will impact our 2026 and 2027 budgets.

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 over $5 million of sales tax in 2024. 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 had been declining for a number of years until experiencing a bounce back in 2023. That appears to have been an anomaly as 2024 looks to be closer to previous levels. Court fines and related revenues have not returned to pre-pandemic levels. Marijuana tax revenue has been stagnant 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 adopted budget are believed to be conservative, but they do assume some growth from the local economy during 2025. 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 provided an overview of the Proposed 2025 Operating Budget to you on September 3rd. 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 2025 Classification and Pay Plan, and a list of one-time expenses included in the 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 Teresa Molloy, Assistant Chief Financial Officer, 303 651-8970.

I thank you for your time, attention and guidance in preparing the City's operating budget for 2025. This is one of the most important tasks that you undertake each year as members of the Longmont City Council.

Preparation of the 2025 Operating Budget and the 2025 – 2029 Capital Improvement Program was made possible through the dedication and efforts of many staff members throughout the organization. We look forward to working together to implement this budget and provide the best services and programs possible for the residents of Longmont.

2025 Budget Presentations

August 27 - Regular Meeting

Summary Budget presented

September 3 – Study Session

2025 Budget Overview
2025 – 2029 Proposed CIP

September 10 - Regular Meeting

Employee Compensation & Benefits
General Fund Budget Summary
Public Safety Fund Budget Summary

September 17 - Study Session

Property tax revenue
New positions
One-time Expenses
Human Service Agency Funding
LDDA Budget
Supporting Actions for Mental Health & Addiction
Early Childhood Capacity Building
Grants/External funding sources
Parks Maintenance Funding
Street Fund

September 24 - Regular Meeting

Financial Policies
Public Hearing

October 1 – Study Session

Second Public Hearing
Final Direction from Council

October 8 - Regular Meeting

Budget Ordinances

October 22 - Regular Meeting

Budget Ordinances and Resolutions

COMMUNITY INFORMATION

HISTORY OF LONGMONT, COLORADO

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

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

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

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

In 1950, the local economy was based primarily on agriculture. During the 1950s, the economy of the Colorado Front Range began to shift to a more high tech orientation, and those changes would soon be felt in Longmont. Mayor Ralph Price, foreseeing a need for more water for a thirsty town, spearheaded the construction of Button Rock Dam seven miles upstream from Lyons on the North St. Vrain Creek. It paid for itself almost immediately, holding what could have been a disastrous flood in check and filling the reservoir in a few days rather than the years it was projected to take. In 1962, the U.S. government built an air route traffic control center in Longmont. Only three years later, IBM built a large facility seven miles from Longmont. Longmont, which had grown only slightly beyond its original square mile boundaries, grew explosively, doubling in size between 1960 and 1970, and again between 1970 and 1980. Recessions and cutbacks at IBM and StorageTek, a large computer storage company, slowed growth during the 1980s. Rapid growth resumed in the 1990s, and the 2000 Census measured Longmont's population at 71,093. Growth in high technology businesses continued throughout the 2000s. In September 2013, a major flood struck Colorado's Front Range, with serious impact to Longmont. Both St. Vrain and Left Hand creeks overflowed into neighborhoods and business districts. Rebuilding began immediately, but full recovery will take years.

DEMOGRAPHICS

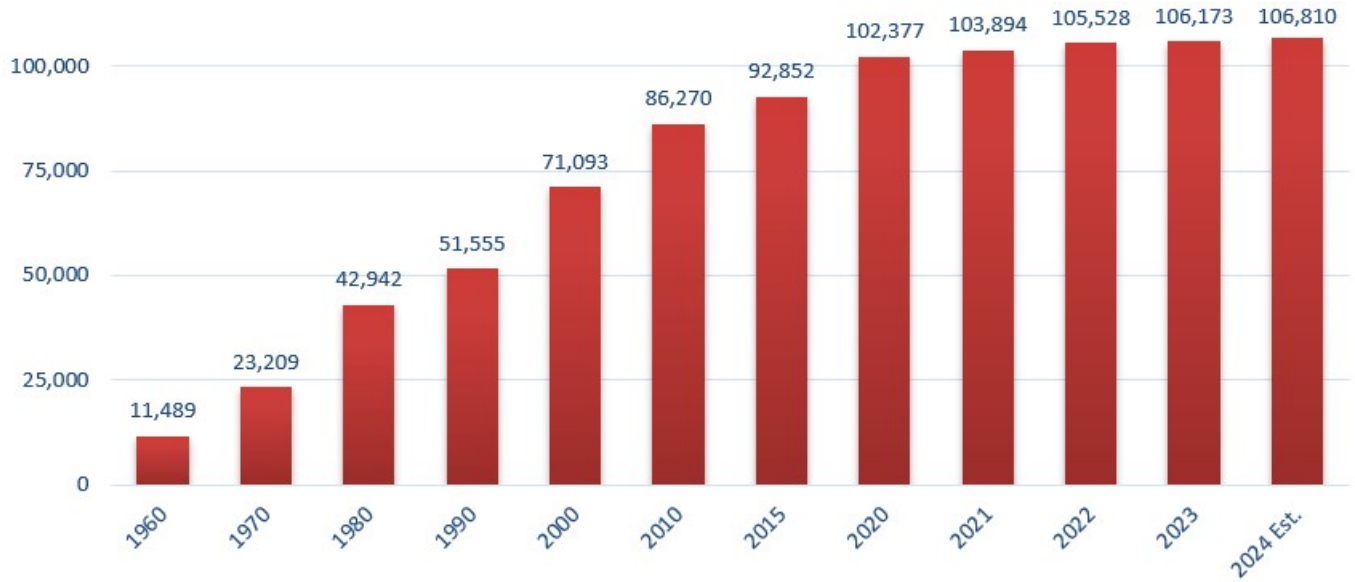
By 1910, the population of Longmont had doubled just about every 10 years since its founding and stood at 4,256 people. Growth slowed after this, with only 5,848 people recorded in the 1920 census. World War I took its toll on Longmont's young men, and their names are recorded on a flagpole that stands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

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

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

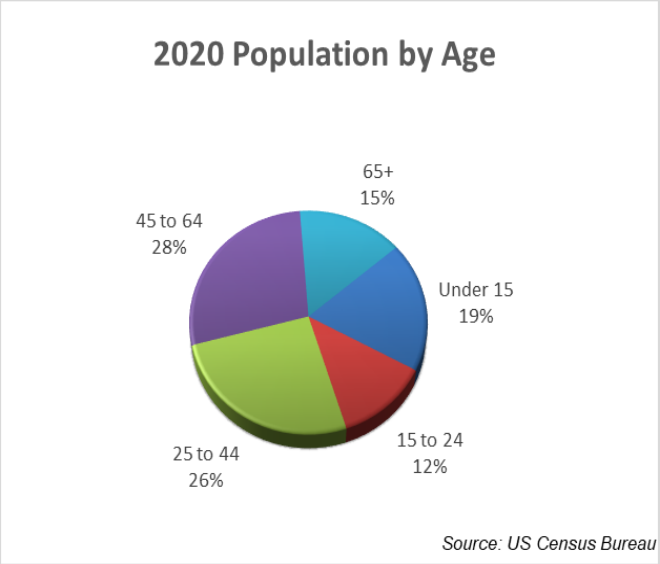
Source: US Census Bureau

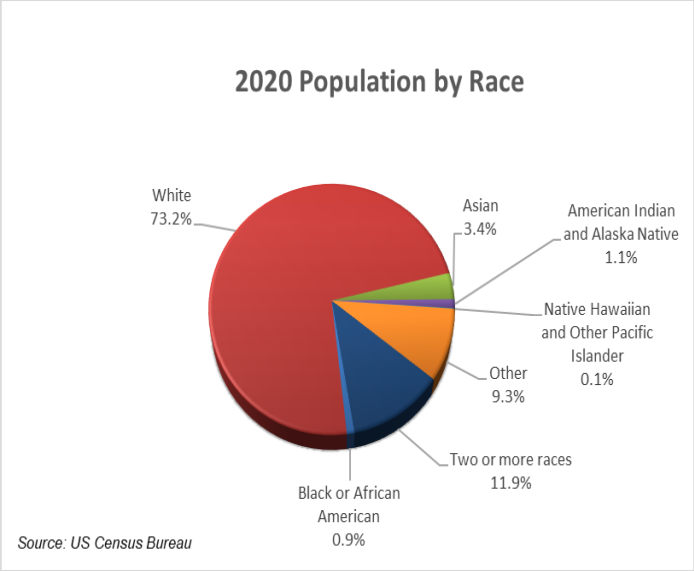
Longmont Population 1960 - 2024



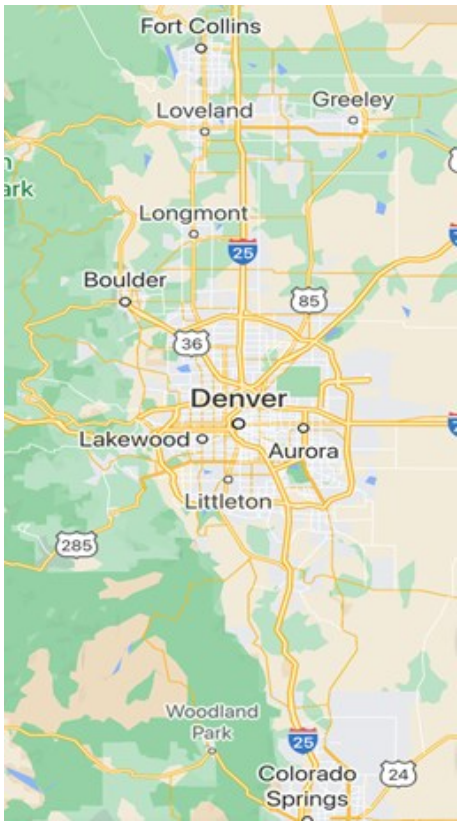
According to the 2020 Census, the majority of Longmont's population is white and between the ages of 45 and 65. In 2020, 48.9 % of the total population was male and 51.1% female. With a median age of 39.6 years, Longmont's residents are slightly older than residents of Boulder County (37.0 years) and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

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





LOCATION AND CLIMATE



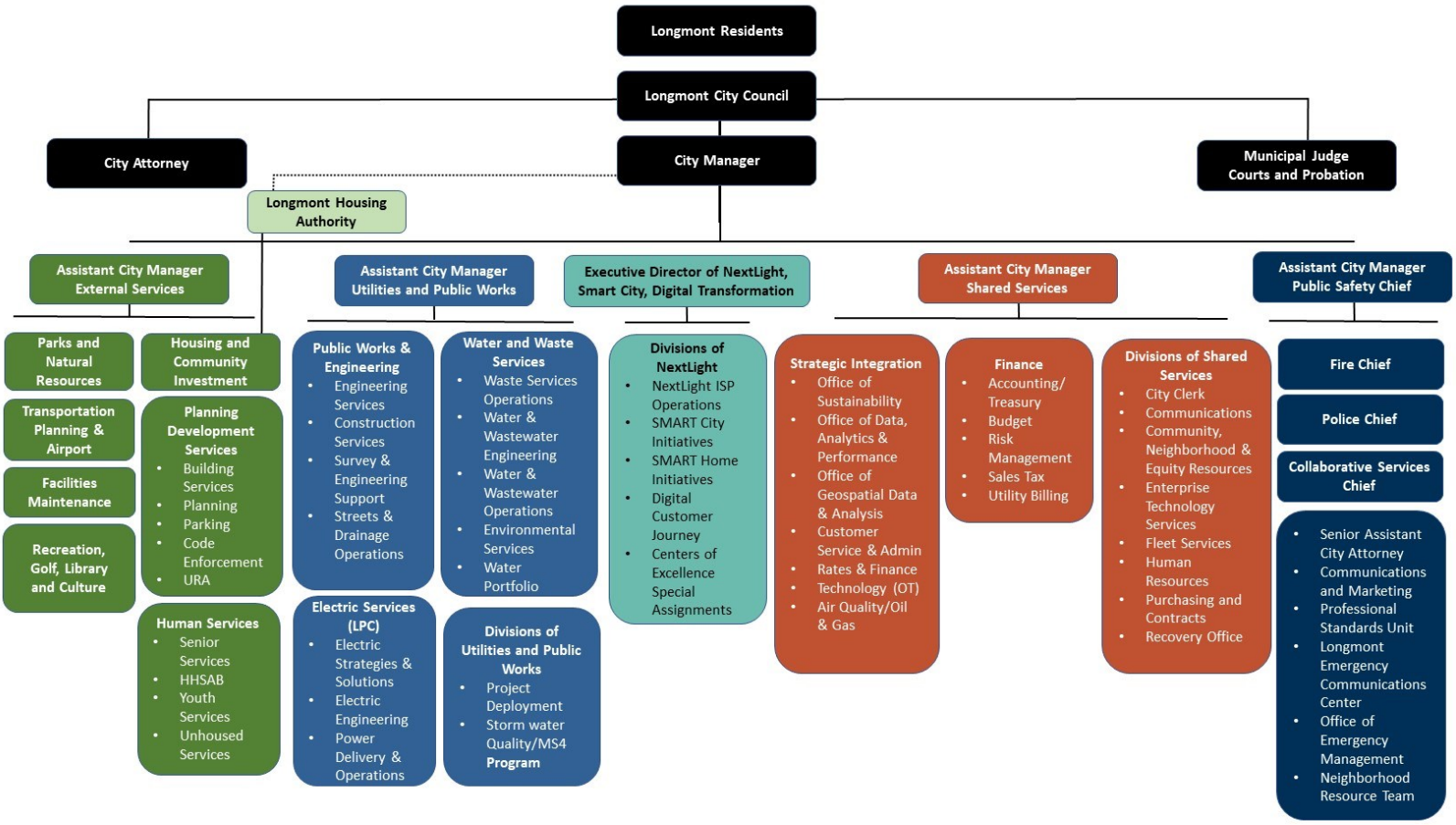
The City of Longmont is located along the northern Front Range in Boulder and Weld counties and encompasses approximately 30 square miles. It is conveniently located 37 miles from Denver, 16 miles from Boulder and 30 miles from Rocky Mountain National Park. According to Longmont's Multimodal and Comprehensive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

Although Colorado's mountains can receive an abundance of snow in the winter, Longmont does not typically experience harsh winters. It is located at the base of the foothills, and the highest elevation within the city is 5,123 feet above sea level. With more than 300 days of sunshine per year, Longmont's climate is mild with low humidity. The area averages 14.2 inches of rainfall and 45.9 inches of snowfall annually.

FORM OF GOVERNMENT AND CITY SERVICES

The City of Longmont was established in 1871 and incorporated in 1873. On August 5, 1961, the City was chartered as a home rule city under the provisions of Article XX of the Constitution of the State of Colorado (Home Rule City Act). The City is a full service municipality operating under a council-manager form of government. The Council consists of a mayor and six council members. The mayor is elected at-large to a two-year term. One council member is elected from each of the three wards, and three council members are elected at large to four-year terms. The council members' terms are staggered.

As a full-service community, the City of Longmont provides all aspects of municipal government, including police and fire services; electric, telecommunications, water and sewer utilities; streets, sanitation and storm drainage services; a library; a museum; parks and open spaces; recreation programs and facilities; senior services; youth services; building inspection and planning; golf courses; and an airport. It also is a community that fosters the growth of high quality primary jobs and plans for the long-term needs of its residents and businesses.



ECONOMIC DATA

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

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

ECONOMIC INDICATORS REPORT FOR LONGMONT

Data is tracked on a regular basis to monitor the financial outlook for the City of Longmont through our Economic Indicators report. Throughout the year we monitor the indicators to compare to budgeted projections and to determine if the local economic condition has improved compared to previous years. This report also helps us make annual projections for our budget.

LONGMONT ECONOMIC DEVLEOPMENT PARTNERSHIP (LEDP)

The City partners with Longmont Economic Development Partnership (LEDP). LEDP's mission is to lead a comprehensive, collaborative economic development strategy to promote and strengthen our community's economic health. LEDP exists for the sole purpose of keeping the Longmont area economy strong, specifically by actively supporting the creation and preservation of quality primary jobs.

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

ECONOMIC SNAPSHOT - LEDP

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

WORKFORCE

57,758
People
Labor Force
Longmont, CO

68.6%
Labor Force Participation Rate
Longmont, CO

Sources: BLS LAUS June 2024; US Census Bureau ACS 5-year 2018-2022

Median Earnings
$44,674
USD
Longmont, CO

$44,878
USD
Boulder, CO Area

$46,709
USD
Colorado

$42,131
USD
United States of America

Sources: US Census Bureau ACS 5-year 2018-2022

46%
Population 25 and Over
Population Age 25 and Over with a Bachelor's Degree or Higher
Longmont, CO

8.5%
Population 25 and Over
Associates Degree
Longmont, CO

29.4%
Population 25 and Over
Bachelor's Degree
Longmont, CO

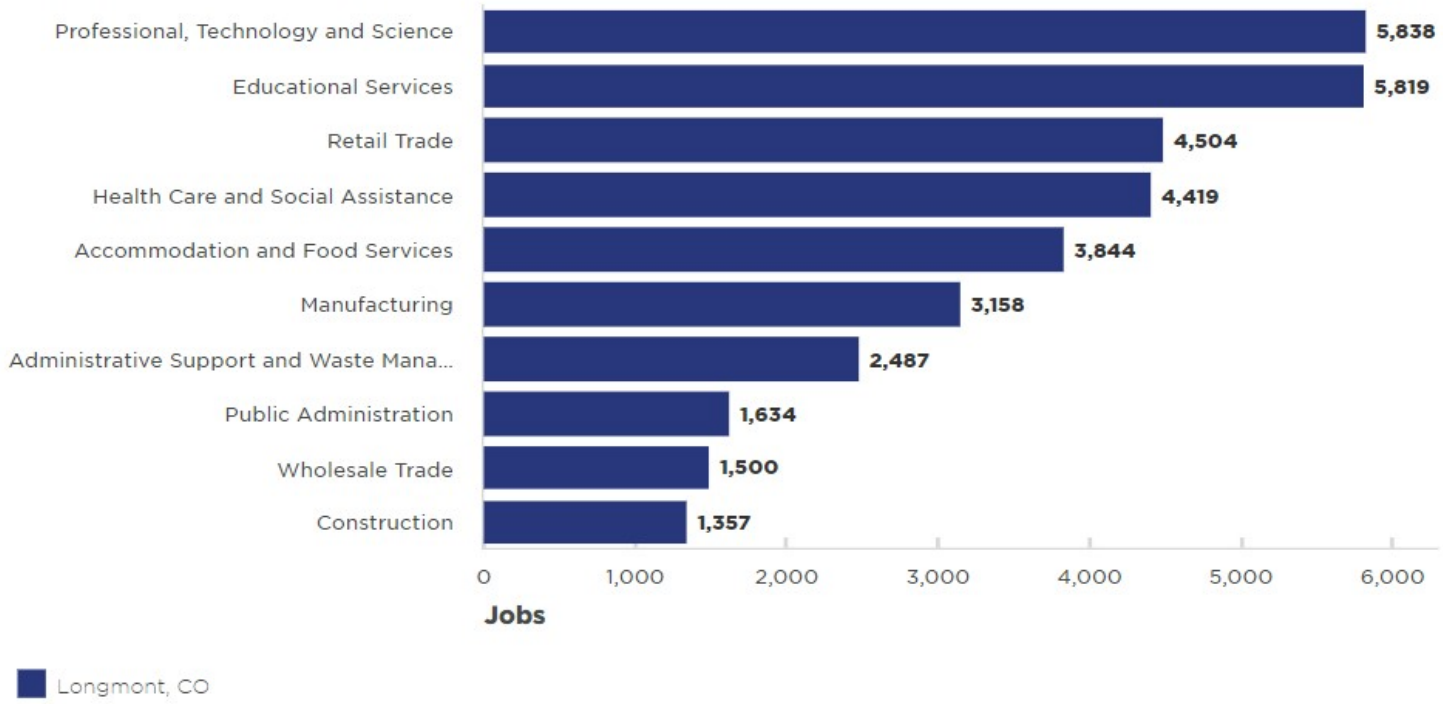
16.6%
Population 25 and Over
Graduate Degree
Longmont, CO

Sources: US Census Bureau ACS 5-year 2018-2022

ECONOMIC SNAPSHOT - LEDP

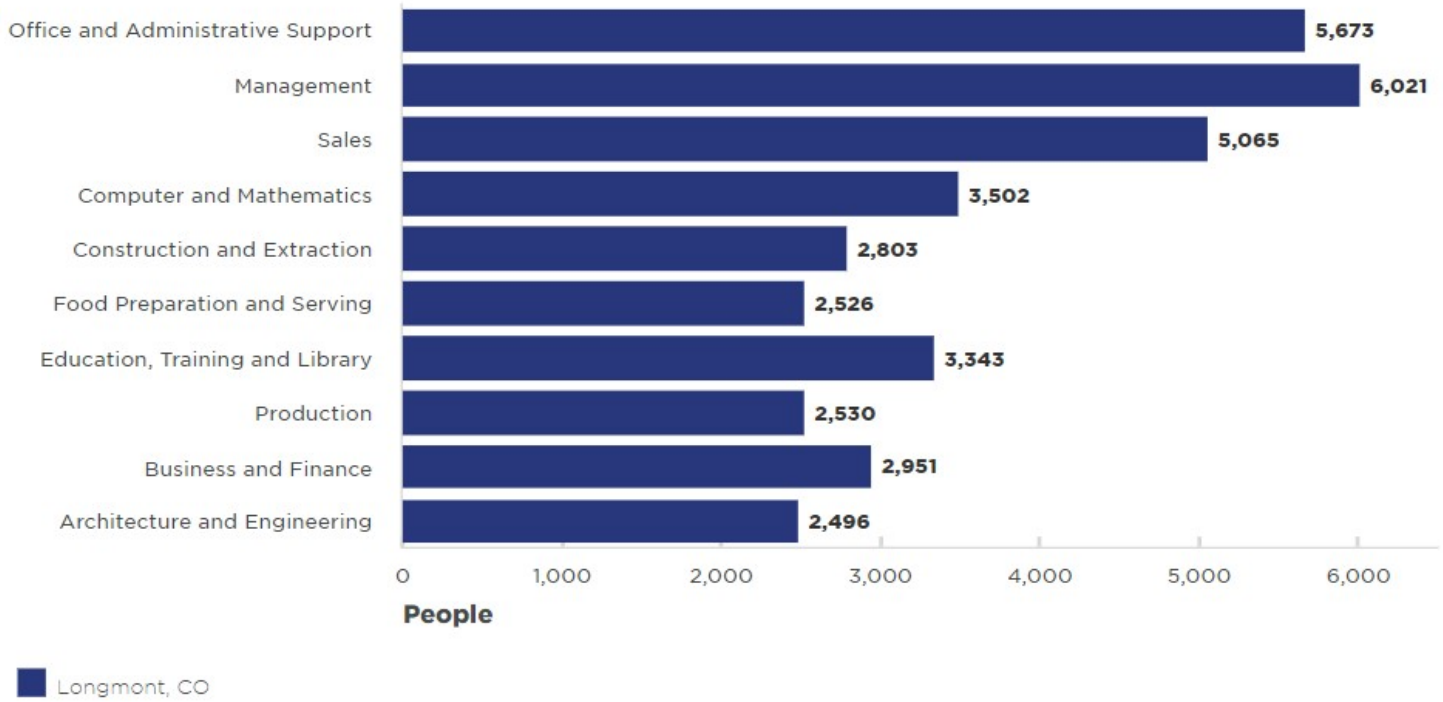
Source: https://longmont.org/target-industries/

Top 10 Industries by Employment



Sources: LODES Version 8.0 2019

Top Ten Occupations by Employment



Sources: US Census Bureau ACS 5-year 2018-2022

ECONOMIC SNAPSHOT - LEDP

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

LIVABILITY

$ 110.8
On a Scale of 100, the National Index
Cost of Living Index
Longmont, CO

Source: EMSI Q1 2022 Data Run

Cost of Living Index Comparison	On a Scale of 100, the National Index
Boulder, CO	117.4
Broomfield, CO	118.2
Lafayette, CO	117.4
Loveland, CO	108.3

Source: EMSI Q1 2022 Data Run

$79,140
USD
Median Household Income
Longmont, CO

$396,000
USD
Median Home Value
Longmont, CO

64.1%
Percentage of Housing Units Occupied by Homeowner
Longmont, CO

70.2%
Percentage of Owner Occupied Housing Units with Mortgage
Longmont, CO

Sources: US Census Bureau ACS 5-year 2016-2020

$1,437
USD
Median Home Rent
Longmont, CO

35.9%
Percentage of Homes Occupied by Renters
Longmont, CO

5%
Rental Vacancy Rate
Longmont, CO

35.6%
Percentage of Population in Renter Occupied Housing Units
Longmont, CO

Sources: US Census Bureau ACS 5-year 2016-2020

BUDGET PROCESS AND POLICIES

OVERVIEW

This operating budget is the City of Longmont's comprehensive financial and operational plan for 2025. 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 2025 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 (2023 actual, 2024 budget and 2025 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 2025-2029 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 Adopted Operating Budget.

CITY'S FUND STRUCTURE

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

The City reports on each fund separately in its 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

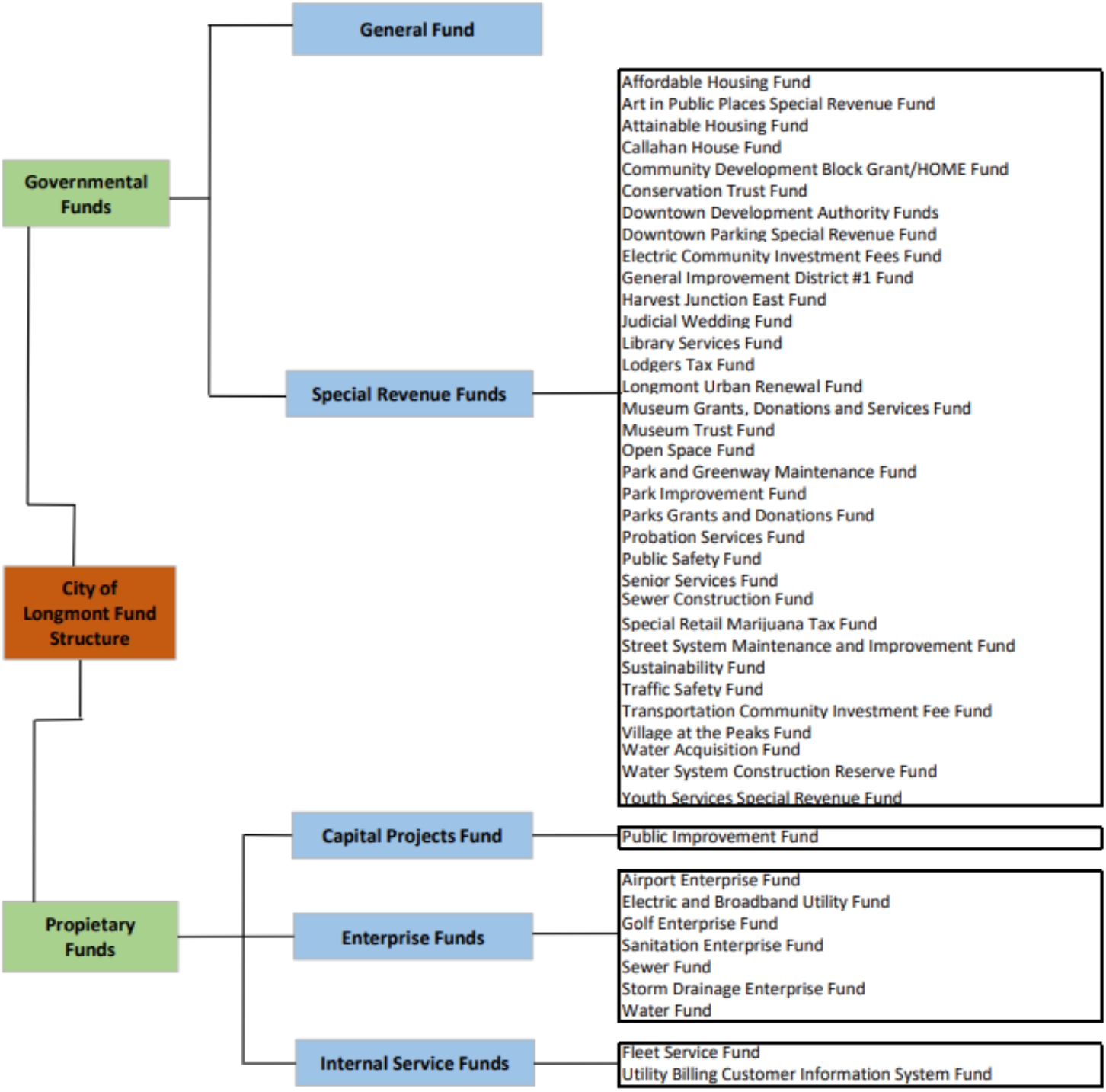
The basis of accounting for governmental funds is on a modified accrual basis: revenues are recognized when they become susceptible to accrual, expenditures are recognizable when the fund liability is incurred, except for non-current, accumulated unpaid vacation and sick pay, which are not accrued, and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


City of Longmont Fund Structure
Governmental Funds
General Fund
Special Revenue Funds
Affordable Housing Fund
Art in Public Places Special Revenue Fund
Attainable Housing Fund
Callahan House Fund
Community Development Block Grant/HOME Fund
Conservation Trust Fund
Downtown Development Authority Funds
Downtown Parking Special Revenue Fund
Electric Community Investment Fees Fund
General Improvement District #1 Fund
Harvest Junction East Fund
Judicial Wedding Fund
Library Services Fund
Lodgers Tax Fund
Longmont Urban Renewal Fund
Museum Grants, Donations and Services Fund
Museum Trust Fund
Open Space Fund
Park and Greenway Maintenance Fund
Park Improvement Fund
Parks Grants and Donations Fund
Probation Services Fund
Public Safety Fund
Senior Services Fund
Sewer Construction Fund
Special Retail Marijuana Tax Fund
Street System Maintenance and Improvement Fund
Sustainability Fund
Traffic Safety Fund
Transportation Community Investment Fee Fund
Village at the Peaks Fund
Water Acquisition Fund
Water System Construction Reserve Fund
Youth Services Special Revenue Fund
Propietary Funds
Capital Projects Fund
Public Improvement Fund
Enterprise Funds
Airport Enterprise Fund
Electric and Broadband Utility Fund
Golf Enterprise Fund
Sanitation Enterprise Fund
Sewer Fund
Storm Drainage Enterprise Fund
Water Fund
Internal Service Funds
Fleet Service Fund
Utility Billing Customer Information System Fund

Department Fund Relationship

	Mayor and Council	City Manager	City Attorney	Judicial Department	Shared Services	External Services	Public Safety	NextLight	Utilities and Public Works	Downtown Development Authority	Major Revenues	Major Expenses
GOVERNMENTAL FUNDS												
General Fund	x	x	x	x	x	x					Property, sales and use taxes, franchise fees, transfers from other funds	Public Safety, Parks, Recreation, Library, Museum, Finance, Legal, et al
SPECIAL REVENUE FUNDS												
Affordable Housing Fund						x					Retail marijuana taxes, donations and grants, transfers from General Fund	Affordable Housing programs and services
Art in Public Places Special Revenue Fund						x					Fee on construction cost of construction projects	Maintenance and repair of works of art and administration costs
Attainable Housing Fund						x					Transfers from General Fund	Attainable Housing programs and services
Callahan House Fund						x					User fees, donations and grants	Callahan House programs
Community Development Block Grant/HOME Fund						x					Federal block grants	All costs associated with the CDBG program
Conservation Trust Fund						x					State lottery proceeds	Operations and improvements to new and existing recreation facilities and parks
Downtown Development Authority Funds										x	Property taxes	Operations, debt service and capital improvements in the downtown area
Downtown Parking Special Revenue Fund										x	Parking fees collected from the sale of parking permits	Capital Improvements within the Downtown Development Authority
Electric Community Investment Fees Fund									x		Fees on new construction	Construction and improvements for electric infrastructure (growth-related)
General Improvement District #1 Fund										x	Property taxes	Maintenance of downtown parking lots and pedestrian breezeways
Harvest Junction East Fund		x			x						Sales tax TIF transfers	Debt payments
Judicial Wedding Fund				x							User fees	Defraying the cost of municipal judicial system for wedding services performed
Library Services Fund						x					User fees, donations and grants	Library services programs
Lodgers Tax Fund					x						Lodging Tax	Marketing and promotion of Longmont
Longmont Urban Renewal Fund					x						Sales and property tax TIF transfer to Village of the Peaks	Sales and property tax TIF transfer to Village at the Peaks
Museum Grants, Donations and Services Fund						x					User fees, donations and grants	Museum services programs
Museum Trust Fund						x					Trusts, bequests and endowments	Museum expenditures beyond the scope of the museum general fund budget
Open Space Fund						x					Sales and use taxes	Acquisition and maintenance of open space
Park and Greenway Maintenance Fund						x					Park and greenway maintenance fee	Maintenance, operations, repair and replacement of parks and greenways
Park Improvement Fund						x					Park development fees	Development of new parks only
Parks Grants and Donations Fund						x					Grants and Donations	Development or improvement of parks
Probation Services Fund				x							Fine surcharge revenue	Defraying the cost of municipal probation services including probation officers
Public Safety Fund		x				x	x				Sales and use taxes, intergovernmental revenue	Increased Public Safety needs
Senior Services Fund						x					User fees, donations and grants	Senior services programs
Sewer Construction Fund									x		Development Fees	Improvements to sewer system related to growth of the entire system
Special Retail Marijuana Tax Fund					x						Retail marijuana taxes	Operating expenses and capital improvements
Street System Maintenance and Improvement Fund									x		Sales and use taxes, intergovernmental revenue	Maintenance and improvements of the transportation system
Sustainability Fund					x						Boulder County, and transfers from other funds	Implementing the City's Sustainability plan and other sustainability related efforts
Traffic Safety Fund						x					Fine surcharge revenue	Traffic safety education
Transportation Community Investment Fee Fund									x		Fees on new construction	Construction and improvements of transportation infrastructure (growth-related)
Village at the Peaks Fund					x						Certificates of participation and collection of special revenue	Certificates of participation for Twin Peaks Mall Urban Renewal Area
Water Acquisition Fund									x		Cash payments received in lieu of water rights	Acquire additional water rights and conservation programs
Water System Construction Reserve Fund									x		Development Fees	Improvements to water enterprise system related to growth of entire system
Youth Services Special Revenue Fund						x					User fees, donations and grants	Youth services programs
CAPITAL PROJECTS FUND												
Public Improvement Fund						x					Use taxes	New construction and improvements to public buildings and facilities
PROPRIETARY FUNDS												
ENTERPRISE FUNDS												
Airport Enterprise Fund						x					Rental fees	All costs associated with maintaining and improving the airport operations
Electric and Broadband Utility Fund								x	x		Payments of electric and broadband bills and charges for services	All costs associated with providing electricity and broadband
Golf Enterprise Fund						x					Green fees	All costs associated with maintaining and improving the City's golf courses
Sanitation Enterprise Fund									x		Payments of sanitation bills	All costs associated with providing solid waste services
Sewer Fund									x		Payments of sewer bills	All costs associated with providing sewer services
Storm Drainage Enterprise Fund									x		Payments of storm drainage bills	All costs associated with providing storm drainage services
Water Fund									x		Payments of water bills	All costs associated with providing water
INTERNAL SERVICE FUNDS												
Fleet Service Fund					x						Transfers from other funds	All costs associated with maintaining and replacing the City's fleet
Utility Billing Customer Information System Fund					x						Transfers from other funds	All costs associated with maintaining and replacing the City's CIS system

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 2025-2029 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.

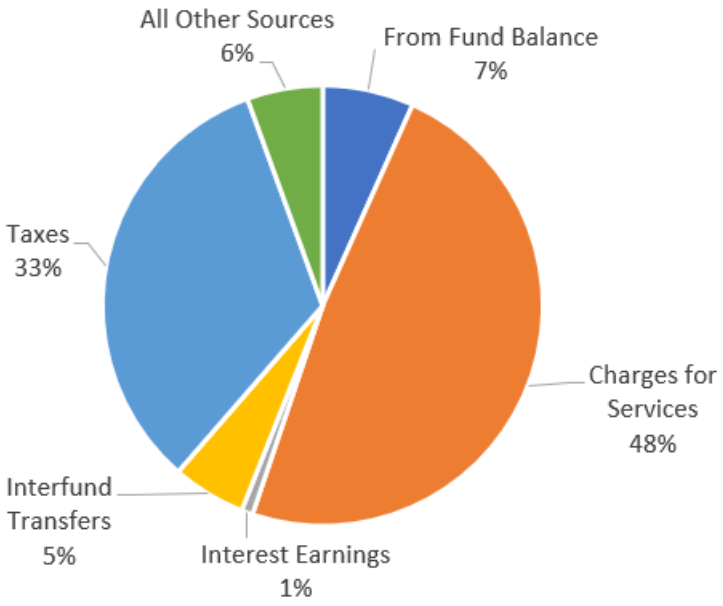
BUDGET CALENDAR

DATE	EVENT
August 25	Last day for county assessors to certify the preliminary valuation for assessment of taxable real property to local governments
Tuesday, August 27	City Council Meeting: Presentation of the proposed Operating Budget and Capital Improvement Program (CIP)
Tuesday, September 3 Tuesday, September 10 Tuesday, September 17	City Council Meetings: Budget presentations
Tuesday, September 24	City Council Meeting: Budget presentation; public hearing on the proposed Operating Budget and CIP
Tuesday, October 1	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 8	City Council Regular Meeting: First reading of the Operating Budget adoption and appropriation ordinances and ordinances adopting any fee increases
Tuesday, October 22	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

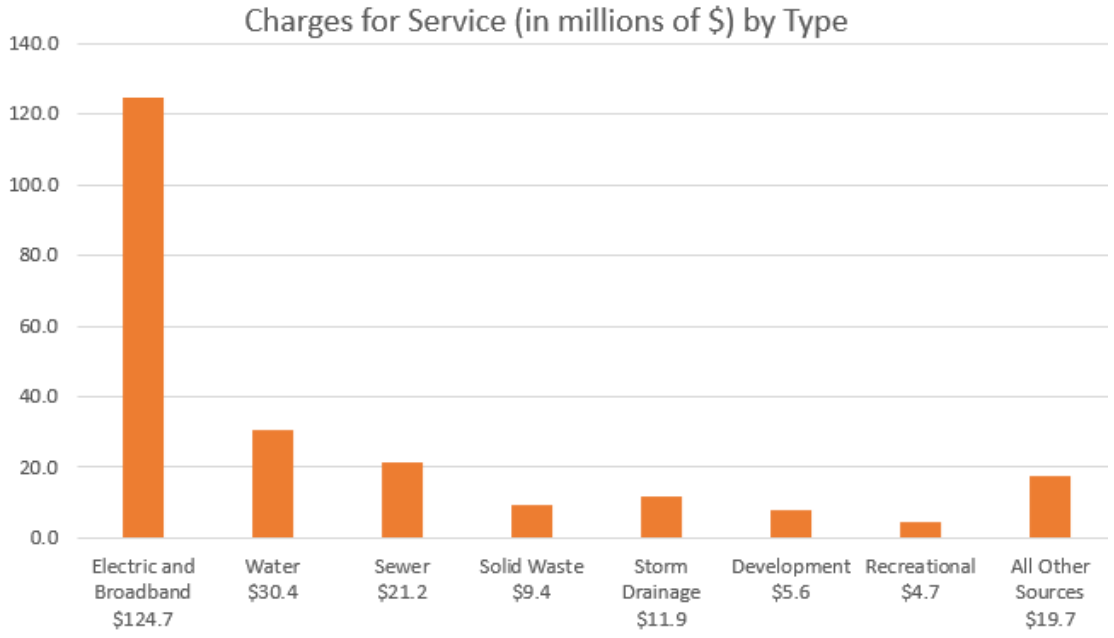
September 1	Last day for city manager to present Proposed Budget and Budget Message to City Council.
October 1	Last day for City Council to hold a public hearing on the proposed Budget. Notice must be published at least once five days prior to the hearing.
December 15	Last day for City Council to adopt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

2025 OPERATING BUDGET: Sources of Funds



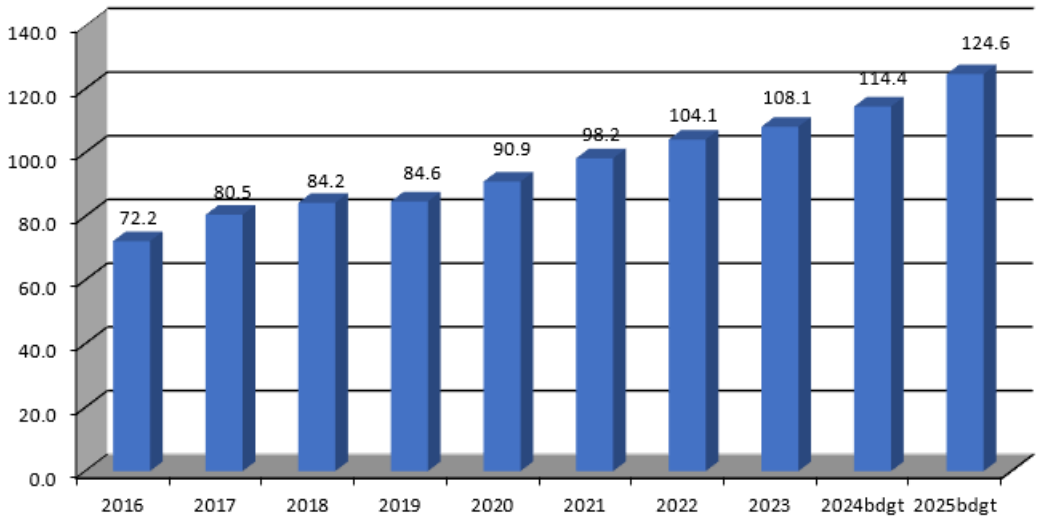
Revenue and other sources used to support the City's programs and projects in 2025 will come from a variety of sources and total $469,671,207 which includes fund balance. This is 5.8% above the total revenues in the 2024 budget of about $444 million.

Charges for Services, Licenses and Permits represent 48% or about $228 million of the City's budgeted resources. These are charges for electric, water, sewer, solid waste and storm drainage utility fees; development-related services; recreational activities, including swimming, athletic leagues, golf, etc.; and various other fees for service.



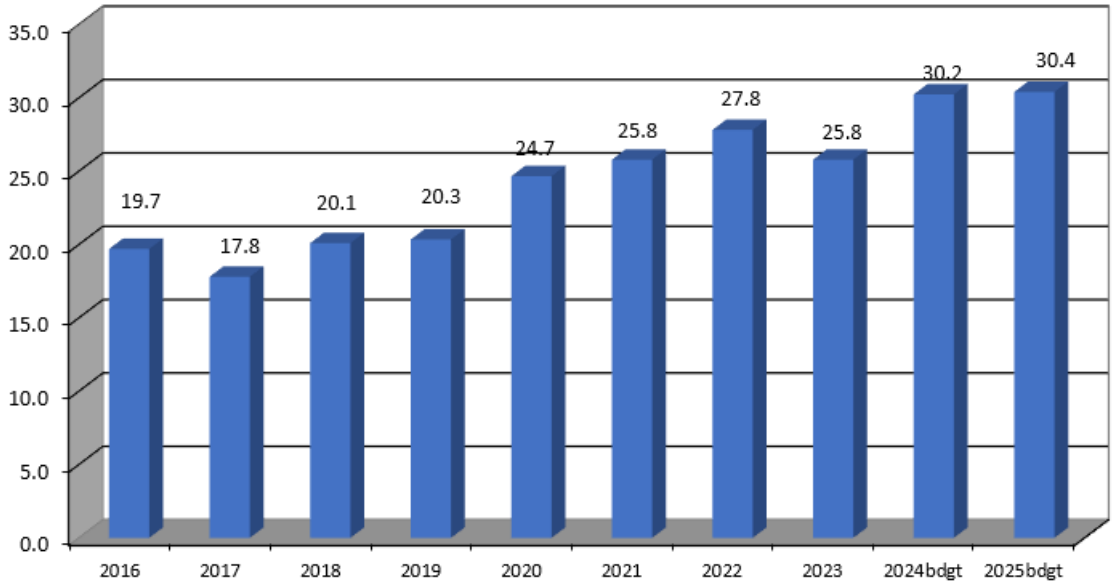
Utility user charges reflect the cost of service and are established so that operating revenues are at least equal to operating expenditures. A portion of user rates is designed to cover replacement of utility facilities. The utilities periodically conduct a comprehensive rate study. In each of the intervening years, staff review historical and projected revenues and expenses to determine if a comprehensive rate study is needed. Development-related fees include building permits, right-of-way permits, plan review fees, and engineering plan check fees. The 2025 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, 60 townhouse/condo units, and 710 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



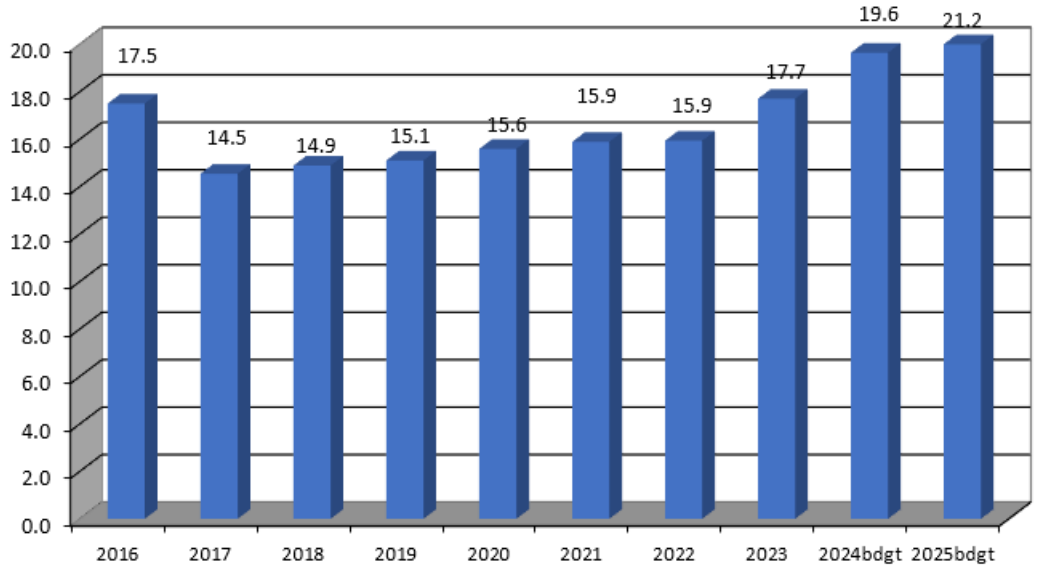
In 2015 the Electric and Telecommunications Utility Enterprise Funds were combined into the Electric and Broadband Utility Enterprise Fund. In 2025, Electric and Broadband utility revenues equal 99.4% of all electric and broadband revenues. The 2025 budget includes an average 6.8% increase in Electric rates.

Water



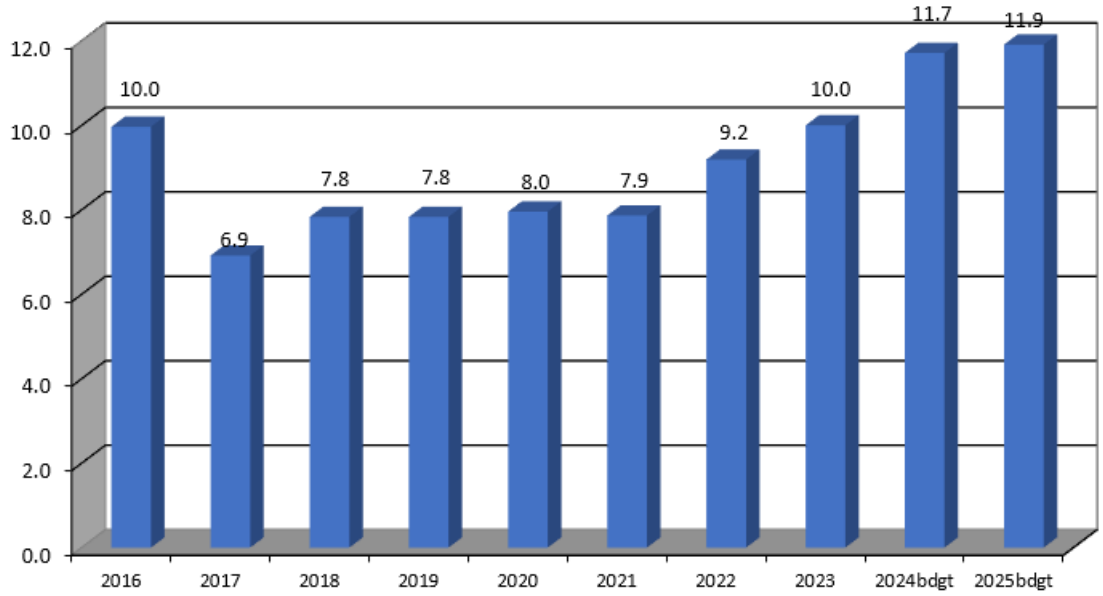
In 2025, charges for water services represent 93.2% of all water revenues.

Sewer



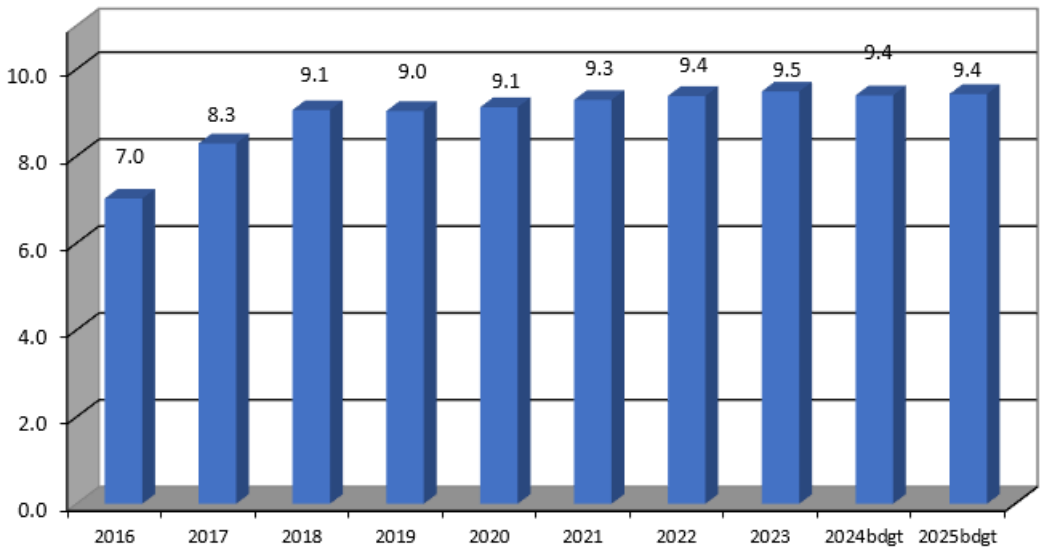
The sewer utility will receive 97.1% of its revenue from charges for services in 2025. The 2025 budget includes an average 10% increase in Sewer rates.

Storm Drainage



In 2025, Storm Drainage will receive 99.3% of its revenue from charges for services.

Sanitation

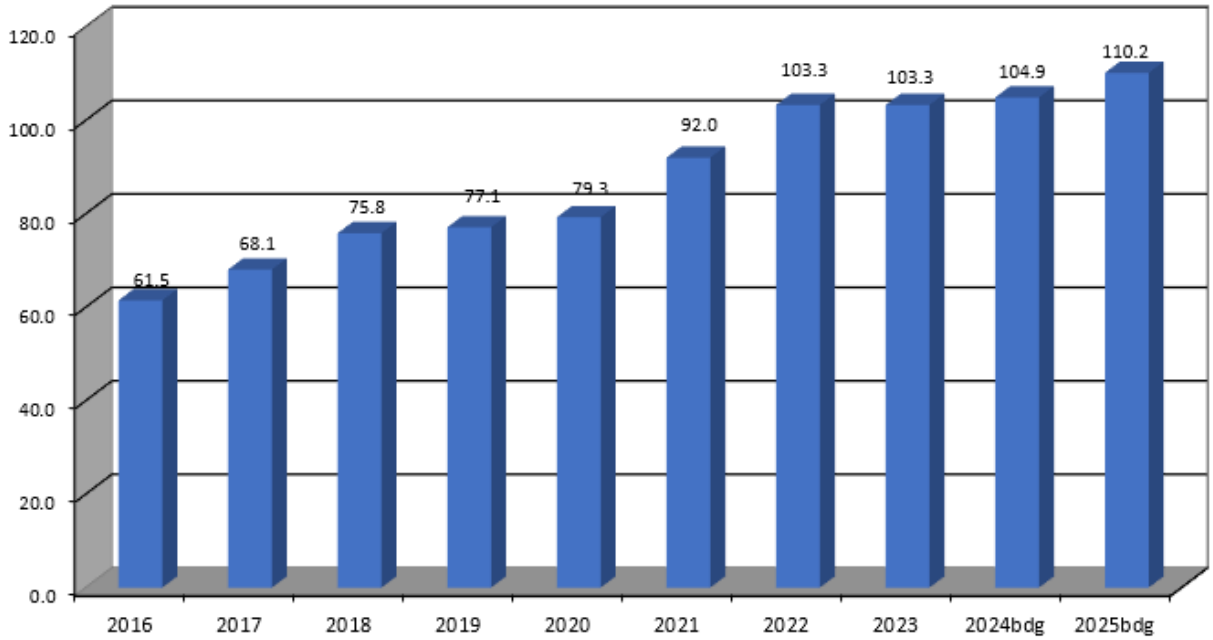


Sanitation will receive 96.4% of its 2025 revenues from charges for service.

Taxes represent 33%, or $155.2 million, and include citywide sales and use, property, cigarette, and franchise taxes.

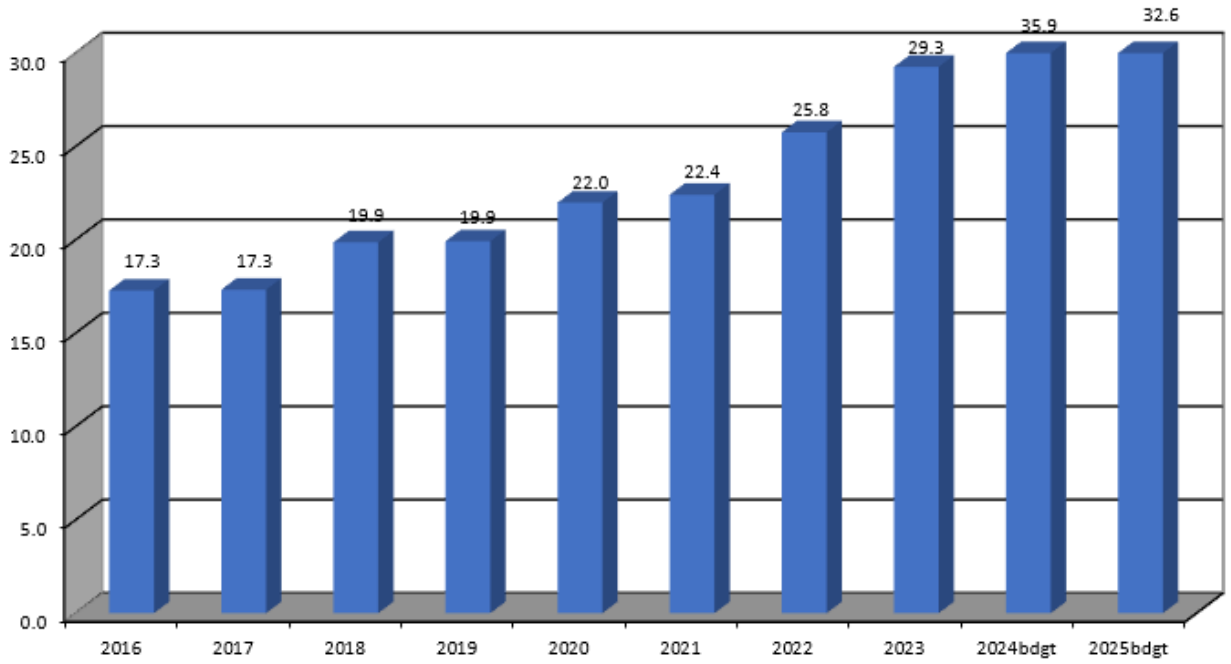
Sales and Use Tax originated on January 1, 1969, at 2%. In June 1985 the sales and use tax was increased by 0.75% for exclusive use on street system expenditures. Further, in November 2000 voters approved an initiative to increase sales and use tax by 0.2% for the acquisition and maintenance of open 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 41.6% 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 21.4% 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 2025 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 2025, $31.5 million, or 7%, of the total sources of funds will come from the use of fund balance.

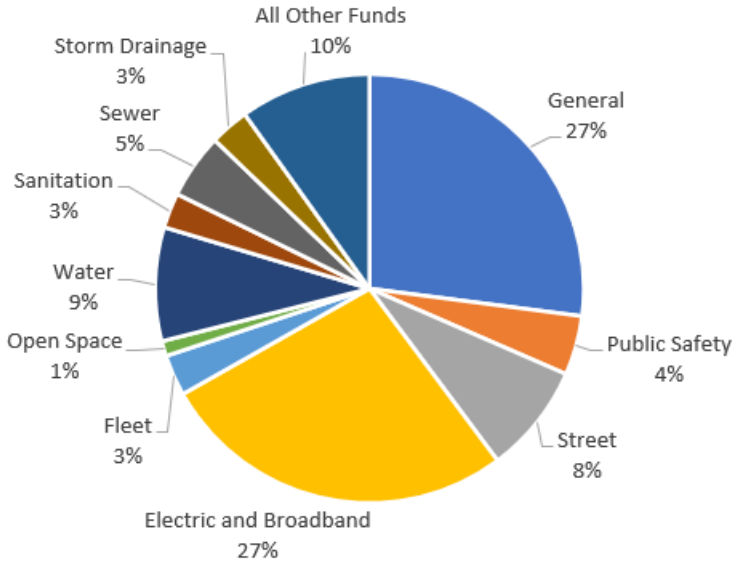
Interfund Transfers are payments from the City's enterprise funds for services provided by the General Fund. These include services such as utility billing, accounting, purchasing, human resources, permitting, city clerk functions, and city attorney services. This revenue is based on an estimate of time 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 0.36% of the General Fund's total revenues.

Interest and Other Sources are 1% of the City's sources of funds. Interest earnings are estimated at $3.9 million for 2025, and all other sources are $26.1 million and include intergovernmental funds from Boulder County, state and federal governments; fines; proceeds from bonds and advances; and miscellaneous sources.

2025 OPERATING BUDGET: Use of Funds

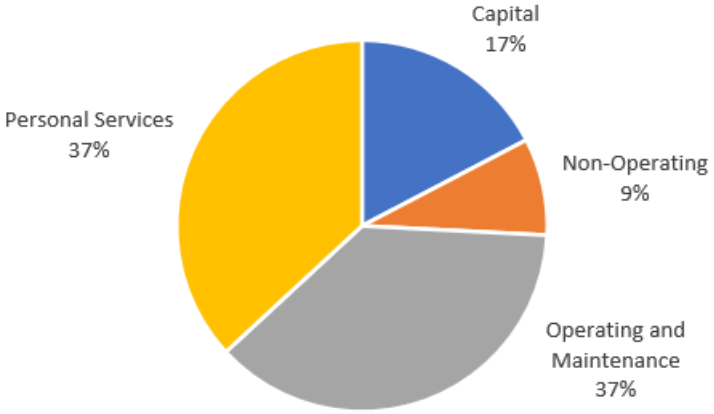
The City of Longmont's 2025 Operating Budget totals $469,671,207

Expenditures by Fund



Expenditures in the largest funds include General Fund, $127 million; Electric and Broadband Fund, $126.9 million; Water Fund, $40.3 million; and Street Fund, $38.9 million. These funds will account for 71% of all City expenditures in 2024. Other funds include Sewer, $23 million; Storm Drainage, $13.8 million; Open Space, $5.3 million; Public Improvement, $12.3 million; Sanitation, $12.4 million; Fleet, $14.5 million; Public Safety, $21 million; and several minor funds.

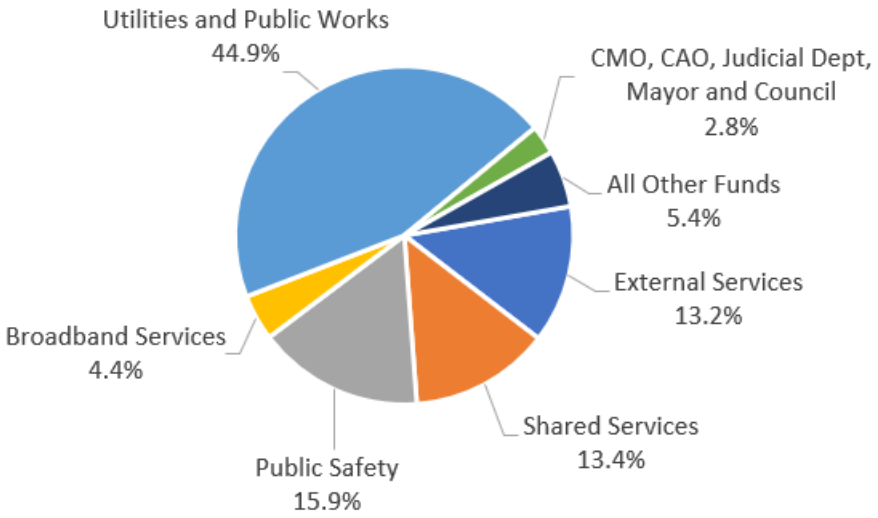
Expenditures by Category



Budgeted expenditures, by category, are personal services, $173 million, which includes salaries, wages and benefits; operating and maintenance, $175.4 million, which includes routine operating expenditures; non-operating, $39.7 million, which include interfund transfers and interest payments; and capital, $81.5 million, which includes machinery, equipment, furniture, vehicles, facility and system improvements, renovations and replacements, engineering and design, water rights, and land.

2025 OPERATING BUDGET: Use of Funds

Expenditures by Department



Budgeted expenditures by department include Utilities and Public Works, $210.8 million (includes Water, Sewer, Sanitation, Storm Drainage, Streets, Transportation Community Investment Fee, and Sustainability); Broadband Services, $20.7 million; and the Public Safety Department, $74.6 million (which includes both the General Fund and the Public Safety Fund); Shared Services Department, $63.1 million (services include Finance, Enterprise Technology Services, Purchasing and Contracts, Strategic Integration, Recovery Office, City Clerks Office, Human Resources, Communications and Fleet); External Services Department, $62.1 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, City Attorneys Office, Judicial Department, and Mayor and Council, $13 million. The remaining funds total $25.5 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.

2021 - 2025 Budgeted FTE Positions by Department

Department	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Mayor and Council	7.000	7.000	7.000	7.000	7.000
City Manager	9.000	9.330	5.750	1.000	1.000
City Attorney	10.000	10.000	11.000	11.000	11.000
Human Resources	0.000	0.000	0.000	0.000	0.000
Judicial Department	8.500	8.500	8.500	8.500	8.500
Shared Services	101.370	108.000	115.580	194.000	196.500
Community Services	117.500	122.300	129.201	0.000	0.000
External Services	63.500	67.400	69.300	264.500	272.750
Electric and Broadband Utilities	111.900	122.530	127.690	0.000	0.000
Public Safety	354.000	359.000	368.000	371.275	366.275
NextLight	0.000	0.000	0.000	55.000	52.000
Utilities and Public Works	0.000	0.000	0.000	231.750	242.250
Public Works and Natural Resources	225.360	241.070	251.753	0.000	0.000
Downtown Development Authority	3.630	3.630	3.881	3.790	3.830
TOTAL	**1011.760**	**1058.760**	**1097.655**	**1147.815**	**1161.105**

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.

FUND OVERVIEW

2025 CONSOLIDATED FUND STATEMENT

The 2025 Consolidated Fund Statement on the following pages includes the sources of funds and expenses by category for each fund included in the 2025 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.

	2023 Actuals	2024 Budget	2025 Budget
Revenues and Other Financing Sources			
Taxes	143,940,878	152,631,780	155,202,498
Licenses and Permits	7,828,649	5,231,308	4,841,085
Intergovernmental	18,206,852	12,373,274	13,817,813
Charges for Services	201,800,653	213,180,366	227,634,408
Fines and Forfeits	805,703	794,487	1,023,201
Interest Earnings	11,423,305	2,003,822	3,919,329
Interfund Transfers	24,564,042	24,213,274	25,346,579
Miscellaneous	19,421,380	3,870,877	4,382,862
Proceeds from Advance	926,340	1,168,635	2,022,196
Contribution from/(to) Fund Balance	(28,307,634)	28,486,845	31,481,236
Total Sources	**400,610,167**	**443,954,668**	**469,671,207**
Expenditures and Other Financing Uses			
Personal Services	134,828,878	157,148,594	173,148,669
Operating and Maintenance	153,742,279	174,418,484	175,351,906
Non-Operating	24,411,781	38,202,045	39,692,864
Capital	87,627,229	74,185,545	81,477,768
Total Uses	**400,610,167**	**443,954,668**	**469,671,207**

2025 Consolidated Fund Statement

Beginning Fund Balance	32,243,521	6,034,589	1,168,868	492,272	777,146	0

	General Fund	Public Safety Fund	Affordable Housing Fund	Airport Enterprise Fund	Art in Public Places Special Revenue Fund	Attainable Housing Fund
Sources of Funds						
Taxes	91,357,181	18,098,613	-	7,956	-	-
Licenses and Permits	2,809,325	-	-	-	-	-
Intergovernmental	1,826,249	1,296,877	-	-	-	-
Charges for Services	19,316,321	39,423	-	166,155	-	-
Fines and Forfeits	981,201	-	-	-	-	-
Interest Earnings	1,600,000	50,000	-	-	-	-
Interfund Transfers	456,496	-	1,481,543	-	385,950	1,000,000
Miscellaneous	1,046,903	-	1,655,000	487,459	-	-
Proceeds from Advance	-	-	-	-	-	-
Total Sources of Funds	**119,393,676**	**19,484,913**	**3,136,543**	**661,570**	**385,950**	**1,000,000**
Expenses by Category						
Personal Services	91,335,508	16,951,211	839,961	255,016	186,161	209,985
Operating and Maintenance	27,549,543	3,227,543	2,296,582	389,430	261,582	410,587
Non-Operating	5,593,007	-	-	-	-	-
Capital	2,596,886	834,485	-	-	150,000	-
Total Expenses by Category	**127,074,944**	**21,013,239**	**3,136,543**	**644,446**	**597,743**	**620,572**
Ending Fund Balance	*24,562,253*	*4,506,263*	*1,168,868*	*509,396*	*565,353*	*379,428*
Contribution to/(from) Fund Balance	(7,681,268)	(1,528,326)	-	17,124	(211,793)	379,428
Increase/Decrease Fund Balance	-31.27%	-33.92%	0.00%	3.36%	-37.46%	100.00%
*Fund balance in aggregate is (>or<) 10%	one time expenses	operating			operating and CIP	revenue

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

2025 Consolidated Fund Statement

Beginning Fund Balance	80,769	98,420	657,142	5,658,522	160,674

	Callahan House Fund	CDBG/HOME Fund	Conservation Trust Fund	DDA Fund	Downtown Parking Special Revenue Fund
Sources of Funds					
Taxes	-	-	-	1,616,713	-
Licenses and Permits	-	-	-	-	70,000
Intergovernmental	-	478,873	1,150,000	75,000	-
Charges for Services	54,500	-	-	140,400	-
Fines and Forfeits	-	-	-	-	-
Interest Earnings	2,000	-	25,000	34,000	5,000
Interfund Transfers	100,510	-	-	100,780	-
Miscellaneous	-	5,000	-	33,600	-
Proceeds from Advance	-	-	-	2,022,196	-
Total Sources of Funds	**157,010**	**483,873**	**1,175,000**	**4,022,689**	**75,000**
Expenses by Category					
Personal Services	114,537	117,070	109,135	456,791	65,555
Operating and Maintenance	46,699	366,803	509,960	954,030	65,175
Non-Operating	-	-	-	1,273,335	-
Capital	-	-	17,500	1,006,221	10,000
Total Expenses by Category	**161,236**	**483,873**	**636,595**	**3,690,377**	**140,730**
Ending Fund Balance	*76,543*	*98,420*	*1,195,547*	*5,990,834*	*94,944*
Contribution to/(from) Fund Balance	(4,226)	-	538,405	332,312	(65,730)
Increase/Decrease Fund Balance	-5.52%	0.00%	45.03%	5.55%	-69.23%
*Fund balance in aggregate is (>or<) 10%			capital		operating

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

2025 Consolidated Fund Statement

Beginning Fund Balance	10,908,670	35,093	6,484,158	292,687	1,916,863

	Electric and Broadband Utility Enterprise Fund	Electric CIF Fund	Fleet Service Fund	GID #1 Fund	Golf Enterprise Fund
Sources of Funds					
Taxes	-	-	-	182,565	-
Licenses and Permits	-	-	-	-	-
Intergovernmental	-	-	-	-	-
Charges for Services	124,703,284	1,049,530	-	-	4,092,254
Fines and Forfeits	-	-	-	-	-
Interest Earnings	145,000	20,000	1,000,000	4,000	7,746
Interfund Transfers	402,605	-	12,458,516	-	-
Miscellaneous	70,250	-	250,000	-	-
Proceeds from Advance	-	-	-	-	-
Total Sources of Funds	**125,321,139**	**1,069,530**	**13,708,516**	**186,565**	**4,100,000**
Expenses by Category					
Personal Services	21,808,902	101,970	2,749,975	48,137	1,795,597
Operating and Maintenance	88,707,966	-	5,033,747	148,134	1,756,033
Non-Operating	5,842,213	-	-	-	200,000
Capital	10,503,240	1,001,490	6,760,888	-	201,570
Total Expenses by Category	**126,862,321**	**1,103,460**	**14,544,610**	**196,271**	**3,953,200**
Ending Fund Balance	*9,367,488*	*1,163*	*5,648,064*	*282,981*	*2,063,663*
Contribution to/(from) Fund Balance	(1,541,182)	(33,930)	(836,094)	(9,706)	146,800
Increase/Decrease Fund Balance	-16.45%	-2917.88%	-14.80%	-3.43%	7.11%
*Fund balance in aggregate is (>or<) 10%	purchase power and capital	CIP	capital		

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

2025 Consolidated Fund Statement

Beginning Fund Balance	-	23,921	79,288	44,365	33,562	152,514

	Harvest Junction Fund	Judicial Wedding fund	Library Services Fund	Lodgers Tax Fund	Longmont Urban Renewal Fund	Museum Grants Donations Services Fund
Sources of Funds						
Taxes	-	-	-	510,000	2,400,000	-
Licenses and Permits	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	294,500
Charges for Services	-	1,200	-	-	-	240,605
Fines and Forfeits	-	-	-	-	-	-
Interest Earnings	-	-	-	-	3,000	15,000
Interfund Transfers	1,400,000	-	-	-	-	336,045
Miscellaneous	-	-	28,000	-	-	287,500
Proceeds from Advance	-	-	-	-	-	-
Total Sources of Funds	**1,400,000**	**1,200**	**28,000**	**510,000**	**2,403,000**	**1,173,650**
Expenses by Category						
Personal Services	-	2,000	2,000	-	-	408,777
Operating and Maintenance	-	-	46,500	510,000	-	734,680
Non-Operating	1,400,000	-	20,500	-	2,403,000	-
Capital	-	-	-	-	-	-
Total Expenses by Category	**1,400,000**	**2,000**	**69,000**	**510,000**	**2,403,000**	**1,143,457**
Ending Fund Balance	-	*23,121*	*38,288*	*44,365*	*33,562*	*182,707*
Contribution to/(from) Fund Balance	-	(800)	(41,000)	-	-	30,193
Increase/Decrease Fund Balance	0.00%	-3.46%	-107.08%	0.00%	0.00%	16.53%
*Fund balance in aggregate is (>or<) 10%			revenue			revenue

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

2025 Consolidated Fund Statement

Beginning Fund Balance	125,347	4,781,993	1,090,304	102,445	2,989,587	119,874

	Museum Trust Fund	Open Space Fund	Park and Greenway Maintenance Fund	Park Grants and Donations Fund	Park Improvement Fund	Probation Services Fund
Sources of Funds						
Taxes	-	6,240,901	-	-	-	-
Licenses and Permits	-	-	-	-	1,907,660	-
Intergovernmental	-	-	-	-	-	-
Charges for Services	38,000	-	1,095,388	-	-	-
Fines and Forfeits	-	-	-	-	-	35,000
Interest Earnings	3,000	12,481	24,306	-	56,250	4,000
Interfund Transfers	-	-	-	-	-	-
Miscellaneous	-	250,000	-	3,600	-	-
Proceeds from Advance	-	-	-	-	-	-
Total Sources of Funds	**41,000**	**6,503,382**	**1,119,694**	**3,600**	**1,963,910**	**39,000**
Expenses by Category						
Personal Services	20,306	1,559,347	262,615	-	368,031	102,479
Operating and Maintenance	46,078	830,408	291,000	3,600	581	8,721
Non-Operating	-	2,451,360	15,000	-	-	-
Capital	-	499,833	1,209,185	-	516,500	-
Total Expenses by Category	**66,384**	**5,340,948**	**1,777,800**	**3,600**	**885,112**	**111,200**
Ending Fund Balance	*99,963*	*5,944,427*	*432,198*	*102,445*	*4,068,385*	*47,674*
Contribution to/(from) Fund Balance	(25,384)	1,162,434	(658,106)	-	1,078,798	(72,200)
Increase/Decrease Fund Balance	-25.39%	19.56%	-152.27%	0.00%	26.52%	-151.45%
*Fund balance in aggregate is (>or<) 10%	operating	revenue	operating and CIP		revenue	operating

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

2025 Consolidated Fund Statement

Beginning Fund Balance	4,102	3,132,657	4,562,260	128,209	4,417,220	10,728,402

	Public Buildings CIF	Public Improvement Fund	Sanitation Enterprise Fund	Senior Services Funds	Sewer Construction Fund	Sewer Fund
Sources of Funds						
Taxes	-	9,335,189	-	-	-	-
Licenses and Permits	-	-	-	-	-	3,000
Intergovernmental	-	-	-	-	-	-
Charges for Services	-	-	9,430,200	182,300	1,238,300	21,204,600
Fines and Forfeits	-	-	-	-	-	-
Interest Earnings	-	250,000	18,376	1,500	49,800	162,900
Interfund Transfers	-	814,750	330,000	-	-	466,633
Miscellaneous	-	-	1,000	50,050	-	-
Proceeds from Advance	-	-	-	-	-	-
Total Sources of Funds	**-**	**10,399,939**	**9,779,576**	**233,850**	**1,288,100**	**21,837,133**
Expenses by Category						
Personal Services	-	-	4,092,051	18,515	-	6,633,940
Operating and Maintenance	-	58,000	7,662,456	130,231	-	7,847,608
Non-Operating	-	2,248,400	434,910	-	466,633	3,603,506
Capital	-	10,011,408	233,137	-	28,000	4,922,465
Total Expenses by Category	**-**	**12,317,808**	**12,422,554**	**148,746**	**494,633**	**23,007,519**
Ending Fund Balance	*4,102*	*1,214,788*	*1,919,282*	*213,313*	*5,210,687*	*9,558,016*
Contribution to/(from) Fund Balance	-	(1,917,869)	(2,642,978)	85,104	793,467	(1,170,386)
Increase/Decrease Fund Balance	0.00%	-157.88%	-137.71%	39.90%	15.23%	-12.25%
*Fund balance in aggregate is (>or<) 10%		CIP	operating and CIP	operating	CIP	CIP

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

2025 Consolidated Fund Statement

Beginning Fund Balance	80,197	9,983,013	6,411,174	284,655	11,096	3,379,525

	Special Retail Marijuana Tax Fund	Storm Drainage Enterprise Fund	Street System Maintenance Improvement Fund	Sustainability Fund	Traffic Safety Fund	Transportation CIF Fund
Sources of Funds						
Taxes	550,000	-	24,903,380	-	-	-
Licenses and Permits	-	1,100	50,000	-	-	-
Intergovernmental	-	-	8,239,314	195,000	-	-
Charges for Services	-	11,912,416	-	-	-	765,136
Fines and Forfeits	-	-	-	-	7,000	-
Interest Earnings	-	88,000	69,476	-	-	13,694
Interfund Transfers	-	-	-	1,197,955	-	-
Miscellaneous	-	1,000	10,000	-	-	-
Proceeds from Advance	-	-	-	-	-	-
Total Sources of Funds	**550,000**	**12,002,516**	**33,272,170**	**1,392,955**	**7,000**	**778,830**
Expenses by Category						
Personal Services	-	3,453,519	6,726,486	1,000,351	97	-
Operating and Maintenance	-	3,087,693	9,242,355	492,962	24	-
Non-Operating	550,000	2,706,517	917,599	-	-	-
Capital	-	4,577,607	21,979,938	-	-	1,850,000
Total Expenses by Category	**550,000**	**13,825,336**	**38,866,378**	**1,493,313**	**121**	**1,850,000**
Ending Fund Balance	*80,197*	*8,160,193*	*816,966*	*184,297*	*17,975*	*2,308,355*
Contribution to/(from) Fund Balance	-	(1,822,820)	(5,594,208)	(100,358)	6,879	(1,071,170)
Increase/Decrease Fund Balance	0.00%	-22.34%	-684.75%	-54.45%	38.27%	-46.40%
*Fund balance in aggregate is (>or<) 10%		CIP	CIP	operating	operating	CIP

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

2025 Consolidated Fund Statement

Beginning Fund Balance	384,115	731,280	2,494,889	6,879,121	34,551,176	477,183

	Utility Billing CIS Fund	Village at the Peaks Fund	Water Acquisition Fund	Water Construction Fund	Water Fund	Youth Services Special Revenue Fund
Sources of Funds						
Taxes	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-
Intergovernmental	-	262,000	-	-	-	-
Charges for Services	-	-	5,000	1,556,400	30,402,996	-
Fines and Forfeits	-	-	-	-	-	-
Interest Earnings	-	30,000	23,400	30,700	170,700	-
Interfund Transfers	900,000	1,674,418	-	-	1,840,378	-
Miscellaneous	-	-	-	-	200,000	3,500
Proceeds from Advance	-	-	-	-	-	-
Total Sources of Funds	**900,000**	**1,966,418**	**28,400**	**1,587,100**	**32,614,074**	**3,500**
Expenses by Category						
Personal Services	1,282,836	-	-	-	10,069,058	750
Operating and Maintenance	1,279	3,500	542,000	-	12,081,366	7,050
Non-Operating	-	2,046,682	-	1,840,378	5,679,824	-
Capital	-	-	-	128,500	12,438,915	-
Total Expenses by Category	**1,284,115**	**2,050,182**	**542,000**	**1,968,878**	**40,269,163**	**7,800**
Ending Fund Balance	-	*647,516*	*1,981,289*	*6,497,343*	*26,896,087*	*472,883*
Contribution to/(from) Fund Balance	(384,115)	(83,764)	(513,600)	(381,778)	(7,655,089)	(4,300)
Increase/Decrease Fund Balance	100.00%	-12.94%	-25.92%	-5.88%	-28.46%	-0.91%
*Fund balance in aggregate is (>or<) 10%	operating	operating	operating		CIP	

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

2025 Consolidated Fund Statement

Beginning Fund Balance

	GRAND TOTAL ALL FUNDS
Sources of Funds	
Taxes	155,202,498
Licenses and Permits	4,841,085
Intergovernmental	13,817,813
Charges for Services	227,634,408
Fines and Forfeits	1,023,201
Interest Earnings	3,919,329
Interfund Transfers	25,346,579
Miscellaneous	4,382,862
Proceeds from Advance	2,022,196
Total Sources of Funds	**438,189,971**
Expenses by Category	
Personal Services	173,148,669
Operating and Maintenance	175,351,906
Non-Operating	39,692,864
Capital	81,477,768
Total Expenses by Category	**469,671,207**
	-
	-
Ending Fund Balance	*(31,481,236)*
Contribution to/(from) Fund Balance	(31,481,236)

Increase/Decrease Fund Balance

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

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

GENERAL FUND SUMMARY

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.

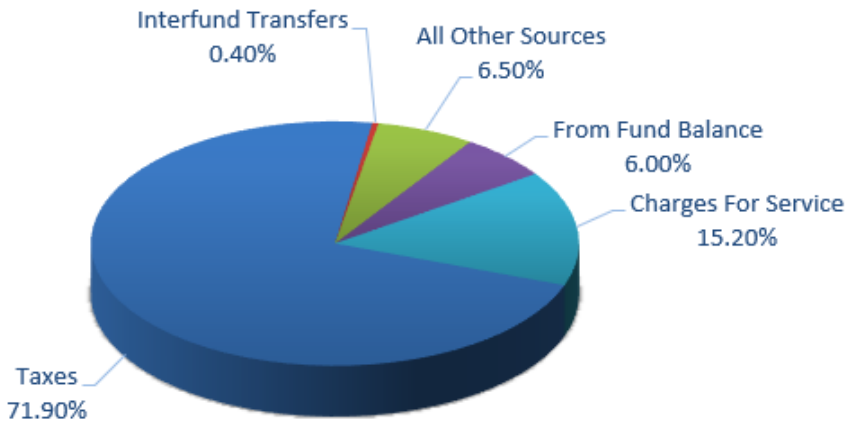
The second largest source of General Fund revenue is payments from other City funds for the support services provided to them by the various General Fund departments. For example, the Water Fund transfers money into the General Fund to pay for the accounting, utility billing, personnel, budgeting and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

2025 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 2025 budget, that amount is $21,562,253.

The General Fund budget includes an increase of .78 FTE. The total FTEs in the General Fund are 611.979.

GENERAL FUND - Sources of Funds



The General Fund will receive 71.9% ($91.4 million) of its total sources of funds from taxes in 2025. Sales and use tax collections will total $52.9 million, or 58.1% of all taxes collected.

- Interfund transfers will account for 0.4% 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 $8,066,546 of one-time revenues and a contribution from the General Fund's fund balance of $7.7 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 4.6% through the first six months of 2024. Projections for year-end 2024 are a combined increase for sales and use tax of 3.42%. Projections for 2025 are a 3.08% increase in sales and use tax revenue over the projected collections for 2024.3.

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

Building Permits: The 2025 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, 60 townhouse/condo units, and 710 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 2025	$	119,008,398
2025 estimated revenues and use of fund balance other than property taxes	$	91,834,240
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 2024, collected in 2025:

Boulder County	$	1,914,693,935
Weld County	$	110,206,065

Average collection rate of property taxes:

2025 est	98.5%
2024 est	98.5%
2023	102.7%
2022	102.9%
2021	102.6%
2020	101.0%
2019	99.2%
2018	98.9%
2017	98.6%
2016	98.6%

The value of real and personal property in Longmont is provided by the Boulder County and Weld County assessors. The 2025 Budget is based on preliminary valuations since the counties do not issue final certification of valuation until December.

GENERAL FUND - Fund Statement

	2023 Actual	2024 Budget	2025 Budget
SOURCES OF FUNDS			
REVENUES			
Taxes	83,365,897	91,068,196	91,357,181
Licenses and Permits	4,007,888	2,374,883	2,809,325
Intergovernmental	2,870,428	1,625,909	1,826,249
Charges for Service	17,652,660	17,892,240	19,315,921
Fines and Forfeits	761,036	631,487	981,201
Interest and Miscellaneous	3,199,377	1,913,612	2,647,303
Interfund Transfers	767,535	891,326	456,496
TOTAL REVENUES	**$ 112,624,822**	**$ 116,397,653**	**$ 119,393,676**
EXPENDITURES BY BUDGET SERVICE			
Finance Administration	483,410	474,210	587,610
Accounting	1,593,313	1,775,966	1,823,878
Sales Tax	529,788	689,001	657,655
Treasury	335,538	400,924	415,496
Information Desk	69,906	82,330	83,114
Enterprise Technology Services Operations	3,102,218	4,330,830	3,807,441
Enterprise Technology Services Applications	1,353,467	1,554,105	1,644,179
Risk Management	412,127	458,419	492,678
Safety	173,227	189,227	198,929
Wellness	99,146	100,965	106,350
Purchasing and Contracts	992,994	1,153,707	1,224,233
Budget	604,245	723,348	706,266
Human Resources	1,779,621	1,953,398	2,217,262
Community, Neighborhood, and Equity Resources	763,703	861,847	893,317
Communications	801,374	1,151,909	1,150,750
Utility Billing	2,200,066	2,640,777	2,945,094
Mail Delivery	97,884	89,278	69,054
Strategic Integration Executive Director	127,051	235,097	245,406
Strategic Integration Air Quality/Oil and Gas	828,564	948,300	959,027
Strategic Integration Rates and Finance	24,621	30,099	17,936
Strategic Integration Technology	121,534	176,630	169,506
Strategic Integration Customer Service and Administration	28,595	32,692	39,348
Strategic Integration Data, Analytics and Performance	52,395	126,331	109,197
Strategic Integration Geospatial Data	142,724	151,174	154,708
Museum	1,064,624	1,145,754	1,208,802
Museum Auditorium	369,960	311,926	323,983
Recreation and Culture Administration	233,588	287,070	293,353
Recreation Administration	606,750	492,383	503,989
Recreation Center	2,032,006	1,938,806	2,105,074
Athletics and Team Sports	523,146	591,103	594,787

	2023 Actual	2024 Budget	2025 Budget
Recreation for Special Needs	16,720	45,484	128,553
General Programs and Facilities	942,649	940,715	906,910
Outdoor Recreation	28,904	31,064	31,025
Aquatics	1,204,175	1,306,514	1,302,179
Concessions	43,346	69,890	36,556
Community Events	145,728	166,477	139,477
Seasonal Ice Rink	164,136	170,624	244,400
Youth Recreation Programs	31,257	38,368	39,279
Sports Field Maintenance	348,580	361,564	403,076
Recreation Union	-	38,355	231,164
Library Administration	814,305	656,234	706,567
Adult Services	1,079,191	1,171,236	1,234,104
Children's and Teen Services	721,413	756,702	805,476
Technical Services	899,550	1,107,270	1,143,150
Circulation	967,499	1,000,793	1,008,282
Human Services Admin	1,619,728	514,021	470,594
Human Service Agencies	2,547,323	2,753,046	2,740,716
Permanent Supportive Housing	-	275,000	275,000
Housing and Community Investment	114,312	118,925	168,581
Senior Services	1,187,346	1,430,247	1,423,416
Youth Services	2,575,589	1,327,603	1,389,332
Redevelopment	235,773	879,620	391,262
Economic Development Programs	526,035	999,671	899,657
Development and Planning Services	1,697,734	2,084,326	2,354,260
Building Permits and Inspections	1,806,211	1,834,238	1,821,144
Transportation Planning	392,004	441,365	438,332
Code Enforcement	785,632	1,070,483	1,012,710
Parking Enforcement	138,617	159,101	181,290
Facility Maintenance	2,290,946	2,554,037	2,293,720
Facility Operations	1,979,674	2,241,028	2,300,984
Facility Project Management	292,696	329,372	337,565
Chief Administration	878,310	1,111,090	1,110,399
Neighborhood Resource Team	279,025	435,693	408,357
Emergency Communication Center	2,158,825	2,770,679	3,015,733
Emergency Management	80,738	111,818	95,505
Collaborative Services Administration	921,610	1,042,613	1,154,126
Outreach	165,198	38,943	25,486
CORE Program	185,406	308,758	347,858
Recruitment and Hiring	514,312	544,780	652,116
Public Safety Information and Technology Services	944,785	1,015,578	1,075,717
Records Unit	689,437	771,633	816,360
Case Management	126,518	132,521	146,235
Police Services Administration	405,544	469,295	481,732
Detective Operations	4,144,755	3,785,800	4,491,148
SWAT Team	874,236	437,316	412,505
Police Training	457,641	502,137	645,315
Special Operations	130,277	-	-
Special Investigations Unit	320,136	161,037	131,753
School Resource Officers	809,339	901,489	973,733

	2023 Actual	2024 Budget	2025 Budget
Patrol	12,468,872	14,519,407	17,286,290
Animal Control	916,775	1,221,510	1,431,641
Traffic Unit	1,382,614	1,422,403	1,347,257
Fire Services Administration	1,268,109	1,197,720	1,377,805
Fire Training	836,245	392,929	585,658
Fire Codes and Planning	555,482	589,287	635,722
Fire Suppression	12,727,080	13,255,241	15,464,613
Parks Administration	641,594	673,198	697,767
Parks Maintenance	2,388,005	2,813,172	2,893,448
Parks Development and Improvement	203,160	279,798	290,983
Forestry Maintenance	1,031,496	1,185,542	1,075,626
Municipal Grounds Maintenance	359,946	381,253	398,111
Right of Way Maintenance	578,171	599,095	576,740
Union Reservoir	493,770	618,016	434,208
Parks Resource Management	202,511	233,723	229,581
Mayor and City Council	559,194	521,459	523,713
City Manager	1,415,008	1,431,905	1,585,773
Non-Departmental	4,323,702	8,766,903	7,133,983
Recovery Office	101,877	210,570	139,329
City Clerk	546,841	681,622	712,059
Elections and Voter Registration	99,518	128,006	231,716
City Attorney	1,699,949	1,987,431	2,080,093
Judicial Department	716,093	729,697	966,585
Probation	362,074	374,947	384,982
TOTAL EXPENDITURES	**$ 107,108,833**	**$ 120,726,993**	**$ 127,074,944**
CONTRIBUTION TO/(FROM) FUND BALANCE	$ 5,515,989	$ (4,329,340)	$ (7,681,268)

**Total revenues plus contribution from fund balance totals $127,074,944*

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 2025 and the projected General Fund cash surplus for 2025.

		2024 Adopted Budget		2024 Projected Actual
Beginning Available Fund Balance	$	33,714,305	$	33,714,305
Revenues				
Sales Tax		43,396,691		44,266,210
Use Tax		6,989,292		6,978,629
Property Tax		29,974,158		30,214,866
All Other		36,037,512		34,835,570
TOTAL REVENUES	$	116,397,653	$	116,295,275
TOTAL EXPENSES	$	120,726,993	$	117,766,059
Ending Available Fund Balance	$	29,384,965	$	32,243,521

Projected 2025 Ending Available Fund Balance

2025 General Operating Expenditures	$	119,008,398		
TABOR Reserve			$	6,301,519
Emergency Reserve				15,260,734
Fund Balance used in 2025 budget				7,681,268
2025 Available for Emergency Reserve				3,000,000
Projected ending available fund balance			$	*0*

	2023 Actual	2024 Budget	2025 Budget
TAXES			
Property Taxes-Current	23,646,945	27,174,158	27,174,158
Property Taxes-Delinquent	11,275	-	-
Sales Taxes	42,403,827	43,396,691	45,753,460
Use Taxes	7,121,748	6,989,292	6,766,267
Cigarette Taxes	202,503	130,000	150,000
Natural Gas Franchise	1,236,181	1,300,000	1,200,000
Cable Television Franchise	594,016	600,000	560,000
Telephone Franchise	99,966	126,593	152,798
Electric Franchise	6,839,798	7,114,850	7,500,000
Broadband Franchise	7,610	6,307	208,120
Water Franchise	573,644	613,181	665,699
Wastewater Franchise	628,384	817,124	847,001
Taxes Subtotal	*83,365,897*	*88,268,196*	*90,977,503*
LICENSES AND PERMITS			
Liquor Licenses	11,118	10,000	11,000
Marijuana Licenses	71,400	60,000	62,000
Sales Tax Business Permits	20,440	20,000	20,000
Business Licenses	5,543	5,000	5,500
Building Permits	3,745,635	1,793,829	2,204,901
Building Permits (IDR used for ongoing)	-	352,729	352,324
Wood Burning Exemption Permits	10	-	-
Contractor Licenses	145,150	124,925	145,000
Parade Licenses	350	400	400
Use of Public Places Permit	6,577	6,500	6,500
Alcohol in Public Places Permits	1,666	1,500	1,700
Licenses and Permits Subtotal	*4,007,888*	*2,374,883*	*2,809,325*
INTERGOVERNMENTAL			
Federal Grants	110,356	210,570	139,329
Nongrant Federal Revenue	270,713	-	101,457
Federal Mineral Lease Distribution	51,233	-	28,000
State Grants	615,985	-	-
Nongrant State Revenue	-	-	-
State Severance Tax	314,340	30,000	30,000
State Marijuana Tax	311,471	250,000	290,000
Local Government Grants	31,243	-	-
Nongrant Local Revenue	150,586	169,769	180,934
Boulder County	-	-	-
St. Vrain Valley School District	154,052	159,148	177,377
Longmont Housing Authority	755,882	714,422	794,152
Town of Frederick	7,500	-	-
City of Lafayette	-	-	-
Boulder County Fire IGA	-	-	-
Hazmat Authority	44,782	32,000	32,000
Boulder County Shared Fines	52,286	60,000	53,000
Weld County Shared Fines	-	-	-
Mtn View Fire Protection	-	-	-
Intergovernmental Subtotal	*2,870,428*	*1,625,909*	*1,826,249*

	2023 Actual	2024 Budget	2025 Budget
CHARGES FOR SERVICE			
Land Development	74,383	80,000	70,000
Liquor Application Fee	43,213	35,000	40,000
Marijuana Application Fee	-	-	1,000
Marijuana Modification Fee	-	10,000	10,000
Pet Licensing Fee	-	-	45,000
Maps and Publications	443	275	150
Sales Tax Commission	120,725	75,000	110,000
Purchasing Card Rebates	155,790	155,000	172,000
Rebates	6,236	-	-
Criminal Justice Records	42,726	38,000	50,000
Extra Duty Police Officer Reimbursement	93,861	-	-
Sex Offender Registration Fees	7,392	8,000	8,000
Vehicle Impound Fees	2,755	3,000	2,000
Peer Support	11,175	-	-
Fireworks Stand Fees	7,999	7,000	9,000
Fire Inspection Fees	86,791	82,000	120,000
Emergency Dispatching	82,788	-	200,000
Unbilled Utility Revenue	17,959	-	-
Work in R-O-W Permits	-	3,000	3,000
Plan Check Fees	882,756	475,861	479,637
Plan Check Fees (IDR used for ongoing)		46,333	47,155
Elevator Inspection Fees	55,410	55,200	58,420
Right of Way Maintenance	270,168	282,423	576,740
Shutoff Reconnect Fees	150,581	150,000	160,000
Disconnect Tag Fees	447,400	370,000	480,000
Recreation Center - Admission/Passes	1,391,084	1,377,362	1,522,362
Recreation Center - Aquatic Fees	111,015	115,000	115,000
Recreation Center - Activity Fees	116,862	139,250	139,250
Recreation Center - Rentals	56,901	44,575	56,575
Recreation Center - Concessions	10,834	12,375	12,375
Recreation Center - Resale Merchandise	15,440	15,125	15,125
Silver Sneakers Program	248,663	177,500	267,500
Pool Fees/Passes/Lessons	470,760	514,457	539,457
Recreation Non-Resident Fees	43,770	37,185	44,185
Recreation Community Events	81,273	115,764	101,764
Union Reservoir Fees	694,373	607,433	659,772
Ice Rink Program Fees	173,536	154,910	174,910
Mobile Stage Setup	7,750	3,394	8,394
Athletic Program Fees	406,407	352,691	411,691
Recreation Activity Fees	532,286	526,803	546,803
Senior Services Subscriptions	187	250	200
Outdoor Recreation Activity Fees	49,290	62,765	62,765
Special Recreation Activity Fees	16,958	24,086	24,086
Concessions-Sandstone Ranch #2	90	-	-
Concessions-Sandstone Ranch #1	550	-	-
Concessions-Centennial Pool	680	825	825
Concession-Clark Park	750	-	-
Concessions-Roosevelt Park	167	389	389
Concessions-Sunset Pool	32,023	43,932	57,932
Concessions-Memorial Building	930	1,403	1,403
Concessions-Garden Acres	225	-	-
Concessions-Ice Rink	226	2,772	2,772
Ice Rink Rentals	55,892	36,835	52,835

	2023 Actual	2024 Budget	2025 Budget
CHARGES FOR SERVICE (Continued)			
Memorial Building Rentals	51,948	43,777	55,277
Willow Barn Rental	49,121	38,250	47,250
Senior Center Rentals	1,803	2,200	2,500
Swimming Pool Rentals	61,134	64,225	68,225
Other Facility Rentals	218,750	167,250	217,250
Batting Cage Licensing Fee	4,500	3,000	3,000
Park Shelter Rentals	50,981	49,383	55,883
Museum Special Events Fee	47,343	70,000	45,000
Museum Auditorium ticket sales	85,416	110,000	100,000
Museum Auditorium rental fees	83,385	65,000	75,000
Museum Auditorium beverage sales	34,944	28,000	31,000
NSF Check	5,860	4,000	6,000
Garnishments Fee	797	700	700
Credit Card Convenience Fee	23,744	100,000	-
Admin Mgmt Fee Sanitation Fund	690,896	949,663	988,183
Admin Mgmt Fee Golf Fund	245,576	191,150	268,898
Admin Mgmt Fee Electric Fund	2,306,106	2,536,491	2,548,450
Admin Mgmt Fee Broadband Fund	564,727	616,936	737,285
Admin Mgmt Fee Water Fund	1,900,484	2,286,987	2,216,101
Admin Mgmt Fee Sewer Fund	1,273,721	1,193,882	1,279,159
Admin Mgmt Fee Storm Drainage Fund	771,734	886,521	836,840
Admin Mgmt Fee Airport Fund	82,794	99,917	86,877
Admin Mgmt Fee Street Fund	1,087,097	1,142,780	1,118,172
Admin Mgmt Fee Museum Services Fund	241,481	291,445	336,045
Admin Mgmt Fee Open Space Fund	297,594	254,941	183,728
Admin Mgmt Fee General Imprvmnt District	15,100	27,656	26,034
Admin Mgmt Fee Fleet Fund	369,078	423,107	479,657
Admin Mgmt Fee Oil and Gas	7,075	1,806	37,335
Charges for Service Subtotal	*17,652,660*	*17,892,240*	*19,310,321*

	2023 Actual	2024 Budget	2025 Budget
FINES AND FORFEITS			
Parking Fines	122,493	106,000	174,290
Traffic Camera Fines	-	-	329,619
Other Forfeitures	-	-	30,000
Court Fines	259,829	290,000	225,000
Court Refunds	100	-	-
Bond Forfeitures	8,120	6,200	6,200
Court Education Fees	9,050	10,000	8,500
Home Detention Services	-	-	-
Probation Monitoring Fees	15,867	15,500	15,500
Substance Abuse Group	115	250	-
Surcharge on Violations	26,845	30,000	25,000
Court Costs	42,541	46,000	37,000
Outside Judgments/Warrants-City	1,790	1,600	1,600
Library Fines/Penalties	22,324	-	15,000
Code Enforcement Admin Penalty	952	600	600
Miscellaneous Penalties	260	350	350
False Alarm Fines	2,900	4,000	3,600
Tree Mitigation Fine	195,491	81,987	83,942
Civil Penalty Abatement	29,490	24,000	10,000
Nuisance Abatements	-	-	-
Weed Cutting	22,867	15,000	15,000
Fines and Forfeits Subtotal	*761,036*	*631,487*	*981,201*
INTEREST AND MISCELLANEOUS			
Miscellaneous Revenue	(3,672)	16,537	24,270
Miscellaneous Revenue-Police	27,595	15,000	15,000
Miscellaneous Revenue-Library	12,391	4,000	6,000
Miscellaneous Revenue-Court	165	300	300
Miscellaneous Revenue-City Clerk	518	500	500
Miscellaneous Revenue-Fire	1,500	-	-
Sale of Equipment	22,490	25,000	25,000
Sale of Equipment - Cell phones	43,719	-	15,000
Academy Leased Resource	-	-	-
Prior Years Revenue/Expenses	21,556	-	-
Interest Income	1,334,310	788,575	1,600,000
Unrealized Gain/Loss	756,190	-	-
Lease of Real Property			
Oil and Gas Lease Royalties	936,898	888,300	960,833
Fire Community Room Rental Fee	385	400	400
Private Grant/Donations	34,158	-	-
Arbor Day Tree Sales	10,170	-	-
Developer Participation	-	-	-
Lease Purchase Proceeds	-	-	-
Cash Short/Over	1,002	-	-
Miscellaneous Revenue Subtotal	*3,199,377*	*1,738,612*	*2,647,303*

	2023 Actual	2024 Budget	2025 Budget
INTERFUND TRANSFERS			
Transfer from Electric-Tree Planting	23,000	23,000	23,000
Transfer from Electric-Rec Sponsorships	2,500	-	-
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	275,000
Transfer from Self Insurance Fund	-	-	-
Transfer from Workers Comp Fund	129,421	137,996	137,996
Interfund Transfers Subtotal	*465,421*	*456,496*	*456,496*
TOTAL ONGOING REVENUES	**112,322,708**	**112,987,823**	**119,008,398**
ONE TIME REVENUES			
One time Property Tax	-	2,800,000	-
One time Use Tax	-	-	379,678
Incremental Development Revenue	-	-	-
Boulder County	-	-	-
ARPA	-	-	-
Union Reservoir Fees	-	-	5,600
Oil and Gas Royalties	-	60,000	-
Tree Mitigation Fees	-	115,000	-
Metro Football Stadium Distribution	-	-	-
One Time Transfers from Special Retail Marijuana Tax	-	-	-
One Time Transfers from Other Funds	302,114	434,830	-
Fund Balance Reserved for Bohn Farm	-	-	-
Fund Balance Reserved for Union Reservoir	-	48,938	-
Contribution from/(to) Fund Balance	(5,515,989)	4,280,402	7,681,268
TOTAL ONE TIME REVENUES	**(5,213,875)**	**7,739,170**	**8,066,546**
TOTAL FUNDS NEEDED TO MEET EXPENSES	**107,108,833**	**120,726,993**	**127,074,944**

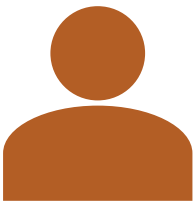
GENERAL FUND - FTE Changes

Department/Division	Position	FTE
FTE Additions		
Public Safety	Police Officer	1.00
Public Safety	Police Officer	1.00
Public Safety	Police Officer	1.00
FTE Reductions		
Shared Services - Strategic Integration	Business Analyst	0.10
External Services - Housing and Community Investment	LHA Housing Compliance Manager	1.00
External Services - Recreation and Culture	Library Page	0.25
External Services - Recreation and Culture	Library Page	0.50
External Services - Transportation Planning	Traffic Safety Coordinator	0.38
Net FTE Change to the General Fund		**0.78**

ADMINISTRATIVE DIVISIONS

GENERAL FUND:

- Mayor and City Council
- City Manager
  - Non-Departmental
- City Attorney
- Judicial Department
  - Municipal Court
  - Probation



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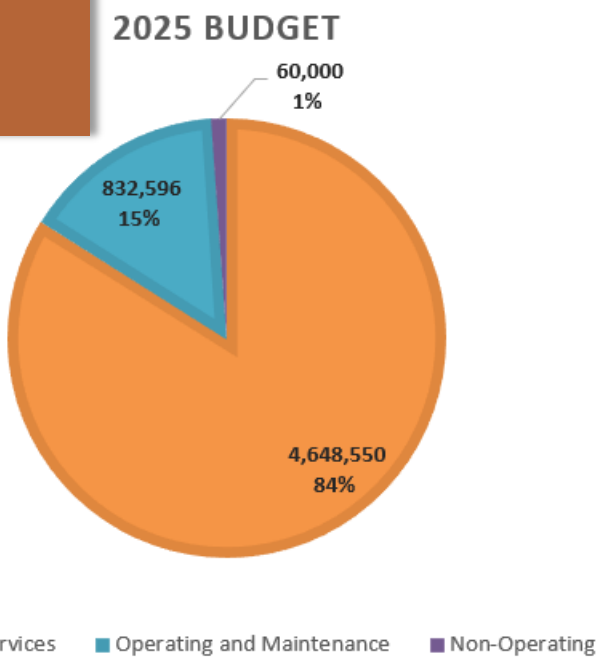

Administrative Divisions Overview

Mayor and City Council

Overview

	2023 Actual	2024 Budget	2025 Budget
Personal Services	158,682	157,299	157,296
Operating and Maintenance	400,512	292,660	306,417
Non-Operating	-	71,500	60,000
Capital	-	-	-
TOTAL	**$ 559,194**	**$ 521,459**	**$ 523,713**

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

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

Goals:

- Responsible internal operations and governance
- A Safe Healthy and Adaptable Community
- Housing, services, amenities and opportunities for all
- Job Growth and Economic Vitality Through Innovation and Collaboration

Mayor and City Council

Budgeted Positions

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Mayor	1.000	1.000	1.000
Council Member	6.000	6.000	6.000
Total	**7.000**	**7.000**	**7.000**

Budget Detail

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	88,558	90,000	90,000
128	FICA	5,491	5,580	5,580
129	Medicare Contribution	1,284	1,305	1,305
135	Compensation Insurance	32	34	31
137	Staff Training and Conference	52,148	51,880	51,880
142	Food Allowance	11,169	8,500	8,500
	Subtotal	*158,682*	*157,299*	*157,296*
Operating and Maintenance				
210	Supplies	9,856	5,923	5,923
216	Reference Books and Materials	-	300	300
217	Dues and Subscriptions	119,157	111,427	118,702
218	NonCapital Equip and Furniture	6,669	-	-
240	Repair and Maintenance	1,736	4,410	4,410
245	Mileage Allowance	-	600	600
246	Liability Insurance	4,283	208	190
250	Prof and Contracted Services	247,003	161,520	156,520
252	Ads and Legal Notices	53	-	-
261	Telephone Charges	1,437	4,600	4,600
263	Postage	-	500	500
264	Printing Copying and Binding	4,740	3,172	3,172
269	Other Services and Charges	5,578	-	11,500
	Subtotal	*400,512*	*292,660*	*306,417*
Non-Operating Expense				
970	Transfers To Other Funds	-	11,500	-
971	Contingency	-	60,000	60,000
	Subtotal	-	*71,500*	*60,000*
	SERVICE TOTAL	**$ 559,194**	**$ 521,459**	**$ 523,713**

City Manager

Overview

	2023 Actual	2024 Budget	2025 Budget
Personal Services	1,336,899	1,395,636	1,545,197
Operating and Maintenance	78,109	36,269	40,576
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	**$ 1,415,008**	**$ 1,431,905**	**$ 1,585,773**

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, they are 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. 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;
- Developing City-wide policies and procedures;
- Coordinating community activities; and
- Providing staff support to the Mayor, City Council members, and other City departments.

Goals:

- Responsible internal operations and governance
- A safe, healthy and adaptable community
- Housing, services, amenities and opportunities for all
- Job growth and economic vitality through innovation and collaboration

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).

City Manager

Budgeted Positions—City Manager

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
City Manager	1.000	1.000	1.000
Assistant City Manager	2.000	2.000	2.000
Administrative Supervisor	0.000	0.000	1.000
Training Coordinator	0.750	0.750	0.750
Business Analyst	1.000	1.000	1.000
Executive Assistant	1.000	1.000	0.000
Total	**5.750**	**5.750**	**5.750**

Budget Detail - City Manager

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	988,074	995,458	1,126,645
112	Temporary Wages	51,726	55,001	41,241
121	Overtime Wages	1,809	4,398	4,398
126	RHS Plan	6,661	2,300	2,300
128	FICA	3,207	3,410	3,797
129	Medicare Contribution	13,102	15,214	17,205
131	MOPC	47,274	49,708	56,268
132	Employee Insurance	113,050	137,427	162,827
133	GERP Retirement	86,427	93,452	105,783
135	Compensation Insurance	846	701	1,545
136	Unemployment Insurance	301	379	-
137	Staff Training and Conference	21,079	35,488	20,488
142	Food Allowance	3,343	2,700	2,700
	Subtotal	*1,336,899*	*1,395,636*	*1,545,197*
Operating and Maintenance				
210	Supplies	12,022	1,500	3,500
216	Reference Books and Materials	-	150	150
217	Dues and Subscriptions	9,776	6,574	6,574
218	NonCapital Equip and Furniture	10,335	3,600	300
245	Mileage Allowance	5,620	5,430	5,430
246	Liability Insurance	4,771	4,257	2,224
249	Operating Leases and Rentals	-	-	4,000
250	Prof and Contracted Services	31,446	4,768	4,768
253	Software	-	-	3,300
261	Telephone Charges	1,577	880	880
263	Postage	1,376	1,110	1,450
264	Printing Copying and Binding	596	-	-
269	Other Services and Charges	590	8,000	8,000
	Subtotal	*78,109*	*36,269*	*40,576*
	SERVICE TOTAL	**$ 1,415,008**	**$ 1,431,905**	**$ 1,585,773**

City Manager

Budget Detail - Non - Departmental

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	98,542	801,628	721,339
112	Temporary Wages	-	28,160	28,160
123	Leave Expense	-	190,000	190,000
126	RHS Plan	1,141	-	-
129	Medicare Contribution	1,419	-	-
142	Food Allowance	244	-	-
	Subtotal	*101,346*	*1,019,788*	*939,499*
Operating and Maintenance				
210	Supplies	168	-	-
240	Repair and Maintenance	-	240,000	-
250	Prof and Contracted Services	305,000	312,077	292,077
256	Refunds	202,049	70,000	210,000
269	Other Services and Charges	144,651	2,420,150	120,150
274	Fleet Lease Replacememt	292,596	-	-
275	Building Permits to DDA	199,695	-	-
290	Rebates	192,818	250,000	260,000
	Subtotal	*1,336,978*	*3,292,227*	*882,227*
Non-Operating Expense				
927	Principal Notes and Contracts	-	130,000	130,000
928	Interest Notes and Contracts	3,786	-	-
950	Bad Debt	(33,465)	9,400	9,400
970	Transfers To Other Funds	2,915,058	4,065,488	4,547,338
971	Contingency	-	250,000	625,519
	Subtotal	*2,885,379*	*4,454,888*	*5,312,257*
	SERVICE TOTAL	**$ 4,323,702**	**$ 8,766,903**	**$ 7,133,983**

City Attorney

Overview

	2023 Actual	2024 Budget	2025 Budget
Personal Services	1,551,104	1,819,400	1,908,585
Operating and Maintenance	148,845	168,031	171,508
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	**$ 1,699,949**	**$ 1,987,431**	**$ 2,080,093**

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.

Goals:

- Responsible internal operations and governance
- A safe, healthy and adaptable community

City Attorney

Budgeted Positions

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
City Attorney	1.000	1.000	1.000
Deputy City Attorney	1.000	1.000	1.000
Sr Assistant City Attorney	2.000	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	**10.000**	**10.000**	**10.000**

Budget Detail - City Attorney

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	1,212,159	1,391,051	1,449,149
112	Temporary Wages	-	6,292	6,292
121	Overtime Wages	-	150	150
126	RHS Plan	10,240	4,000	4,000
128	FICA	-	390	390
129	Medicare Contribution	15,273	20,045	21,104
131	MOPC	59,384	68,803	72,458
132	Employee Insurance	124,593	190,096	209,516
133	GERP Retirement	117,412	129,349	136,219
135	Compensation Insurance	486	503	1,112
136	Unemployment Insurance	429	526	-
137	Staff Training and Conference	10,577	7,895	7,895
142	Food Allowance	551	300	300
	Subtotal	*1,551,104*	*1,819,400*	*1,908,585*
Operating and Maintenance				
210	Supplies	2,678	2,823	2,823
216	Reference Books and Materials	889	2,463	2,463
217	Dues and Subscriptions	7,807	3,955	3,955
218	NonCapital Equip and Furniture	2,871	600	600
240	Repair and Maintenance	1,737	10,735	5,675
253	Software	-	-	9,452
245	Mileage Allowance	3,762	4,000	4,000
246	Liability Insurance	12,593	14,504	13,589
250	Prof and Contracted Services	50,013	62,522	62,522
252	Ads and Legal Notices	391	-	-
255	Jury and Witness Fees	-	550	550
261	Telephone Charges	1,031	617	617
263	Postage	1,020	1,224	1,224
264	Printing Copying and Binding	5,089	3,210	3,210
269	Other Services and Charges	58,963	60,828	60,828
	Subtotal	*148,845*	*168,031*	*171,508*
	SERVICE TOTAL	**$ 1,699,949**	**$ 1,987,431**	**$ 2,080,093**

Judicial Department

Overview

	2023 Actual	2024 Budget	2025 Budget
Personal Services	893,155	954,347	1,037,472
Operating and Maintenance	185,013	150,297	314,095
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	**$ 1,078,167**	**$ 1,104,644**	**$ 1,351,567**

The Longmont Judicial Department, often referred to simply as the "Longmont Municipal Court" includes the Municipal Court and Probation Divisions. The Longmont Municipal Court is a court of record that hears all legal cases arising under the Charter and Ordinances of the City of Longmont, a Home Rule Municipality. The primary sources of power and authority of a municipal court in Colorado are found in the Constitutions of the United States and Colorado, and the Colorado statutes, Supreme Court rules and applicable case decisions, and the City Charter and Ordinances.

Colorado Municipal Courts are often referred to as "quality of life courts". These courts often give the public their primary and often only impression of the criminal justice system. More people go before the municipal and local courts that the state and federal courts. These courts are also described as the first line of defense a community has in dealing with criminal behavior. Colorado Municipal Courts have original, special, exclusive, limited, and concurrent jurisdiction in relation to other courts within the State.

The Municipal Judge also serves as the Local Licensing Authority and Marijuana Licensing Authority and performs approximately 30 wedding ceremonies each year.

Goals:

- A safe, healthy, and adaptable community

Municipal Court

The Longmont Municipal Court is a court of record that hears all legal cases arising under the Charter and Ordinances of the City of Longmont, a Home Rule Municipality. The Municipal Court Clerk staff prepares and process all of the necessary paperwork for each case that comes before the Court. The Court also acts as a liaison with community, attorneys, other courts, police and sheriff departments, and other governmental agencies.

Probation

The objective of the Longmont Probation Division is to provide public safety and accountability to the community through the supervision of probationers and monitoring of compliance with court orders imposed by the Longmont Municipal Court. This objective is met through supervision and monitoring of probationers, assessments and referrals to local service providers and restitution investigation and collection for victims.

The Probation Division also provides pre-sentence investigations and sentencing recommendations to the Municipal Court to assist with appropriate and effective probation orders. The main goals of this division are to reduce recidivism, encourage sustainable change, and increase community safety to impact overall community health and wellness.

Probation (continued)

The Longmont Probation Division and the Children, Youth and Families Division manage the R.E.W.i.N.D. youth program. The REWiND Program is a juvenile deflection program comprised of intricate steps, including the youth's first contact with a police officer, REWiND orientation, assessment planning and service matching, a wide variety of offered interventions, termination evaluations, and recidivism reports.

The main goal is to address delinquent behavior informally in the community to prevent subsequent offending. R.EW.i.N.D is a strategic approach between the Children, Youth and Families Division, Human Services, Public Safety, and the Judicial Department to improve collaboration across multiple departments. Through this systemic approach, we hope to improve health outcomes for youth and their families and more effectively meet community safety concerns.

Budgeted Positions - Municipal Court

Budgeted Positions:	2023 Budget	2024 Budget	2025 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**

Budget Detail - Municipal Court

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	407,316	424,845	477,689
112	Temporary Wages	21,218	27,220	27,220
121	Overtime Wages	2,732	5,220	5,220
126	RHS Plan	3,341	1,600	1,600
128	FICA	1,316	209	1,688
129	Medicare Contribution	5,355	6,209	7,322
131	MOPC	20,217	21,241	23,885
132	Employee Insurance	54,137	58,538	68,569
133	GERP Retirement	37,161	39,936	44,903
135	Compensation Insurance	245	159	158
136	Unemployment Insurance	135	162	-
137	Staff Training and Conference	811	2,000	2,000
	Subtotal	*553,982*	*587,339*	*660,254*
Operating and Maintenance				
210	Supplies	7,809	7,314	7,314
216	Reference Books and Materials	793	900	900
217	Dues and Subscriptions	740	2,705	2,705
218	NonCapital Equip and Furniture	5,258	7,598	7,598
240	Repair and Maintenance	963	1,903	2,803
246	Liability Insurance	762	967	964
250	Prof and Contracted Services	130,032	111,671	131,671
253	Software	-	-	143,076
255	Jury and Witness Fees	-	200	200
263	Postage	720	2,500	2,500
264	Printing Copying and Binding	611	600	600
269	Other Services and Charges	14,422	6,000	6,000
	Subtotal	*162,111*	*142,358*	*306,331*
	SERVICE TOTAL	**$ 716,093**	**$ 729,697**	**$ 966,585**

Budgeted Positions - Probation

Budgeted Positions:	2023 Budget	2024 Budget	2025 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**

Budget Detail - Probation

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	255,167	275,592	282,034
112	Temporary Wages	770	2,973	2,973
121	Overtime Wages	909	1,100	1,100
126	RHS Plan	2,675	1,400	1,400
128	FICA	67	184	184
129	Medicare Contribution	2,991	4,039	4,133
131	MOPC	12,722	13,779	14,102
132	Employee Insurance	39,002	37,440	40,287
133	GERP Retirement	24,096	25,907	26,511
135	Compensation Insurance	418	391	394
136	Unemployment Insurance	86	103	-
137	Staff Training and Conference	271	4,100	4,100
	Subtotal	*339,172*	*367,008*	*377,218*
Operating and Maintenance				
210	Supplies	5,251	2,180	2,180
216	Reference Books and Materials	-	50	50
217	Dues and Subscriptions	165	150	150
218	NonCapital Equip and Furniture	12,990	2,150	2,150
240	Equipment Repair and Maintenance	-	80	80
245	Mileage Allowance	-	100	100
246	Liability Insurance	1,293	1,420	1,390
247	Safety Expenses	-	100	100
250	Prof and Contracted Services	750	900	900
263	Postage	121	200	200
264	Printing Copying and Binding	-	400	400
273	Fleet Lease Operating and Mtc	2,332	209	64
	Subtotal	*22,902*	*7,939*	*7,764*
	SERVICE TOTAL	**$ 362,074**	**$ 374,947**	**$ 384,982**

EXTERNAL SERVICES

GENERAL FUND:

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

210.79

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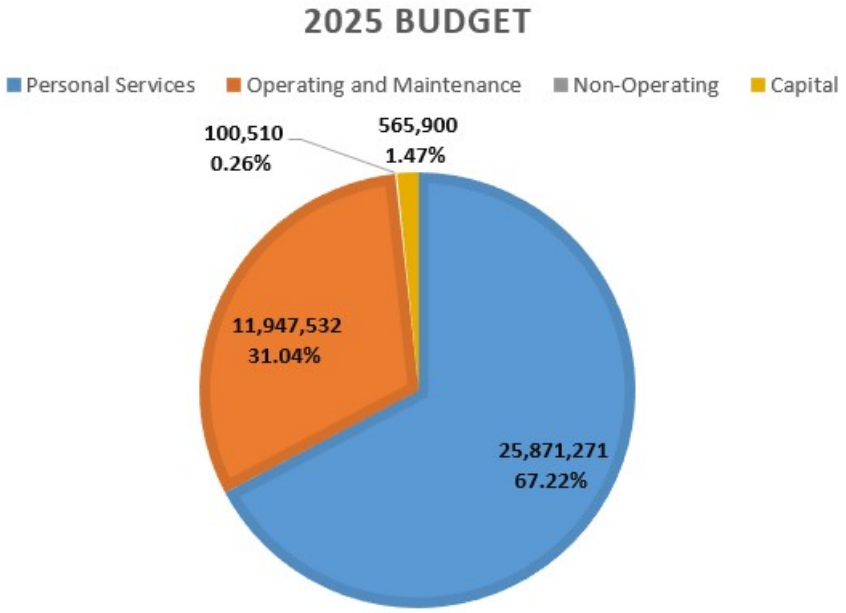
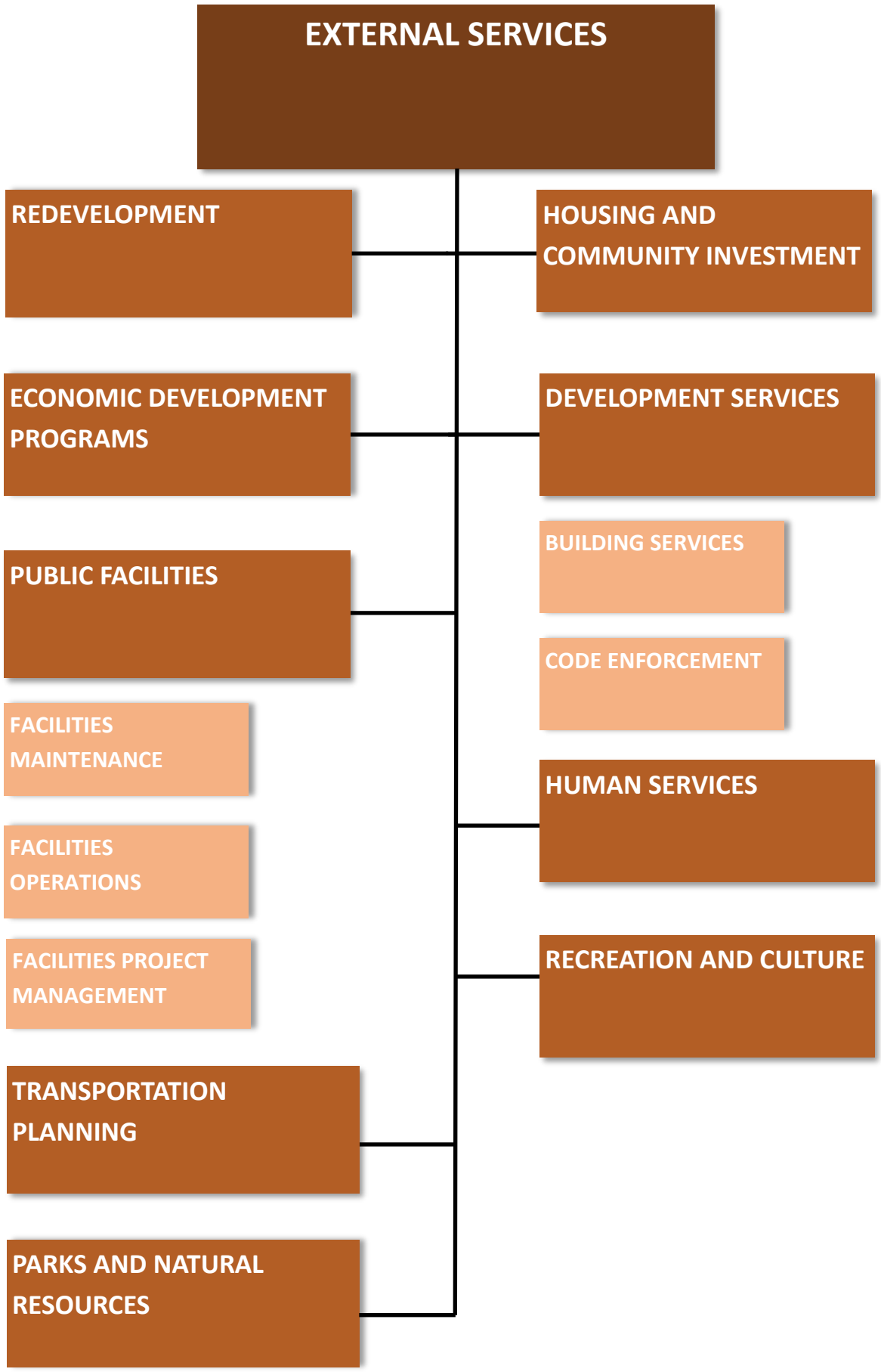



EXTERNAL SERVICES
REDEVELOPMENT
HOUSING AND COMMUNITY INVESTMENT
ECONOMIC DEVELOPMENT PROGRAMS
DEVELOPMENT SERVICES
BUILDING SERVICES
PUBLIC FACILITIES
CODE ENFORCEMENT
FACILITIES MAINTENANCE
HUMAN SERVICES
FACILITIES OPERATIONS
FACILITIES PROJECT MANAGEMENT
RECREATION AND CULTURE
TRANSPORTATION PLANNING
PARKS AND NATURAL RESOURCES

External Services Overview

In the General Fund, the External Services Department includes Redevelopment, Economic Development Programs, Public Facilities, Transportation Planning, Parks and Natural Resources, Housing and Community Investment, Development Services, Human Services, and Recreation and Culture.

External Services

Overview

	2023 Actual	2024 Budget	2025 Budget
Personal Services	21,031,665	24,492,292	25,871,271
Operating and Maintenance	13,697,121	13,579,566	11,947,532
Non-Operating	1,302,513	99,854	100,510
Capital	294,500	225,500	565,900
TOTAL	**$ 36,325,799**	**$ 38,424,212**	**$ 38,485,213**

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 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

Overview

	2023 Actual	2024 Budget	2025 Budget
Personal Services	142,331	351,207	361,103
Operating and Maintenance	93,442	528,413	30,159
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	**$ 235,773**	**$ 879,620**	**$ 391,262**

This division develops and administers the City's redevelopment program and provides operational and administrative support for the Longmont Urban Renewal Authority (LURA). The division is tasked with rejuvenating aging and economically challenged parts of the City using public investment as a tool to leverage new development and private investment. The primary areas of emphasis include the old Twin Peaks Mall area (Nelson Rd. and Hover St.), depressed properties north of the St. Vrain creek between Hover Street and 119th Street, including the historic Longmont Sugar Factory, , and the Main Street and Ken Pratt Boulevard corridors. Activities include coordination and recommendations regarding redevelopment projects and public investment; developing public-private partnership opportunities; conducting economic, market and financial analyses; providing assistance to small businesses and partnering economic-functioning organizations; formulating and implementing financing strategies such as tax increment financing (TIF); recruiting developers and investors; and, networking with the community at large to raise the profile of and support for redevelopment activities.

Goals:

- Responsible Stewardship of our Resources
- A safe, healthy and adaptable community
- Livable centers, corridors and neighborhoods
- Housing, services, amenities and opportunities for all
- A complete, balanced and connected transportation system
- Job growth and economic vitality through innovation and collaboration

Redevelopment

Budgeted Positions

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Redevelopment Revitalization Manager	1.000	2.000	2.000
Total	**1.000**	**2.000**	**2.000**

Budget Detail

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	114,639	265,340	270,594
126	RHS Plan	400	800	800
129	Medicare Contribution	1,453	3,848	3,924
131	MOPC	5,732	13,268	13,530
132	Employee Insurance	7,736	36,768	39,236
133	GERP Retirement	10,328	24,942	25,436
135	Compensation Insurance	37	39	83
136	Unemployment Insurance	38	102	-
137	Staff Training and Conference	1,969	6,050	7,000
142	Food Allowance	-	50	500
	Subtotal	*142,331*	*351,207*	*361,103*
Operating and Maintenance				
210	Supplies	57	100	300
217	Dues and Subscriptions	2,848	2,500	3,200
245	Mileage Allowance	-	300	600
246	Liability Insurance	211	263	559
250	Prof and Contracted Services	85,000	515,000	15,000
261	Telephone Charges	-	150	400
264	Printing Copying and Binding	48	100	100
269	Other Services and Charges	5,278	10,000	10,000
	Subtotal	*93,442*	*528,413*	*30,159*
	SERVICE TOTAL	**$ 235,773**	**$ 879,620**	**$ 391,262**

Economic Development Programs

Overview

	2023 Actual	2024 Budget	2025 Budget
Personal Services	-	-	-
Operating and Maintenance	526,035	999,671	899,657
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	**$ 526,035**	**$ 999,671**	**$ 899,657**

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

Goals:

- Economic Vitality Created by Job Growth, Capital Investment, and a Rise in the Tax Base through Collaborations with Community Partners

Economic Development Programs

Budget Detail

Operating and Maintenance		2023 Actual	2024 Budget	2025 Budget
250	Prof and Contracted Services	252,381	366,725	366,725
269	Other Services and Charges	273,654	632,946	532,932
	Subtotal	*526,035*	*999,671*	*899,657*
	SERVICE TOTAL	**$ 526,035**	**$ 999,671**	**$ 899,657**

Public Facilities

Overview

	2023 Actual	2024 Budget	2025 Budget
Personal Services	2,381,389	2,687,236	2,802,073
Operating and Maintenance	2,137,166	2,437,201	2,122,196
Non-Operating	-	-	-
Capital	44,761	-	8,000
TOTAL	**$ 4,563,316**	**$ 5,124,437**	**$ 4,932,269**

The Facilities Division supports and maintains facilities throughout the organization through three types of services: Facilities Maintenance, Facilities Operations, and Facilities Project Management.

Goals:

- Responsible internal operations and governance

Facilities Maintenance

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.

Facilities Operations

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 limited 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.

Facilities Project Management

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.

Budgeted Positions - Facilities Maintenance

Budgeted Positions:	2023 Budget	2024 Budget	2025 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**

Budget Detail - Facilities Maintenance

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	464,254	501,140	530,422
121	Overtime Wages	31,784	43,988	46,296
126	RHS Plan	3,488	2,400	2,400
129	Medicare Contribution	6,169	7,267	7,692
131	MOPC	23,174	25,059	26,522
132	Employee Insurance	68,993	70,338	76,910
133	GERP Retirement	41,748	47,106	49,858
135	Compensation Insurance	3,036	2,653	2,620
136	Unemployment Insurance	152	196	-
137	Staff Training and Conference	3,806	3,600	3,600
141	Uniforms Protective Clothing	1,561	2,700	2,700
	Subtotal	*648,165*	*706,447*	*749,020*
Operating and Maintenance				
210	Supplies	4,936	7,734	5,934
217	Dues and Subscriptions	588	492	492
218	NonCapital Equip and Furniture	3,762	5,029	5,029
240	Repair and Maintenance	132,747	147,462	150,752
246	Liability Insurance	934	12,208	22,409
247	Safety Expenses	854	1,900	1,900
248	Lease Purchase Installments	328,078	280,439	-
249	Operating Leases and Rentals	22,811	28,757	33,718
250	Prof and Contracted Services	272,852	274,805	268,653
253	Software	-	-	2,433
260	Utilities	837,433	992,829	992,829
261	Telephone Charges	3,746	4,438	4,438
264	Printing Copying and Binding	25	-	-
273	Fleet Lease Operating and Mtc	17,245	47,564	24,098
274	Fleet Lease Replacement	16,770	43,933	24,015
	Subtotal	*1,642,781*	*1,847,590*	*1,536,700*
Capital Outlay				
432	Vehicles	-	-	8,000
	Subtotal	*-*	*-*	*8,000*
	SERVICE TOTAL	**$ 2,290,946**	**$ 2,554,037**	**$ 2,293,720**

Budgeted Positions - Facility Operations

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Facilities Operations and CIP Manager	1.000	1.000	1.000
Custodial Supervisor	1.000	1.000	0.000
Custodial Manager	0.000	0.000	1.000
Lead Custodian	1.000	1.000	1.000
Custodian	18.000	21.000	21.000
Total	**21.000**	**24.000**	**24.000**

Budget Detail - Facility Operations

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	1,030,857	1,213,457	1,260,515
115	One Time Payment	-	800	-
121	Overtime Wages	69,516	54,000	54,000
126	RHS Plan	7,602	9,600	9,600
129	Medicare Contribution	13,888	17,596	18,270
131	MOPC	50,109	60,671	63,020
132	Employee Insurance	159,143	172,376	181,636
133	GERP Retirement	100,332	114,064	118,480
135	Compensation Insurance	6,309	7,068	8,791
136	Unemployment Insurance	350	468	-
137	Staff Training and Conference	194	-	-
141	Uniforms Protective Clothing	2,769	2,000	2,000
	Subtotal	*1,441,067*	*1,652,100*	*1,716,312*
Operating and Maintenance				
210	Supplies	160,855	180,609	180,059
217	Dues and Subscriptions	220	-	-
218	NonCapital Equip and Furniture	4,099	19,100	16,700
240	Repair and Maintenance	19,053	20,484	20,484
245	Mileage Allowance	579	-	-
246	Liability Insurance	7,625	8,834	4,652
250	Prof and Contracted Services	287,560	330,797	330,797
261	Telephone Charges	3,460	4,876	4,876
273	Fleet Lease Operating and Mtc	3,941	11,323	4,190
274	Fleet Lease Replacement	6,453	12,905	22,914
	Subtotal	*493,846*	*588,928*	*584,672*
Capital Outlay				
432	Vehicles	34,761	-	-
440	Machinery and Equipment	10,000	-	-
	Subtotal	*44,761*	-	-
	SERVICE TOTAL	**$ 1,979,674**	**$ 2,241,028**	**$ 2,300,984**

Budgeted Positions - Facility Project Management

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Sr Project Manager	2.000	2.000	2.000
Total	**2.000**	**2.000**	**2.000**

Budget Detail - Facility Project Management

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	236,924	252,658	257,662
115	One Time Payment	927	-	-
126	RHS Plan	800	800	800
129	Medicare Contribution	3,003	3,664	3,736
131	MOPC	11,800	12,632	12,884
132	Employee Insurance	16,365	35,010	37,360
133	GERP Retirement	21,576	23,750	24,220
135	Compensation Insurance	686	79	79
136	Unemployment Insurance	76	96	-
	Subtotal	*292,157*	*328,689*	*336,741*
Operating and Maintenance				
246	Liability Insurance	539	683	824
	Subtotal	*539*	*683*	*824*
	SERVICE TOTAL	**$ 292,696**	**$ 329,372**	**$ 337,565**

Transportation Planning

Overview

	2023 Actual	2024 Budget	2025 Budget
Personal Services	316,295	358,005	332,499
Operating and Maintenance	75,709	83,360	105,833
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	**$ 392,004**	**$ 441,365**	**$ 438,332**

Coordinating transportation and land use planning to provide a safe, efficient, and equitable movement of people, goods, and services within, through, and beyond the Longmont Planning Area.

Goals:

- A complete, balanced, connected, and equitable transportation system
- Livable centers, corridors, and neighborhoods
- Housing, services, amenities, and opportunities for all
- Responsible stewardship of our resources
- Job growth and economic vitality through innovation and collaboration

Transportation Planning

Budgeted Positions

Budgeted Positions:	2023 Budget	2024 Budget	2025 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	0.000
Total	**2.375**	**2.375**	**2.000**

Budget Detail

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	251,219	270,504	249,800
126	RHS Plan	3,183	950	800
129	Medicare Contribution	3,116	3,922	3,622
131	MOPC	12,543	13,525	12,490
132	Employee Insurance	21,753	37,485	36,221
133	GERP Retirement	23,266	25,427	23,481
135	Compensation Insurance	75	89	85
136	Unemployment Insurance	85	103	-
137	Staff Training and Conference	1,055	6,000	6,000
	Subtotal	*316,295*	*358,005*	*332,499*
Operating and Maintenance				
217	Dues and Subscriptions	1,457	1,350	1,350
246	Liability Insurance	426	597	570
250	Prof and Contracted Services	25,125	80,638	100,638
253	Software	-	-	2,500
261	Telephone Charges	411	775	775
269	Other Services and Charges	48,291	-	-
	Subtotal	*75,709*	*83,360*	*105,833*
	SERVICE TOTAL	**$ 392,004**	**$ 441,365**	**$ 438,332**

Parks and Natural Resources

Overview

	2023 Actual	2024 Budget	2025 Budget
Personal Services	3,011,685	3,883,418	3,997,153
Operating and Maintenance	2,861,549	2,780,379	2,241,411
Non-Operating	-	-	-
Capital	25,420	120,000	357,900
TOTAL	**$ 5,898,654**	**$ 6,783,797**	**$ 6,596,464**

Parks and Natural Resources includes eight budget services:

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

Parks and Natural Resources Administration

Parks and Natural Resources Administration manages the Natural Resources Division, which includes the following services: parks, forestry, greenways, mountain preserves, city lands, wildlife management, vector control, Button Rock and Union reservoirs, and open space. Responsibilities include, but are not limited to, representing the division at City Council and advisory board meetings, preparing employee work schedules, supervising and evaluating employees, purchasing, and budget preparation and control. This service also is responsible for resolving residents' concerns and problems.

Goals

- A Safe Healthy and Adaptable Community
- Responsible stewardship of our resources
- Livable centers, corridors and neighborhoods
- Housing, services, amenities and opportunities for all
- A Complete, Balanced and Connected Transportation System
- Job Growth and Economic Vitality Through Innovation and Collaboration

Parks Maintenance

The Parks Maintenance service, a branch of the Parks and Forestry Operations Division, is tasked with the upkeep of the city's park system. This includes 6 Community Parks, 25 Neighborhood Parks, 9 Nature Areas, 2 dog parks, and over 103 miles of trails and rights-of-way. Maintenance tasks encompass a wide range of activities such as the care of shrubs and flowers (preparation of beds, planting, trimming, irrigation), and the treatment of diseases and pests. Additionally, the service manages the maintenance of ditch-ways, bikeways, snow removal from parks and medians, and the upkeep of various structures including restrooms, playgrounds, courts for multiple sports, tennis courts, shelters, pumphouses, and unique features like wheels parks and spray grounds. The service also addresses vandalism and graffiti repair within City parks.

Parks and Natural Resources

Parks Resources Management

Parks Resources Management is part of the Natural Resources Division. This service is responsible for coordinating the City's visitors' services and managing natural resources. Included in this service is operation of the Sandstone Ranch Visitors & Learning Center, interpretive programming, and resident education regarding natural and cultural resources. Additional responsibilities include the citywide ranger program, mosquito control, and wildlife management.

Parks and Trails Development

The primary function of this service area is management of the acquisition, design and construction of new City parks, trails, , 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, greenways, and right-of-way 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 Guidelines 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.

Forestry Maintenance

The Forestry Maintenance budget service is a part of the Parks and Forestry Operations 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.

Municipal Grounds Maintenance

The Municipal Grounds Maintenance service, operating under the Parks and Forestry Operations Division, is responsible for the general upkeep and landscaping of various city facilities. This service's duties include the mowing, watering, and fertilizing of turf areas; planting and trimming of trees and shrubs; care of plant beds; and both repair and preventative maintenance on irrigation systems. Additionally, the service handles debris clearance, weed control, and the repair and maintenance of curbs, gutters, sidewalks, and parking lots, which encompasses snow removal. It also takes care of lighting within these areas.

Right-of-Way Maintenance

The Right-of-way Maintenance Service, part of the Parks and Forestry Operations Division, is responsible for the upkeep of various public spaces throughout the city. This includes landscaped medians, riverways, underpasses, pedestrian bridges, and rights-of-way. Additionally, the service manages maintenance at specific storm drainage detention sites, nature areas, dog parks, and areas designated as native or dryland.

Union Reservoir

Union Reservoir Management is part of the Natural Resources Division. The Union Reservoir facility provides residents of Longmont and surrounding areas access to aquatics-based recreational opportunities including fishing, boating, paddleboarding, and swimming. This service provides ranger staffing responsible for administrative support, public safety, resource protection, and law enforcement. It also covers operational costs associated with recreation, facilities, groundskeeping, and water quality. In addition, Union Reservoir and the adjacent City lands host a number of community events that require coordination and management by reservoir staff.

Budgeted Positions— Parks Administration

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Director of Parks and Natural Resources	0.449	0.449	0.449
Ecosystem Manager	0.050	0.040	0.040
Sr Parks and Open Space Ranger	0.300	0.300	0.300
Parks Open Space Ranger II	1.000	1.000	1.000
Parks Open Space Ranger I	2.000	2.000	2.000
Sr Project Manager	0.400	0.566	0.566
Project Manager II	0.200	0.250	0.050
Volunteer Coordinator	0.300	0.300	0.300
Executive Assistant	0.650	0.650	0.650
Total	**5.349**	**5.555**	**5.355**

Budget Detail — Parks Administration

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	400,155	455,728	463,648
112	Temporary Wages	24,865	-	-
121	Overtime Wages	886	800	800
126	RHS Plan	3,093	2,222	2,142
128	FICA	1,554	-	-
129	Medicare Contribution	5,318	6,606	6,722
131	MOPC	19,927	22,787	23,183
132	Employee Insurance	64,707	63,151	67,228
133	GERP Retirement	38,968	42,838	43,582
135	Compensation Insurance	151	3,195	3,069
136	Unemployment Insurance	142	173	-
137	Staff Training and Conference	4,196	5,070	5,070
141	Uniform Allowance	479	550	550
142	Food Allowance	361	1,100	2,900
	Subtotal	*564,801*	*604,220*	*618,894*
Operating and Maintenance				
210	Supplies	6,721	7,365	7,099
214	Pamphlets and Documents	-	75	75
216	Reference Books and Materials	833	350	350
217	Dues and Subscriptions	617	6,597	3,563
218	NonCapital Equip and Furniture	17,704	379	379
222	Chemicals	1,033	-	-
240	Repair and Maintenance	2,037	5,806	5,806
245	Mileage Allowance	-	100	100
246	Liability Insurance	1,955	1,662	1,516
247	Safety Expenses	13	100	100
249	Operating Leases and Rentals	9,359	2,391	6,000
250	Prof and Contracted Services	9,302	18,891	19,891
252	Ads and Legal Notices	1,976	550	550
253	Software	-	-	500
261	Telephone Charges	793	1,200	1,200
263	Postage	3	650	650
264	Printing Copying and Binding	398	520	520
269	Other Services and Charges	5	-	-
273	Fleet Lease Operating and Mtc	10,614	6,781	8,913
274	Fleet Lease Replacement	2,360	15,561	21,661
	Subtotal	*65,723*	*68,978*	*78,873*
Capital Outlay				
432	Vehicles	11,070	-	-
	Subtotal	*11,070*	-	-
	SERVICE TOTAL	**$ 641,594**	**$ 673,198**	**$ 697,767**

Budgeted Positions— Parks Maintenance

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Parks Superintendant	0.700	0.700	0.700
Parks Supervisor	1.250	2.250	2.250
Sr Grounds Maintenance Technician	9.300	9.300	9.300
Grounds Maintenance Techniciann II	0.000	1.000	1.000
Graffiti Removal Specialist	0.620	0.620	0.000
Total	**11.870**	**13.870**	**13.250**

Budget Detail — Parks Maintenance

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	723,624	1,014,941	1,100,594
112	Temporary Wages	19,093	32,772	17,172
121	Overtime Wages	14,323	30,000	30,000
122	Longevity Compensation	1,110	1,140	-
126	RHS Plan	6,151	5,300	5,300
128	FICA	1,221	2,032	1,065
129	Medicare Contribution	9,329	15,194	16,211
131	MOPC	35,798	50,746	55,027
132	Employee Insurance	119,386	140,140	159,068
133	GERP Retirement	71,956	95,403	103,456
135	Compensation Insurance	15,537	8,934	26,811
136	Unemployment Insurance	263	390	-
137	Staff Training and Conference	11,813	10,500	10,500
141	Uniforms Protective Clothing	5,321	5,075	5,075
142	Food Allowance	561	299	299
	Subtotal	*1,035,486*	*1,412,866*	*1,530,578*
Operating and Maintenance				
210	Supplies	12,502	4,800	4,700
216	Reference Books and Materials	833	-	-
217	Dues and Subscriptions	5,534	4,504	4,504
218	NonCapital Equip and Furniture	12,584	58,050	3,050
222	Chemicals	3,112	5,000	5,000
240	Repair and Maintenance	185,667	137,503	143,610
246	Liability Insurance	107,066	115,019	120,576
247	Safety Expenses	7,960	4,950	4,950
249	Operating Leases and Rentals	8,745	2,500	2,500
250	Prof and Contracted Services	694,972	682,913	417,059
253	Software	-	-	2,560
259	Licenses and Permits	-	706	16,306
261	Telephone Charges	16,067	12,464	12,464
263	Postage	-	175	175
264	Printing Copying and Binding	769	350	350
269	Other Services and Charges	10,500	10,500	10,500
273	Fleet Lease Operating and Mtc	108,027	120,156	157,911
274	Fleet Lease Replacement	178,182	163,716	111,755
	Subtotal	*1,352,519*	*1,323,306*	*1,017,970*
Capital Outlay				
432	Vehicles	-	77,000	136,900
440	Machinery and Equipment	-	-	208,000
	Subtotal	-	*77,000*	*344,900*
	SERVICE TOTAL	**$ 2,388,005**	**$ 2,813,172**	**$ 2,893,448**

Budgeted Positions— Parks Resource Management

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Sr Natural Resources Technician	0.000	0.740	0.740
Natural Resources Technician	0.850	0.000	0.000
Total	**0.850**	**0.740**	**0.740**

Budget Detail — Parks Resource Management

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	48,254	59,360	60,548
126	RHS Plan	296	296	296
129	Medicare Contribution	567	861	878
131	MOPC	2,397	2,968	3,027
132	Employee Insurance	7,980	8,226	8,779
133	GERP Retirement	4,988	5,580	5,692
135	Compensation Insurance	420	393	399
136	Unemployment Insurance	18	24	-
137	Staff Training and Conference	232	-	-
141	Uniforms Protective Clothing	325	600	600
	Subtotal	*65,477*	*78,308*	*80,219*
Operating and Maintenance				
210	Supplies	2,061	1,600	1,600
218	NonCapital Equip and Furniture	1,471	1,400	200
240	Repair and Maintenance	128	5,300	5,300
246	Liability Insurance	306	363	730
249	Operating Leases and Rentals	-	3,810	3,810
250	Prof and Contracted Services	125,751	131,538	124,038
261	Telephone Charges	290	800	800
269	Other Services and Charges	64	1,269	1,269
273	Fleet Lease Operating and Mtc	2,714	2,557	6,888
274	Fleet Lease Replacement	4,249	6,778	2,527
	Subtotal	*137,034*	*155,415*	*147,162*
Capital Outlay				
432	Vehicle	-	-	2,200
	Subtotal	-	-	*2,200*
	SERVICE TOTAL	**$ 202,511**	**$ 233,723**	**$ 229,581**

Budgeted Positions— Parks Development and Improvement

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Sr Project Manager	1.600	1.600	1.600
Total	**1.600**	**1.600**	**1.600**

Budget Detail — Parks Development and Improvement

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	145,122	202,126	206,129
126	RHS Plan	946	640	640
129	Medicare Contribution	1,760	2,931	2,989
131	MOPC	7,256	10,106	10,307
132	Employee Insurance	24,046	28,008	29,888
133	GERP Retirement	16,561	19,000	19,376
135	Compensation Insurance	1,356	1,360	1,359
136	Unemployment Insurance	61	77	-
137	Staff Training and Conference	-	6,000	6,000
142	Food Allowance	241	400	-
	Subtotal	*197,350*	*270,648*	*276,688*
Operating and Maintenance				
210	Supplies	350	800	1,200
217	Dues and Subscriptions	53	770	770
218	NonCapital Equip and Furniture	2,232	380	380
246	Liability Insurance	324	425	426
247	Safety Expenses	274	375	375
253	Software	-	-	2,894
261	Telephone Charges	436	850	2,700
263	Postage	1,177	550	550
264	Printing Copying and Binding	965	5,000	5,000
	Subtotal	*5,810*	*9,150*	*14,295*
	SERVICE TOTAL	**$ 203,160**	**$ 279,798**	**$ 290,983**

Budgeted Positions— Forestry Maintenance

Budgeted Positions:	2023 Budget	2024 Budget	2025 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	2.000	2.000
Arborist Technician I	2.000	1.000	1.000
Total	**5.680**	**5.680**	**5.680**

Budget Detail — Forestry Maintenance

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	292,648	395,874	416,746
112	Temporary Wages	-	13,603	13,603
121	Overtime Wages	1,049	5,000	5,000
126	RHS Plan	1,737	2,272	2,272
128	FICA	-	843	843
129	Medicare Contribution	3,592	5,936	6,240
131	MOPC	14,598	19,794	20,837
132	Employee Insurance	47,247	54,858	60,428
133	GERP Retirement	28,348	37,212	39,175
135	Compensation Insurance	6,890	5,932	5,859
136	Unemployment Insurance	124	151	-
137	Staff Training and Conference	1,121	3,000	3,000
141	Uniforms Protective Clothing	850	1,000	1,000
142	Food Allowance	325	150	150
	Subtotal	*398,529*	*545,625*	*575,153*
Operating and Maintenance				
210	Supplies	2,663	2,000	2,000
216	Reference Books and Materials	833	150	150
217	Dues and Subscriptions	929	1,320	1,320
218	NonCapital Equip and Furniture	17,295	4,000	4,000
222	Chemicals	869	3,000	3,000
240	Repair and Maintenance	28,627	500	500
243	NonCapital Equip and Furniture	1,653	-	-
246	Liability Insurance	14,918	15,701	15,678
247	Safety Expenses	2,039	3,000	3,000
250	Prof and Contracted Services	380,460	445,053	329,553
252	Ads and Legal Notices	435	-	-
261	Telephone Charges	3,993	6,348	6,348
263	Postage	17	-	-
264	Printing Copying and Binding	826	500	500
273	Fleet Lease Operating and Mtc	48,909	51,336	43,486
274	Fleet Lease Replacement	128,502	107,009	90,938
	Subtotal	*632,967*	*639,917*	*500,473*
	SERVICE TOTAL	**$ 1,031,496**	**$ 1,185,542**	**$ 1,075,626**

Budgeted Positions— Municipal Grounds Maintenance

Budgeted Positions:	2023 Budget	2024 Budget	2025 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**

Budget Detail — Municipal Grounds Maintenance

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	203,192	235,126	258,046
112	Temporary Wages	-	248	248
121	Overtime Wages	3,002	-	-
122	Longevity Compensation	1,110	1,140	-
126	RHS Plan	1,010	1,280	1,280
128	FICA	-	-	15
129	Medicare Contribution	2,607	3,408	3,745
131	MOPC	10,160	11,757	12,903
132	Employee Insurance	29,266	32,584	37,416
133	GERP Retirement	19,579	22,101	24,257
135	Compensation Insurance	1,945	1,923	1,904
136	Unemployment Insurance	72	89	-
	Subtotal	*271,943*	*309,656*	*339,814*
Operating and Maintenance				
210	Supplies	-	300	300
240	Repair and Maintenance	1,281	150	150
246	Liability Insurance	6,012	6,323	5,547
250	Prof and Contracted Services	55,238	45,613	47,894
261	Telephone Charges	858	-	-
273	Fleet Lease Operating and Mtc	14,804	9,721	688
274	Fleet Lease Replacement	9,811	9,490	3,718
	Subtotal	*88,003*	*71,597*	*58,297*
	SERVICE TOTAL	**$ 359,946**	**$ 381,253**	**$ 398,111**

Budgeted Positions— Right of Way Maintenance

Budgeted Positions:	2023 Budget	2024 Budget	2025 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**

Budget Detail — Right of Way Maintenance

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	185,936	212,868	229,902
112	Temporary Wages	-	140	140
121	Overtime Wages	4,000	-	-
126	RHS Plan	1,090	1,080	1,080
128	FICA	-	-	9
129	Medicare Contribution	2,377	3,088	3,336
131	MOPC	9,278	10,643	11,494
132	Employee Insurance	23,232	29,496	33,337
133	GERP Retirement	17,857	20,010	21,611
135	Compensation Insurance	2,679	2,760	2,268
136	Unemployment Insurance	65	82	-
	Subtotal	*246,514*	*280,167*	*303,177*
Operating and Maintenance				
210	Supplies	-	3,200	3,200
240	Repair and Maintenance	-	3,820	3,820
246	Liability Insurance	5,921	4,842	5,369
249	Operating Leases and Rentals	-	260	260
250	Prof and Contracted Services	176,215	161,474	177,919
261	Telephone Charges	373	-	-
264	Printing Copying and Binding	-	100	100
273	Fleet Lease Operating and Mtc	62,756	63,704	50,378
274	Fleet Lease Replacement	86,393	81,528	27,317
	Subtotal	*331,658*	*318,928*	*268,363*
Capital Outlay				
432	Vehicles	-	-	5,200
	Subtotal	-	-	*5,200*
	SERVICE TOTAL	**$ 578,171**	**$ 599,095**	**$ 576,740**

Budgeted Positions— Union Reservoir

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Sr Union Reservoir Ranger	0.000	0.000	1.000
Sr Parks and Open Space Ranger	0.600	1.600	0.600
Parks Open Space Ranger II	1.000	1.000	1.000
Total	**1.600**	**2.600**	**2.600**

Budget Detail — Union Reservoir

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	110,409	197,236	202,379
112	Temporary Wages	67,093	110,638	-
121	Overtime Wages	135	700	700
126	RHS Plan	676	1,040	1,040
128	FICA	4,168	6,860	-
129	Medicare Contribution	2,280	4,463	2,934
131	MOPC	5,431	9,862	10,119
132	Employee Insurance	16,665	27,331	29,345
133	GERP Retirement	10,134	18,540	19,023
135	Compensation Insurance	1,629	1,728	3,436
136	Unemployment Insurance	37	76	-
141	Uniforms Protective Clothing	12,756	3,314	3,014
142	Food Allowance	173	140	640
	Subtotal	*231,586*	*381,928*	*272,630*
Operating and Maintenance				
210	Supplies	13,958	4,818	3,343
214	Pamphlets and Documents	-	1	501
218	NonCapital Equip and Furniture	29,191	6,263	500
220	Gas and Oil	98	100	100
222	Chemicals	-	400	400
224	Resale Merchandise	-	1,500	-
240	Repair and Maintenance	48,951	12,289	26,089
246	Liability Insurance	12,146	12,806	10,782
247	Safety Expenses	4,478	2,944	2,544
249	Operating Leases and Rentals	5,744	80,276	-
250	Prof and Contracted Services	54,122	9,000	8,850
252	Ads and Legal Notices	892	50	50
260	Utilities	3,015	-	4,000
261	Telephone Charges	2,956	2,256	2,256
263	Postage	115	20	714
264	Printing Copying and Binding	199	1,900	-
269	Other Services and Charges	1,877	135	135
273	Fleet Lease Operating and Mtc	24,539	11,809	52,325
274	Fleet Lease Replacement	45,553	46,521	43,389
	Subtotal	*247,834*	*193,088*	*155,978*
Capital Outlay				
432	Vehicles	14,350	43,000	5,600
	Subtotal	*14,350*	*43,000*	*5,600*
	SERVICE TOTAL	**$ 493,770**	**$ 618,016**	**$ 434,208**

Housing and Community Investment

Overview

	2023 Actual	2024 Budget	2025 Budget
Personal Services	113,756	118,724	168,389
Operating and Maintenance	557	201	192
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	**$ 114,312**	**$ 118,925**	**$ 168,581**

The Housing and Community Investment Division supports efforts to improve affordable and attainable housing in the Longmont community.

This division also includes budget services in the Affordable Housing Fund, the Attainable Housing Fund, and the CDBG/HOME Fund.

Goals:

- Responsible internal operations and governance
- Job growth and economic vitality through innovation and collaboration
- Livable centers, corridors and neighborhoods
- Responsible stewardship of our resources
- Housing, services, amenities and opportunities for all
- A safe, healthy and adaptable community

Housing and Community Investment

Budgeted Positions

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Assistant LHA Director	0.000	0.000	1.000
Housing Compliance Manager	1.000	1.000	0.000
Executive Assistant	1.000	0.000	0.000
Total	**2.000**	**1.000**	**1.000**

Budget Detail

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	87,442	91,174	128,853
126	RHS Plan	1,183	400	400
129	Medicare Contribution	1,091	1,322	1,868
131	MOPC	4,340	4,559	6,443
132	Employee Insurance	11,829	12,634	18,684
133	GERP Retirement	7,842	8,570	12,112
135	Compensation Insurance	-	30	29
136	Unemployment Insurance	29	35	-
	Subtotal	*113,756*	*118,724*	*168,389*
Operating and Maintenance				
246	Liability Insurance	-	201	192
264	Printing Copying and Binding	557	-	-
	Subtotal	*557*	*201*	*192*
	SERVICE TOTAL	**$ 114,312**	**$ 118,925**	**$ 168,581**

Development Services

Overview

	2023 Actual	2024 Budget	2025 Budget
Personal Services	3,650,721	4,403,352	4,521,493
Operating and Maintenance	777,472	669,296	647,911
Non-Operating	-	-	-
Capital	-	75,500	200,000
TOTAL	**$ 4,428,193**	**$ 5,148,148**	**$ 5,369,404**

The Development Services Division includes the Building Services, Planning and Development Services, Code Enforcement, and Parking Enforcement budget services.

Goals:

- Responsible internal operations and governance
- Job growth and economic vitality through innovation and collaboration
- Livable centers, corridors and neighborhoods
- Housing, services, amenities and opportunities for all
- A safe, healthy and adaptable community
- Responsible stewardship of our resources
- A complete, balanced and connected transportation system

Planning and Development Services

The Planning and Development Services Division is responsible for the comprehensive management and coordination of planning services, encompassing development review, historic preservation, and long-range planning. The division provides essential administrative support to the Development Services Center (DSC), which integrates Planning, Public Works, Building Inspection, Code Enforcement and Parking Enforcement. Staff facilitates a one-stop development review process within the DSC, ensuring efficient and effective service delivery. Additionally, the planning services group conducts in-depth research and special studies for various project-specific task forces, steering committees, the Planning and Zoning Commission, Board of Adjustment, Historic Preservation Commission, and the City Council. The department frequently engages in projects aligned with the City Council's annual work plans and is responsible for maintaining and updating the Land Development Code and the Envision Longmont Comprehensive Plan.

Building Services

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.

Development Services

Code Enforcement

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. This service also 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. 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.

Parking Enforcement

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

Budgeted Positions - Planning and Development Services

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Planning and Development Services Director	1.000	1.000	1.000
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	0.250
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**	**14.500**

Budget Detail - Planning and Development Services

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	1,199,026	1,505,987	1,523,437
112	Temporary Wages	18,555	5,000	5,000
121	Overtime Wages	190	600	600
126	RHS Plan	32,064	5,960	5,800
128	FICA	1,150	310	310
129	Medicare Contribution	15,336	21,911	22,164
131	MOPC	58,968	75,298	76,172
132	Employee Insurance	131,918	208,687	220,897
133	GERP Retirement	128,977	141,564	143,202
135	Compensation Insurance	2,357	494	475
136	Unemployment Insurance	469	575	-
137	Staff Training and Conference	20,200	19,019	19,019
142	Food Allowance	755	700	700
	Subtotal	*1,609,964*	*1,986,105*	*2,017,776*
Operating and Maintenance				
210	Supplies	4,595	10,780	10,780
216	Reference Books and Materials	-	600	600
217	Dues and Subscriptions	4,574	6,702	11,702
218	NonCapital Equip and Furniture	1,028	2,760	2,760
240	Repair and Maintenance	33,834	55,409	18,584
245	Mileage Allowance	58	550	550
246	Liability Insurance	3,542	4,936	3,199
247	Safety Expenses	-	25	25
250	Prof and Contracted Services	35,804	7,777	27,777
252	Ads and Legal Notices	1,487	1,875	1,875
253	Software	-	-	51,825
261	Telephone Charges	1,093	1,350	1,350
263	Postage	280	2,507	2,507
264	Printing and Copying	1,476	2,950	2,950
	Subtotal	*87,770*	*98,221*	*136,484*
Capital Outlay				
440	Machinery and Equipment	-	-	200,000
	Subtotal	-	-	*200,000*
	SERVICE TOTAL	**$ 1,697,734**	**$ 2,084,326**	**$ 2,354,260**

Budgeted Positions - Building Services

Budgeted Positions:	2023 Budget	2024 Budget	2025 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	1.000	1.000	1.000
Plans Examiner	1.000	1.000	1.000
Sr Electrical Inspector	2.000	1.000	1.000
Electrical Inspector	0.000	1.000	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**

Budget Detail - Building Services

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	901,471	1,073,254	1,122,100
112	Temporary Wages	72,267	56,404	48,538
121	Overtime Wages	20,019	10,584	10,584
126	RHS Plan	5,781	4,800	4,800
128	FICA	4,483	3,497	3,497
129	Medicare Contribution	12,545	16,378	17,089
131	MOPC	44,880	53,663	56,106
132	Employee Insurance	118,378	148,222	162,183
133	GERP Retirement	92,551	100,885	105,476
135	Compensation Insurance	380	1,550	1,549
136	Unemployment Insurance	338	409	-
137	Staff Training and Conference	13,589	10,477	14,477
141	Uniforms Protective Clothing	461	4,200	4,200
142	Food Allowance	230	169	169
	Subtotal	*1,287,373*	*1,484,492*	*1,550,768*
Operating and Maintenance				
210	Supplies	4,283	5,108	5,108
216	Reference Books and Materials	2,846	7,674	7,674
217	Dues and Subscriptions	2,799	2,590	2,590
218	NonCapital Equip and Furniture	11,078	8,280	8,280
240	Repair and Maintenance	29,542	25,249	624
245	Mileage Allowance	246	100	100
246	Liability Insurance	4,096	15,067	14,120
247	Safety Expenses	-	497	497
250	Prof and Contracted Services	162,062	88,050	138,050
252	Ads and Legal Notices	1,000	200	200
253	Software	-	-	24,625
261	Telephone Charges	5,763	10,500	6,500
263	Postage	15	2,276	2,276
264	Printing Copying and Binding	1,021	2,262	2,262
269	Other Services and Charges	260,051	120,000	10,000
273	Fleet Lease Operating and Mtc	13,882	15,478	35,780
274	Fleet Lease Replacement	20,156	13,915	11,690
	Subtotal	*518,838*	*317,246*	*270,376*
Capital Outlay				
432	Vehicles	-	32,500	-
	Subtotal	*-*	*32,500*	*-*
	SERVICE TOTAL	**$ 1,806,211**	**$ 1,834,238**	**$ 1,821,144**

Development Services

Budgeted Positions - Code Enforcement

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Code Enforcement Manager	1.000	1.000	1.000
Sr Code Enforcement Housing Inspector	1.000	2.000	2.000
Code Enforcement Inspector	4.000	4.000	4.000
Administrative Assistant	0.375	0.375	0.375
Graffiti Removal Specialist	0.000	0.000	0.620
Total	**6.375**	**7.375**	**7.995**

Budget Detail - Code Enforcement

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	479,250	589,161	605,796
112	Temporary Wages	1,069	7,616	7,616
121	Overtime Wages	239	2,087	2,087
126	RHS Plan	2,150	3,198	3,198
128	FICA	68	472	472
129	Medicare Contribution	5,874	8,651	8,895
131	MOPC	23,927	29,457	30,288
132	Employee Insurance	68,390	81,560	87,494
133	GERP Retirement	43,956	55,381	56,945
135	Compensation Insurance	7,185	7,803	8,421
136	Unemployment Insurance	158	226	-
137	Staff Training and Conference	3,846	6,000	6,000
141	Uniforms Protective Clothing	2,264	9,650	3,650
142	Food Allowance	244	360	360
	Subtotal	*638,621*	*801,622*	*821,222*
Operating and Maintenance				
210	Supplies	14,467	13,191	10,741
216	Reference Books and Materials	-	200	200
217	Dues and Subscriptions	1,524	1,501	1,501
218	NonCapital Equip and Furniture	5,634	5,600	2,700
230	Supplies	-	300	300
240	Repair and Maintenance	26,336	35,795	20,969
246	Liability Insurance	15,186	17,958	14,969
247	Safety Expenses	399	3,962	8,613
250	Prof and Contracted Services	53,423	57,505	77,505
253	Software	-	-	18,794
261	Telephone Charges	3,258	6,000	6,000
263	Postage	2,984	1,977	3,129
264	Printing Copying and Binding	420	1,422	1,422
269	Other Services and Charges	9	25,000	-
273	Fleet Lease Operating and Mtc	12,222	18,502	20,010
274	Fleet Lease Replacement	11,148	36,948	4,635
	Subtotal	*147,010*	*225,861*	*191,488*
Capital Outlay				
432	Vehicles	-	43,000	-
	Subtotal	-	*43,000*	-
	SERVICE TOTAL	**$ 785,632**	**$ 1,070,483**	**$ 1,012,710**

Budgeted Positions - Parking Enforcement

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Parking Enforcement Officer	1.750	1.750	1.750
Total	**1.750**	**1.750**	**1.750**

Budget Detail - Parking Enforcement

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	85,365	98,809	98,808
126	RHS Plan	1,529	700	700
129	Medicare Contribution	1,063	1,433	1,433
131	MOPC	4,101	4,940	4,940
132	Employee Insurance	12,755	13,692	14,327
133	GERP Retirement	8,498	9,288	9,288
135	Compensation Insurance	172	33	31
136	Unemployment Insurance	31	38	-
137	Staff Training and Conference	-	1,100	1,100
141	Uniforms Protective Clothing	1,157	1,100	1,100
142	Food Allowance	90	-	-
	Subtotal	*114,763*	*131,133*	*131,727*
Operating and Maintenance				
210	Supplies	183	3,870	1,870
218	NonCapital Equip and Furniture	-	2,010	5,010
240	Repair and Maintenance	3,445	16,751	1,000
246	Liability Insurance	323	387	377
250	Prof and Contracted Services	317	-	4,000
253	Software	-	-	20,075
261	Telephone Charges	1,336	2,300	2,300
263	Postage	1,506	1,150	2,031
264	Printing Copying and Binding	1,457	900	1,700
269	Other Services and Charges	1,045	600	11,200
273	Fleet Lease Operating and Mtc	4,044	-	-
274	Fleet Lease Replacement	10,198	-	-
	Subtotal	*23,854*	*27,968*	*49,563*
	SERVICE TOTAL	**$ 138,617**	**$ 159,101**	**$ 181,290**

Human Services

Overview

	2023 Actual	2024 Budget	2025 Budget
Personal Services	2,185,619	2,811,115	3,094,877
Operating and Maintenance	4,537,823	3,488,802	3,204,181
Non-Operating	1,206,543	-	-
Capital	-	-	-
TOTAL	**$ 7,929,985**	**$ 6,299,917**	**$ 6,299,058**

The Human 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 Human Services Department consists of four service areas: Housing and Human Services Advisory Board (Human Services Agency Funding), Senior Services, Permanent Supportive Housing Clinical Supports, and Children, Youth and Families.

Combined, they provide human services, community problem solving, education, recreation, and cultural services to Longmont community members. The Human Services Department also plays an integral role in the coordination and support of unhoused resources countywide including regional collaboration with Homeless Solutions for Boulder County (HSBC). The Human Services Director also oversees the funding and monitoring process for human services agencies.

Goals:

- Responsible internal operations and governance
- A safe, healthy and adaptable community
- Responsible Stewardship of our Resources
- Livable Centers, Corridors and Neighborhoods
- Housing, services, amenities and opportunities for all

Human Services Administration

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

The Human Services Director manages and supervises four service areas that provide prevention and early intervention services, recreation and leisure services, community problem solving, neighborhood and community development, and educational and cultural services to Longmont residents. 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.

Human Services

Human Services Agencies

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 community members in the areas of basic human service needs; neglect and abuse; prevention; childcare; 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.

Senior Services

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.

Children, Youth and Families

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 early childhood capacity and middle & high school youth afterschool and summer programming. Programs include comprehensive support focused on community-based counseling, parenting and family engagement, youth development, early childhood, and juvenile diversion/gang intervention (community problem solving). This service area is also responsible for managing the Meeker Neighborhood Center and collaborative management of the Lashley Street Station.

Permanent Supportive Housing Clinical Support

Clinical support to Permanent Supportive Housing is done through our Housing and Community Wellness Program. Specific populations such as those with disabilities, veterans, those with mental health challenges, and others may have needs that make it challenging for typical programs to serve them. The Housing and Community Wellness program aims to remove barriers to accessing support programs and provides direct mental health support to individuals and/or families living in permanent supportive housing.

Budgeted Positions - Human Services Administration

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Director of Human Services	1.000	1.000	1.000
Human Services Program Manager	0.000	0.000	1.000
Administrative Assistant	0.000	0.000	0.500
Community Service Project Coordinator	1.000	1.000	0.000
Executive Assistant	0.000	1.000	0.000
Total	**2.000**	**3.000**	**2.500**

Budget Detail - Human Services Administration

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	306,253	337,209	303,891
121	Overtime Wages	577	2,589	2,589
126	RHS Plan	800	1,200	1,000
129	Medicare Contribution	3,765	4,890	4,407
131	MOPC	15,313	16,861	15,194
132	Employee Insurance	40,350	45,979	43,281
133	GERP Retirement	31,729	31,698	28,566
135	Compensation Insurance	-	120	107
136	Unemployment Insurance	115	127	-
137	Staff Training and Conference	3,526	2,500	2,700
142	Food Allowance	599	800	800
	Subtotal	*403,028*	*443,973*	402,535
Operating and Maintenance				
210	Supplies	2,799	2,449	2,449
217	Dues and Subscriptions	704	1,005	645
218	NonCapital Equip and Furniture	1,063	-	-
240	Repair and Maintenance	1,395	4,935	-
245	Mileage Allowance	-	500	300
246	Liability Insurance	-	1,225	1,136
249	Operating Leases and Rentals	120	1,350	1,350
250	Prof and Contracted Services	-	43,980	43,980
252	Ads and Legal Notices	-	1,645	1,045
253	Software	-	-	5,295
261	Telephone Charges	1,350	-	-
263	Postage	10	400	400
264	Printing Copying and Binding	245	6,809	5,999
269	Other Services and Charges	2,472	5,750	5,460
	Subtotal	*10,157*	*70,048*	68,059
Non-Operating Expense				
970	Transfers to Other Funds	1,206,543	-	-
	Subtotal	*1,206,543*	-	-
	SERVICE TOTAL	**$ 1,619,728**	**$ 514,021**	**$ 470,594**

Budget Detail - Human Services Agencies

Operating and Maintenance		2023 Actual	2024 Budget	2025 Budget
250	Prof and Contracted Services	2,547,323	2,753,046	2,740,716
	Subtotal	*2,547,323*	*2,753,046*	*2,740,716*
	SERVICE TOTAL	**$ 2,547,323**	**$ 2,753,046**	**$ 2,740,716**

Budgeted Positions—Senior Services

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Seniors Services Manager	1.000	1.000	1.000
Supportive Services Supervisor	1.000	1.000	1.000
Seniors Recreation Program Supervisor	1.000	1.000	1.000
Seniors Resource Specialist	2.750	3.000	3.000
Seniors Recreation Program Coordinator	1.000	2.000	2.000
Therapeutic Recreation Coordinator	0.500	0.500	0.000
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	**10.250**	**11.500**	**11.000**

Budget Detail - Senior Services

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	710,329	871,838	867,189
112	Temporary Wages	46,140	119,649	119,649
121	Overtime Wages	2,047	4,000	4,000
126	RHS Plan	5,959	4,600	4,400
128	FICA	2,893	3,165	7,418
129	Medicare Contribution	9,381	13,384	14,312
131	MOPC	34,872	43,592	43,360
132	Employee Insurance	111,752	120,145	124,962
133	GERP Retirement	68,535	81,954	81,517
135	Compensation Insurance	8,927	16,442	16,418
136	Unemployment Insurance	245	331	-
137	Staff Training and Conference	21,211	5,200	5,200
	Subtotal	*1,022,292*	*1,284,300*	*1,288,425*
Operating and Maintenance				
210	Supplies	27,589	40,651	40,034
216	Reference Books and Materials	10	100	100
217	Dues and Subscriptions	2,779	2,351	2,351
218	NonCapital Equip and Furniture	3,224	7,450	-
240	Repair and Maintenance	14,162	21,370	29
245	Mileage Allowance	-	50	50
246	Liability Insurance	3,546	4,476	3,990
247	Safety Expenses	87	150	150
249	Operating Leases and Rentals	4,302	5,600	5,600
250	Prof and Contracted Services	33,291	15,763	15,763
252	Ads and Legal Notices	2,632	1,000	500
253	Software	-	-	20,226
261	Telephone Charges	550	620	620
263	Postage	2,116	1,500	1,500
264	Printing Copying and Binding	33,856	36,000	36,000
269	Other Services and Charges	22,852	1	1
273	Fleet Lease Operating and Mtc	1,854	5,447	3,989
274	Fleet Lease Replacement	12,204	3,418	4,088
	Subtotal	*165,053*	*145,947*	*134,991*
	SERVICE TOTAL	**$ 1,187,346**	**$ 1,430,247**	**$ 1,423,416**

Budgeted Positions – Children, Youth and Families

Budgeted Positions:	2023 Budget	2024 Budget	2025 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	2.000	2.000
Executive Assistant	0.000	0.000	1.000
Administrative Assistant	1.000	1.000	0.000
Total	**8.000**	**10.000**	**10.000**

Budget Detail - Children, Youth and Families

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	559,641	817,816	871,045
112	Temporary Wages	7,235	3,207	33,320
121	Overtime Wages	4,207	3,732	3,732
126	RHS Plan	2,891	4,000	4,000
128	FICA	449	199	2,066
129	Medicare	7,120	11,908	13,116
131	MOPC	27,836	40,891	43,551
132	Employee Insurance	86,184	111,465	122,823
133	GERP Retirement	57,349	76,878	81,882
135	Compensation Insurance	2,775	8,437	9,851
136	Unemployment Insurance	204	309	-
137	Staff Training and Conference	4,408	4,000	4,000
	Subtotal	*760,299*	*1,082,842*	*1,189,386*
Operating and Maintenance				
210	Supplies	69,650	47,375	41,075
217	Dues and Subscriptions	1,340	2,910	2,910
218	NonCapital Equip and Furniture	7,567	5,000	1,000
229	Materials and Supplies	-	50,000	-
240	Repair and Maintenance	222	7,608	4,926
245	Mileage Allowance	-	250	250
246	Liability Insurance	8,937	2,704	2,940
250	Prof and Contracted Services	1,674,617	100,937	118,520
253	Software	-	-	5,300
263	Postage	1,611	250	389
264	Printing Copying and Binding	912	1,335	1,335
269	Other Services and Charges	1,928	1,445	1,445
273	Fleet Lease Operating and Mtc	25,016	1,457	2,264
274	Fleet Lease Replacement	23,490	23,490	17,592
	Subtotal	*1,815,291*	*244,761*	*199,946*
	SERVICE TOTAL	**$ 2,575,589**	**$ 1,327,603**	**$ 1,389,332**

Budgeted Positions – Permanent Supportive Housing Clinical Support

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Clinician II	0.000	0.000	2.000
Total	**0.000**	**0.000**	**2.000**

Budget Detail - Permanent Supportive Housing Clinical Support

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	-	-	163,967
126	RHS Plan	-	-	800
129	Medicare Contribution	-	-	2,378
131	MOPC	-	-	8,198
132	Employee Insurance	-	-	23,776
133	GERP Retirement	-	-	15,412
	Subtotal	-	-	214,531
Operating and Maintenance				
269	Other Services and Charges	-	275,000	60,469
	Subtotal	-	*275,000*	60,469
	SERVICE TOTAL	**$ -**	**$ 275,000**	**$ 275,000**

Recreation and Culture

Overview

	2023 Actual	2024 Budget	2025 Budget
Personal Services	9,229,870	9,879,235	10,593,684
Operating and Maintenance	2,687,367	2,592,243	2,695,992
Non-Operating	95,970	99,854	100,510
Capital	224,319	30,000	-
TOTAL	**$ 12,237,526**	**$ 12,628,332**	**$ 13,390,186**

This Division includes 21 budget services:

- Recreation 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 and Culture Administration

Recreation Administration administers and supervises the various sections within the Recreation and Culture 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.

Goals

- Responsible Internal Operations and Governance
- A Safe Healthy and Adaptable Community
- Responsible stewardship of our resources
- Livable centers, corridors and neighborhoods
- Housing, services, amenities and opportunities for all
- Job Growth and Economic Vitality Through Innovation and Collaboration

Budgeted Positions- Recreation and Culture Administration

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Director of Recreation and Culture	1.000	1.000	1.000
Total	**1.000**	**1.000**	**1.000**

Budget Detail - Recreation and Culture Administration

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	191,206	197,451	201,362
126	RHS Plan	2,052	400	400
129	Medicare Contribution	2,470	2,863	2,920
131	MOPC	9,560	9,873	10,068
132	Employee Insurance	10,085	27,361	29,197
133	GERP Retirement	17,224	18,560	18,928
135	Compensation Insurance	140	63	62
136	Unemployment Insurance	60	75	-
	Subtotal	*232,797*	*256,646*	262,937
Operating and Maintenance				
246	Liability Insurance	791	424	416
250	Prof and Contracted Services	-	30,000	30,000
	Subtotal	*791*	*30,424*	30,416
	SERVICE TOTAL	**$ 233,588**	**$ 287,070**	**$ 293,353**

Overview

	2023 Actual	2024 Budget	2025 Budget
Personal Services	3,548,013	3,890,094	4,055,810
Operating and Maintenance	764,190	802,141	841,769
Non-Operating	-	-	-
Capital	169,754	-	-
TOTAL	**$ 4,481,957**	**$ 4,692,235**	**$ 4,897,579**

LIBRARY

Library Administration

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.

Adult Services

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.

Children's and Teen Services

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.

Circulation

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.

Technical Services

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.

Budgeted Positions - Library Administration

Budgeted Positions:	2023 Budget	2024 Budget	2025 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	0.900	0.900
Administrative Assistant	1.000	1.000	1.000
Total	**4.000**	**4.900**	**4.900**

Budget Detail - Library Administration

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	364,579	404,099	424,007
112	Temporary Wages	32,888	34,088	34,088
121	Overtime Wages	293	750	750
126	RHS Plan	1,200	1,960	1,960
128	FICA	2,068	2,113	2,113
129	Medicare Contribution	5,187	6,352	6,642
131	MOPC	14,641	20,205	21,200
132	Employee Insurance	38,878	55,663	61,133
133	GERP Retirement	33,211	37,986	39,857
135	Compensation Insurance	159	276	276
136	Unemployment Insurance	121	154	-
137	Staff Training and Conference	6,900	5,000	5,000
141	Uniforms Protective Clothing	876	300	850
	Subtotal	*501,001*	*568,946*	*597,876*
Operating and Maintenance				
210	Supplies	36,092	35,020	35,020
217	Dues and Subscriptions	15,968	21,100	18,725
240	Repair and Maintenance	9,792	8,000	8,000
245	Mileage Allowance	609	3,000	3,000
246	Liability Insurance	1,041	1,026	22,429
247	Safety Expenses	-	400	400
250	Prof and Contracted Services	71,894	3,500	3,500
252	Ads and Legal Notices	587	-	-
253	Software	-	-	2,375
261	Telephone Charges	3,288	2,992	2,992
263	Postage	29	2,250	2,250
269	Other Services and Charges	3,650	2,000	2,000
	Subtotal	*143,550*	*87,288*	*108,691*
Capital Outlay				
440	Machinery and Equipment	169,754	-	-
	Subtotal	*169,754*	-	-
	SERVICE TOTAL	**$ 814,305**	**$ 656,234**	**$ 706,567**

Budgeted Positions - Adult Services

Budgeted Positions:	2023 Budget	2024 Budget	2025 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	1.500	1.500	1.500
Total	**7.750**	**7.750**	**7.750**

Budget Detail - Adult Services

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	521,260	578,034	621,824
112	Temporary Wages	63,084	64,715	64,715
126	RHS Plan	3,708	3,100	3,100
128	FICA	3,914	4,012	4,012
129	Medicare Contribution	7,070	9,319	9,955
131	MOPC	26,061	28,905	31,093
132	Employee Insurance	78,453	79,516	89,382
133	GERP Retirement	47,409	54,338	58,451
135	Compensation Insurance	1,612	410	413
136	Unemployment Insurance	173	220	-
	Subtotal	*752,743*	*822,569*	*882,945*
Operating and Maintenance				
209	Ebooks Eaudiobooks	83,331	95,000	95,000
210	Supplies	77	-	-
211	Adult Books	142,871	134,000	134,000
213	Periodicals	19,542	13,000	13,000
214	Pamphlets and Documents	912	-	-
215	Audiovisual Materials	17,918	20,000	20,000
216	Reference Books and Materials	290	-	-
217	Dues and Subscriptions	708	-	-
246	Liability Insurance	1,162	1,363	1,355
250	Prof and Contracted Services	2,180	4,500	4,500
253	Software	-	-	83,304
269	Other Services and Charges	57,457	80,804	-
	Subtotal	*326,448*	*348,667*	*351,159*
	SERVICE TOTAL	**$ 1,079,191**	**$ 1,171,236**	**$ 1,234,104**

Budgeted Positions - Children and Teen Services

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Librarian II	1.000	1.000	1.000
Librarian I	3.750	3.750	3.750
Library Technician	1.253	1.500	1.500
Total	**6.003**	**6.250**	**6.250**

Budget Detail - Children and Teen Services

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	421,159	474,481	509,781
112	Temporary Wages	47,432	25,969	25,969
126	RHS Plan	5,688	2,500	2,500
128	FICA	2,942	1,610	1,610
129	Medicare Contribution	5,903	7,256	7,770
131	MOPC	20,573	23,726	25,490
132	Employee Insurance	55,443	65,168	73,222
133	GERP Retirement	37,627	44,604	47,922
135	Compensation Insurance	129	157	157
136	Unemployment Insurance	136	180	-
	Subtotal	*597,033*	*645,651*	*694,421*
Operating and Maintenance				
209	Ebooks Eaudiobooks	20,249	14,500	14,500
210	Supplies	5,773	6,000	6,000
212	Children's Books	92,516	81,000	81,000
213	Periodicals	-	500	500
215	Audiovisual Materials	3,234	8,000	8,000
218	NonCapital Equip and Furniture	1,881	-	-
246	Liability Insurance	728	1,051	1,055
	Subtotal	*124,380*	*111,051*	*111,055*
	SERVICE TOTAL	**$ 721,413**	**$ 756,702**	**$ 805,476**

Budgeted Positions - Circulation

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Circulation Desk Manager	1.000	1.000	1.000
Sr Library Technician	1.000	1.000	1.000
Library Assistant	5.463	6.213	7.213
Library Page	3.500	2.750	1.000
Total	**10.963**	**10.963**	**10.213**

Budget Detail - Circulation

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	493,151	569,528	566,779
112	Temporary Wages	275,731	229,573	237,388
121	Overtime Wages	34	-	-
126	RHS Plan	8,190	4,385	4,085
128	FICA	17,558	14,234	14,718
129	Medicare Contribution	10,004	11,587	11,662
131	MOPC	24,077	28,477	28,343
132	Employee Insurance	81,644	78,923	82,095
133	GERP Retirement	49,250	53,535	53,276
135	Compensation Insurance	473	540	251
136	Unemployment Insurance	182	217	-
	Subtotal	*960,294*	*990,999*	*998,597*
Operating and Maintenance				
210	Supplies	380	2,500	2,500
218	NonCapital Equip and Furniture	-	2,500	2,500
246	Liability Insurance	1,298	1,794	1,685
250	Prof and Contracted Services	4,183	3,000	3,000
263	Postage	1,343	-	-
	Subtotal	*7,205*	*9,794*	*9,685*
	SERVICE TOTAL	**$ 967,499**	**$ 1,000,793**	**$ 1,008,282**

Budgeted Positions - Technical Services

Budgeted Positions:	2023 Budget	2024 Budget	2025 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	4.248	4.000	4.000
Library Assistant	1.288	1.288	1.288
Library Page	1.000	0.500	0.250
Total	**9.536**	**8.788**	**8.538**

Budget Detail - Technical Services

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	488,749	566,909	579,965
112	Temporary Wages	87,366	114,303	114,303
126	RHS Plan	3,166	3,515	3,415
128	FICA	5,479	7,087	7,087
129	Medicare Contribution	7,376	9,878	10,069
131	MOPC	24,324	28,347	29,000
132	Employee Insurance	68,193	77,977	83,399
133	GERP Retirement	51,761	53,290	54,519
135	Compensation Insurance	340	411	214
136	Unemployment Insurance	187	212	-
	Subtotal	*736,942*	*861,929*	*881,971*
Operating and Maintenance				
210	Supplies	55,932	52,100	52,100
217	Dues and Subscriptions	23,074	18,837	-
218	NonCapital Equip and Furniture	11,274	-	-
240	Repair and Maintenance	67,813	163,006	154,345
246	Liability Insurance	1,048	1,598	1,436
253	Software	-	-	43,498
261	Telephone Charges	436	-	-
263	Postage	2,179	-	-
264	Printing Copying and Binding	-	2,200	2,200
269	Other Services and Charges	851	7,600	7,600
	Subtotal	*162,607*	*245,341*	*261,179*
	SERVICE TOTAL	**$ 899,550**	**$ 1,107,270**	**$ 1,143,150**

Recreation and Culture - Museum

Overview

	2023 Actual	2024 Budget	2025 Budget
Personal Services	1,185,115	1,310,338	1,390,935
Operating and Maintenance	194,904	147,342	141,850
Non-Operating	-	-	-
Capital	54,565	-	-
TOTAL	**$ 1,434,584**	**$ 1,457,680**	**$ 1,532,785**

MUSEUM

The Museum Service operates the Longmont Museum in accordance with its mission to be a center for culture in northern Colorado, where people of all ages explore history, experience art and discover new ideas. 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 two to four 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.

Goals:

- Responsible internal operations and governance
- A Safe Healthy and Adaptable Community
- Responsible stewardship of our resources
- Livable centers, corridors and neighborhoods
- Housing, services, amenities and opportunities for all
- Job Growth and Economic Vitality Through Innovation and Collaboration

Museum Auditorium

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

Recreation and Culture - Museum

Budgeted Positions - Museum

Budgeted Positions:	2023 Budget	2024 Budget	2025 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	0.503	0.750	0.750
Fund Development and Marketing Specialist	0.750	0.000	0.000
Communication and Marketing Specialist	0.000	0.750	0.750
Visitor Services Manager	0.500	0.500	0.500
Office Assistant	0.000	2.000	2.000
Total	**7.753**	**10.000**	**10.000**

Budget Detail - Museum

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	597,504	708,264	755,699
112	Temporary Wages	139,699	129,921	129,921
121	Overtime Wages	275	300	300
126	RHS Plan	16,639	4,000	4,000
128	FICA	8,671	8,055	8,055
129	Medicare Contribution	9,342	12,154	12,843
131	MOPC	29,541	35,416	37,787
132	Employee Insurance	91,569	98,142	109,578
133	GERP Retirement	56,166	66,578	71,037
135	Compensation Insurance	222	658	649
136	Unemployment Insurance	201	272	-
137	Staff Training and Conference	6,212	4,000	4,000
	Subtotal	*956,041*	*1,067,760*	*1,133,869*
Operating and Maintenance				
210	Supplies	18,363	11,878	14,912
216	Reference Books and Materials	55	-	-
217	Dues and Subscriptions	1,982	1,860	1,275
218	NonCapital Equip and Furniture	24,194	-	-
225	Freight	270	-	-
240	Repair and Maintenance	15,156	20,307	5,330
245	Mileage Allowance	361	-	-
246	Liability Insurance	1,717	4,559	4,273
249	Operating Leases and Rentals	10,801	1,040	1,040
250	Prof and Contracted Services	16,155	7,500	500
252	Ads and Legal Notices	1,951	-	-
253	Software	-	-	21,976
261	Telephone Charges	431	430	430
263	Postage	4,073	3,280	6,180
264	Printing Copying and Binding	7,462	3,000	4,000
269	Other Services and Charges	5,612	5,000	5,000
273	Fleet Lease Operating and Mainte-	-	-	10,017
274	Fleet Lease Replacement	-	19,140	-
	Subtotal	*108,583*	*77,994*	*74,933*
	SERVICE TOTAL	**$ 1,064,624**	**$ 1,145,754**	**$ 1,208,802**

Budgeted Positions - Museum Auditorium

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Auditorium and Event Manager	1.000	1.000	1.000
Visitor Services Manager	0.500	0.500	0.500
Building Supervisor	0.000	0.750	0.750
Total	**1.500**	**2.250**	**2.250**

Budget Detail - Museum Auditorium

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	142,766	154,099	164,502
112	Temporary Wages	41,227	38,714	38,714
121	Overtime Wages	4	-	-
126	RHS Plan	900	900	900
128	FICA	2,558	2,400	2,400
129	Medicare Contribution	2,362	2,796	2,947
131	MOPC	7,080	7,705	8,225
132	Employee Insurance	19,316	21,353	23,854
133	GERP Retirement	12,756	14,486	15,463
135	Compensation Insurance	62	66	61
136	Unemployment Insurance	43	59	-
	Subtotal	*229,074*	*242,578*	*257,066*
Operating and Maintenance				
210	Supplies	5,262	*4,035*	4,035
217	Dues and Subscriptions	406	-	-
218	Non Capital Equipment and Furniture	6,201	2,400	-
224	Resale Merchandise	8,356	12,000	12,000
240	Repair and Maintenance	1,939	-	-
246	Liability Insurance	349	438	407
249	Operating Leases and Rentals	1,050	-	-
250	Prof and Contracted Services	17,203	3,950	3,950
256	Refunds	27,155	45,000	45,000
259	Licenses and Permits	3,045	1,525	1,525
263	Postage	980	-	-
264	Printing Copying and Binding	73	-	-
273	Fleet Lease Operating and Mtc	2,493	-	-
274	Fleet Lease Replacement	11,809	-	-
	Subtotal	*86,321*	*69,348*	*66,917*
Capital Outlay				
432	Vehicles	54,565	-	-
	Subtotal	*54,565*	-	-
	SERVICE TOTAL	**$ 369,960**	**$ 311,926**	**$ 323,983**

Overview

	2023 Actual	2024 Budget	2025 Budget
Personal Services	4,263,945	4,422,157	4,884,002
Operating and Maintenance	1,727,482	1,612,336	1,681,957
Non-Operating	95,970	99,854	100,510
Capital	-	30,000	-
TOTAL	**$ 6,087,396**	**$ 6,191,347**	**$ 6,666,469**

RECREATION DIVISION

Recreation Administration

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, to support community events that are free to the public and youth enrichment programs, which are offered free or at reduced rates and sport field maintenance.

Recreation Center

The Recreation Center is part of the Recreation Division of the Recreation and Culture 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 100 hours per week.

Athletics and Team Sports

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.

Aquatics

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.

Concessions

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 and other facilities (year round).

Recreation and Culture

General Programs and Facilities

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.

Outdoor Recreation

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 oufitters or instructors. The annual Longmont Triathlon and Turkey Trot also are included in this service.

Recreational Programs for Special Needs

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.

Community Events

The Community Events service provides a variety of events that reflect the diverse interests and tastes of Longmont residents. Annual events include the Halloween Parade, the Hometown Holiday Parade, and Rhythm at Roosevelt. 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.

Seasonal Ice Rink

This service operates the seasonal outdoor ice-skating rink located in the Pavilion at Roosevelt Park. The ice rink operates from mid-November through early 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.

Youth Recreational Programs

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.

Sports Field Maintenance

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, Dry Creek Park, Rothrock Dell, Kanemoto, and Carr parks.

Recreation Union Reservoir

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, the swim beach, 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.

Budgeted Positions - Recreation Administration

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Recreation and Golf Manager	0.600	0.000	0.000
Recreation and Golf Superintendent	0.000	0.570	0.570
Recreation Area Supervisor	0.000	0.000	0.370
Recreation Program Supervisor	0.400	0.370	0.000
Communications and Marketing Manager	0.260	0.000	0.000
Administrative Analyst	0.000	0.920	0.920
Administrative Assistant	1.000	0.000	0.000
Total	**2.260**	**1.860**	**1.860**

Budget Detail - Recreation Administration

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	173,082	165,535	183,047
112	Temporary Wages	-	10,410	10,410
121	Overtime Wages	2,377	-	-
126	RHS Plan	937	744	744
128	FICA	-	645	645
129	Medicare Contribution	2,155	2,551	2,806
131	MOPC	8,654	8,276	9,152
132	Employee Insurance	26,312	22,633	26,193
133	GERP Retirement	16,002	15,560	17,207
135	Compensation Insurance	1,579	1,715	1,459
136	Unemployment Insurance	58	62	-
137	Staff Training and Conference	7,731	2,000	2,000
141	Uniforms Protective Clothing	185	637	637
142	Food Allowance	187	-	-
	Subtotal	*239,260*	*230,768*	*254,300*
Operating and Maintenance				
210	Supplies	9,964	15,000	15,000
216	Reference Books and Materials	-	37	37
217	Dues and Subscriptions	21,403	5,495	495
218	NonCapital Equip and Furniture	7,200	225	225
240	Repair and Maintenance	4,019	16,139	16,139
245	Mileage Allowance	1,340	2,203	2,203
246	Liability Insurance	1,634	1,666	1,315
247	Safety Expenses	1,960	222	222
249	Operating Leases and Rentals	1,653	1,425	1,425
250	Prof and Contracted Services	33,704	8,964	8,964
252	Ads and Legal Notices	2,485	1,500	1,500
253	Software	-	-	18,000
261	Telephone Charges	455	2,655	2,655
263	Postage	25,286	23,000	27,000
264	Printing Copying and Binding	39,793	18,774	43,999
269	Other Services and Charges	120,625	64,456	10,000
	Subtotal	*271,520*	*161,761*	*149,179*
Non-Operating Expense				
970	Transfers To Other Funds	95,970	99,854	100,510
	Subtotal	*95,970*	*99,854*	*100,510*
	SERVICE TOTAL	**$ 606,750**	**$ 492,383**	**$ 503,989**

Budgeted Positions - Recreation Center

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Recreation Area Supervisor	1.000	1.000	1.090
Recreation Program Supervisor	0.850	0.340	0.250
Recreation Program Coordinator	2.000	2.000	1.450
Pool Technician	0.350	0.350	0.250
Fitness Specialist	1.000	1.000	1.000
Swim Lesson Specialist	0.503	0.670	0.670
Aquatics Facility Lead	0.000	0.000	1.000
Recreation Facility Supervisor	0.000	0.500	0.000
Recreation Maintenance Supervisor	0.000	0.000	0.450
Administrative Assistant	1.000	1.000	1.000
Office Assistant	1.000	1.000	1.000
Total	**7.703**	**7.860**	**8.160**

Budget Detail - Recreation Center

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	492,197	543,392	566,632
112	Temporary Wages	927,951	729,689	841,689
121	Overtime Wages	2,299	-	-
126	RHS Plan	2,489	3,144	3,264
128	FICA	57,535	44,776	52,185
129	Medicare Contribution	19,676	18,352	20,422
131	MOPC	24,418	27,169	28,332
132	Employee Insurance	70,925	75,297	82,161
133	GERP Retirement	49,133	51,079	53,263
135	Compensation Insurance	17,181	20,470	19,784
136	Unemployment Insurance	179	207	-
141	Uniforms Protective Clothing	2,197	2,850	2,850
	Subtotal	*1,666,181*	*1,516,425*	*1,670,582*
Operating and Maintenance				
210	Supplies	15,225	18,000	18,000
217	Dues and Subscriptions	5,236	900	6,600
218	NonCapital Equip and Furniture	2,603	6,000	6,000
222	Chemicals	38,826	31,329	39,329
224	Resale Merchandise	8,482	4,500	4,500
240	Repair and Maintenance	6,281	16,500	16,500
245	Mileage Allowance	133	350	350
246	Liability Insurance	8,357	8,882	3,793
247	Safety Expenses	1,166	1,125	1,125
249	Operating Leases and Rentals	2,623	1,275	4,775
250	Prof and Contracted Services	6,208	18,737	18,737
252	Ads and Legal Notices	-	1,000	1,000
260	Utilities	266,413	308,533	308,533
261	Telephone Charges	1,181	-	-
263	Postage	3	1,000	1,000
264	Printing Copying and Binding	2,975	4,000	4,000
269	Other Services and Charges	113	250	250
	Subtotal	*365,825*	*422,381*	*434,492*
	SERVICE TOTAL	**$ 2,032,006**	**$ 1,938,806**	**$ 2,105,074**

Budgeted Positions - Athletics and Team Sports

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Recreation Program Supervisor	0.600	0.590	0.500
Recreation Area Supervisor	0.000	0.000	0.090
Recreation Program Coordinator	0.800	0.800	0.800
Total	**1.400**	**1.390**	**1.390**

Budget Detail - Athletics and Team Sports

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	104,422	106,690	110,000
112	Temporary Wages	164,133	215,928	215,928
121	Overtime Wages	2,622	-	-
126	RHS Plan	274	556	556
128	FICA	10,551	13,388	13,388
129	Medicare Contribution	3,746	4,678	4,726
131	MOPC	5,024	5,334	5,500
132	Employee Insurance	12,500	14,785	15,950
133	GERP Retirement	9,251	10,029	10,340
135	Compensation Insurance	4,283	4,965	3,748
136	Unemployment Insurance	34	41	-
141	Uniforms Protective Clothing	239	675	675
	Subtotal	*317,079*	*377,069*	*380,811*
Operating and Maintenance				
210	Supplies	34,243	19,167	19,167
217	Dues and Subscriptions	2,039	200	200
218	NonCapital Equip and Furniture	-	500	500
240	Repair and Maintenance	-	250	250
245	Mileage Allowance	-	375	375
246	Liability Insurance	1,589	1,795	1,737
247	Safety Expenses	-	375	375
250	Prof and Contracted Services	39,314	47,987	47,987
260	Utilities	125,264	140,135	140,135
261	Telephone Charges	457	-	-
263	Postage	-	250	250
264	Printing Copying and Binding	-	500	500
269	Other Services and Charges	3,160	2,500	2,500
	Subtotal	*206,066*	*214,034*	*213,976*
	SERVICE TOTAL	**$ 523,146**	**$ 591,103**	**$ 594,787**

Budgeted Positions - Aquatics

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Recreation Area Supervisor	1.000	1.000	1.090
Recreation Program Supervisor	0.600	0.090	0.000
Recreation Program Coordinator	1.200	1.200	1.500
Recreation Maintenance Supervisor	0.000	0.000	0.450
Recreation Facility Supervisor	0.000	0.500	0.000
Aquatic Facility Lead	2.250	2.000	1.000
Swim Lesson Specialist	0.248	0.330	0.330
Pool Technician	0.650	0.650	0.550
Office Assistant	0.750	0.750	0.600
Total	**6.698**	**6.520**	**5.520**

Budget Detail - Aquatics

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	356,267	442,810	401,807
112	Temporary Wages	455,489	411,380	461,380
121	Overtime Wages	2,205	-	-
126	RHS Plan	1,354	2,608	2,208
128	FICA	28,318	25,041	28,606
129	Medicare Contribution	11,094	12,276	12,518
131	MOPC	17,710	22,139	20,089
132	Employee Insurance	53,159	61,360	58,263
133	GERP Retirement	34,657	41,623	37,769
135	Compensation Insurance	21,670	14,036	11,941
136	Unemployment Insurance	127	169	-
141	Uniforms and Protective Clothing	2,338	525	525
	Subtotal	*984,388*	*1,033,967*	*1,035,106*
Operating and Maintenance				
210	Supplies	12,736	25,000	25,000
217	Dues and Subscriptions	9,748	6,242	12,542
218	NonCapital Equip and Furniture	4,940	1,250	1,250
222	Chemicals	50,066	49,881	49,881
224	Resale Merchandise	3,537	1,250	1,250
240	Repair and Maintenance	4,952	23,000	23,000
245	Mileage Allowance	455	-	-
246	Liability Insurance	16,159	18,739	9,271
247	Safety Expenses	1,651	885	2,085
249	Operating Leases and Rentals	399	-	-
250	Prof and Contracted Services	3,091	11,250	11,250
252	Ads and Legal Notices	804	-	-
260	Utilities	99,120	127,773	127,773
261	Telephone Charges	2,731	-	-
263	Postage	16	100	100
264	Printing Copying and Binding	2,068	750	750
269	Other Services and Charges	1,146	250	250
273	Fleet Lease Operating and Mtc	861	6,177	2,671
274	Fleet Lease Replacement	5,305	-	-
	Subtotal	*219,787*	*272,547*	*267,073*
	SERVICE TOTAL	**$ 1,204,175**	**$ 1,306,514**	**$ 1,302,179**

Budget Detail - Concessions

Personal Services		2023 Actual	2024 Budget	2025 Budget
112	Temporary Wages	25,863	19,467	19,467
128	FICA	1,603	1,207	1,207
129	Medicare Contribution	375	282	282
135	Compensation Insurance	152	174	161
141	Uniforms and Protective Clothing	392	75	75
	Subtotal	*28,385*	*21,205*	*21,192*
Operating and Maintenance				
210	Supplies	993	844	844
217	Dues and Subscriptions	199	-	-
218	NonCapital Equip and Furniture	-	188	188
224	Resale Merchandise	10,799	10,000	10,000
240	Repair and Maintenance	-	1,000	1,000
246	Liability Insurance	148	174	175
247	Safety Expenses	-	225	225
273	Fleet Lease Operating and Mtc	2,822	6,254	2,932
	Subtotal	*14,961*	*18,685*	*15,364*
Capital Outlay				
432	Vehicles	-	30,000	-
	Subtotal	*-*	*30,000*	*-*
	SERVICE TOTAL	**$ 43,346**	**$ 69,890**	**$ 36,556**

Budgeted Positions - General Programs and Facilities

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Recreation Area Supervisor	1.000	1.000	0.280
Recreation Program Supervisor	0.300	0.280	1.000
Recreation Program Coordinator	1.900	1.900	2.000
Therapeutic Recreation Coordinator	0.000	0.500	0.000
Campus Security Attendant	0.000	0.100	0.100
Administrative Analyst	0.570	0.550	0.550
Administrative Assistant	1.000	0.800	0.800
Total	**4.770**	**5.130**	**4.730**

Budget Detail - General Programs and Facilities

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	300,948	380,005	357,311
112	Temporary Wages	191,388	212,995	212,995
115	One Time Payment	5,375	-	-
121	Overtime Wages	3,383	-	-
126	RHS Plan	2,010	2,052	1,892
128	FICA	12,299	13,206	13,206
129	Medicare	6,598	8,599	8,271
131	MOPC	14,917	19,000	17,866
132	Employee Insurance	51,011	52,590	51,724
133	GERP Retirement	30,135	35,720	33,587
135	Compensation Insurance	13,445	15,361	15,522
136	Unemployment Insurance	112	144	-
141	Uniforms Protective Clothing	1,942	375	375
	Subtotal	*633,564*	*740,047*	*712,749*
Operating and Maintenance				
210	Supplies	12,697	8,000	8,000
217	Dues and Subscriptions	797	75	75
218	NonCapital Equip and Furniture	14,006	1,100	1,100
240	Repair and Maintenance	-	1,250	1,250
246	Liability Insurance	2,342	2,787	2,726
247	Safety Expenses	-	754	754
249	Operating Leases and Rentals	-	2,362	2,362
250	Prof and Contracted Services	181,073	90,000	90,000
252	Ads and Legal Notices	-	175	175
259	Licenses and Permits	-	1,250	1,250
260	Utilities	43,683	51,409	51,409
261	Telephone Charges	2,234	63	63
263	Postage	221	1,000	1,000
264	Printing Copying and Binding	-	975	975
269	Other Services and Charges	1,852	600	600
273	Fleet Lease Operating and Mtc	3,912	5,560	5,214
274	Fleet Lease Replacement	27,208	33,308	27,208
276	Scholarships	19,061	-	-
	Subtotal	*309,085*	*200,668*	*194,161*
	SERVICE TOTAL	**$ 942,649**	**$ 940,715**	**$ 906,910**

Budget Detail - Outdoor Recreation

Personal Services		2023 Actual	2024 Budget	2025 Budget
112	Temporary Wages	-	1,076	1,076
128	FICA	-	67	67
129	Medicare	-	16	16
135	Compensation Insurance	8	10	9
	Subtotal	*8*	*1,169*	*1,168*
Operating and Maintenance				
210	Supplies	12,878	17,000	17,000
246	Liability Insurance	486	533	495
249	Operating Leases and Rentals	385	300	300
250	Prof and Contracted Services	15,079	11,000	11,000
252	Ads and Legal Notices	-	450	450
259	Licenses and Permits	-	262	262
263	Postage	12	150	150
264	Printing Copying and Binding	56	200	200
	Subtotal	*28,896*	*29,895*	*29,857*
	SERVICE TOTAL	**$ 28,904**	**$ 31,064**	**$ 31,025**

Budgeted Positions - Recreation for Special Needs

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Recreation Program Coordinator	0.600	0.100	0.000
Thereaputic Recreation Coordinator	0.000	0.000	1.000
Total	**0.600**	**0.100**	**1.000**

Budget Detail - Recreation for Special Needs

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	5,550	6,928	70,659
112	Temporary Wages	2,272	32,553	32,553
126	RHS Plan	40	40	400
128	FICA	141	2,018	2,018
129	Medicare	103	572	1,497
131	MOPC	277	346	3,533
132	Employee Insurance	684	960	10,246
133	GERP Retirement	3,576	651	6,642
135	Compensation Insurance	308	653	327
136	Unemployment Insurance	13	3	-
	Subtotal	*12,963*	*44,724*	*127,875*
Operating and Maintenance				
210	Supplies	1,737	225	225
218	NonCapital Equip and Furniture	-	250	250
246	Liability Insurance	74	165	83
250	Prof and Contracted Services	1,909	75	75
261	Telephone Charges	37	-	-
264	Printing Copying and Binding	-	45	45
	Subtotal	*3,757*	*760*	*678*
	SERVICE TOTAL	**$ 16,720**	**$ 45,484**	**$ 128,553**

Budget Detail - Community Events

Personal Services		2023 Actual	2024 Budget	2025 Budget
112	Temporary Wages	1,422	-	-
128	FICA	88	-	-
129	Medicare	21	-	-
141	Uniforms and Protective Clothing	-	500	500
	Subtotal	*1,531*	*500*	*500*
Operating and Maintenance				
210	Supplies	9,694	3,974	3,974
218	NonCapital Equip and Furniture	-	823	823
249	Operating Leases and Rentals	41,086	45,000	45,000
250	Prof and Contracted Services	91,452	85,630	85,630
252	Ads and Legal Notices	1,490	2,500	2,500
263	Postage	-	50	50
264	Printing Copying and Binding	475	1,000	1,000
	Subtotal	*144,198*	*138,977*	*138,977*
Capital Outlay				
432	Vehicles	-	27,000	-
	Subtotal	*-*	*27,000*	*-*
	SERVICE TOTAL	**$ 145,728**	**$ 166,477**	**$ 139,477**

Budgeted Positions - Seasonal Ice Rink

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Recreation Program Coordinator	0.000	0.000	0.250
Recreation Maintenance Supervisor	0.000	0.000	0.100
Pool Technician	0.000	0.000	0.200
Office Assistant	0.000	0.000	0.150
Total	**0.000**	**0.000**	**0.700**

Budget Detail - Seasonal Ice Rink

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	466	-	48,122
112	Temporary Wages	111,394	104,739	114,739
121	Overtime Wages	170	-	-
126	RHS Plan	-	-	280
128	FICA	6,946	6,494	7,114
129	Medicare	1,624	1,519	2,362
131	MOPC	-	-	2,407
132	Employee Insurance	-	-	6,978
133	GERP Retirement	-	-	4,522
135	Compensation Insurance	951	934	869
	Subtotal	*121,551*	*113,686*	*187,393*
Operating and Maintenance				
210	Supplies	4,243	4,250	4,250
217	Dues and Subscriptions	662	1,500	1,500
218	NonCapital Equip and Furniture	2,357	2,000	2,000
232	Building Repair and Maintenance	2,676	1,000	1,000
240	Repair and Maintenance	-	4,213	4,213
246	Liability Insurance	535	1,272	941
247	Safety Expenses	405	112	512
249	Operating Leases and Rentals	-	1,200	1,200
250	Prof and Contracted Services	11,011	13,952	13,952
252	Ads and Legal Notices	-	2,000	2,000
259	Licenses and Permits	-	82	82
260	Utilities	20,455	25,032	25,032
261	Telephone Charges	-	125	125
264	Printing Copying and Binding	241	200	200
	Subtotal	*42,585*	*56,938*	*57,007*
	SERVICE TOTAL	**$ 164,136**	**$ 170,624**	**$ 244,400**

Budget Detail - Youth Recreation

Personal Services		2023 Actual	2024 Budget	2025 Budget
112	Temporary Wages	8,290	23,879	23,879
128	FICA	514	1,480	1,480
129	Medicare	120	346	346
135	Compensation Insurance	187	213	198
	Subtotal	*9,111*	*25,918*	*25,903*
Operating and Maintenance				
210	Supplies	1,674	2,445	2,445
246	Liability Insurance	518	606	627
269	Other Services and Charges	22	-	-
273	Fleet Lease Operating and Mtc	3,706	3,677	4,582
274	Fleet Lease Replacement	16,226	5,722	5,722
	Subtotal	*22,146*	*12,450*	*13,376*
	SERVICE TOTAL	**$ 31,257**	**$ 38,368**	**$ 39,279**

Budgeted Positions - Sports Field Maintenance

Budgeted Positions:	2023 Budget	2024 Budget	2025 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**

Budget Detail - Sports Field Maintenance

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	142,994	160,848	176,849
112	Temporary Wages	23,357	54,669	54,669
121	Overtime Wages	35,352	6,000	26,000
122	Longevity Compensation	2,520	2,580	2,640
126	RHS Plan	1,051	900	900
128	FICA	1,574	3,389	3,389
129	Medicare Contribution	1,542	2,117	2,236
131	MOPC	7,103	8,042	8,842
132	Employee Insurance	16,344	22,288	25,644
133	GERP Retirement	13,383	15,120	16,624
135	Compensation Insurance	3,146	2,122	2,067
136	Unemployment Insurance	49	62	-
137	Staff Training and Conference	350	-	-
141	Uniforms Protective Clothing	1,157	187	1,687
	Subtotal	*249,923*	*278,324*	*321,547*
Operating and Maintenance				
210	Supplies	51,247	38,000	53,000
246	Liability Insurance	3,447	5,528	3,395
260	Utilities	(50)	-	-
261	Telephone Charges	750	300	300
273	Fleet Lease Operating and Maintenc-	13,985	13,226	14,478
274	Fleet Lease Replacement	29,278	26,186	10,356
	Subtotal	*98,657*	*83,240*	*81,529*
	SERVICE TOTAL	**$ 348,580**	**$ 361,564**	**$ 403,076**

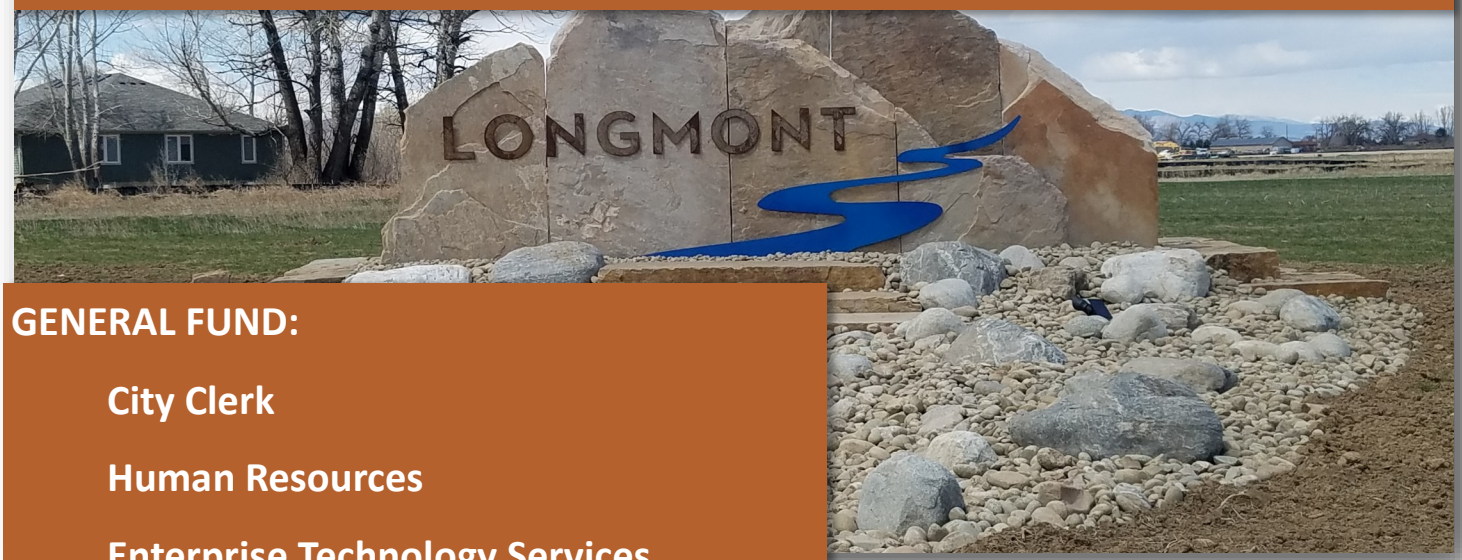
Budgeted Positions - Recreation Union Reservoir

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Recreation and Golf Superintendent	0.000	0.030	0.030
Recreation Area Supervisor	0.000	0.000	0.080
Recreation Program Supervisor	0.000	0.080	0.000
Administrative Analyst	0.000	0.100	0.100
Administrative Assistant	0.000	0.200	0.200
Total	**0.000**	**0.410**	**0.410**

Budget Detail - Recreation Union Reservoir

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	-	29,468	35,254
112	Temporary Wages	-	-	91,638
126	RHS Plan	-	164	164
128	FICA	-	-	5,682
129	Medicare Contribution	-	428	1,841
131	MOPC	-	1,474	1,762
132	Employee Insurance	-	4,040	4,677
133	GERP Retirement	-	2,769	3,314
135	Compensation Insurance	-	-	244
136	Unemployment Insurance	-	12	-
141	Uniforms Protective Clothing	-	-	300
	Subtotal	*-*	*38,355*	*144,876*
Operating and Maintenance				
210	Supplies	-	-	800
218	Non-Caputal Equipment and Furniture	-	-	500
240	Repair and Maintenance	-	-	1,200
246	Liability Insurance	-	-	62
247	Safety Expeses	-	-	400
249	Operating Leases and Rentals	-	-	81,276
250	Prof and Contracted Services	-	-	150
264	Printing Copying and Binding	-	-	1,900
	Subtotal	*-*	*-*	*86,288*
	SERVICE TOTAL	**$ -**	**$ 38,355**	**$ 231,164**

SHARED SERVICES

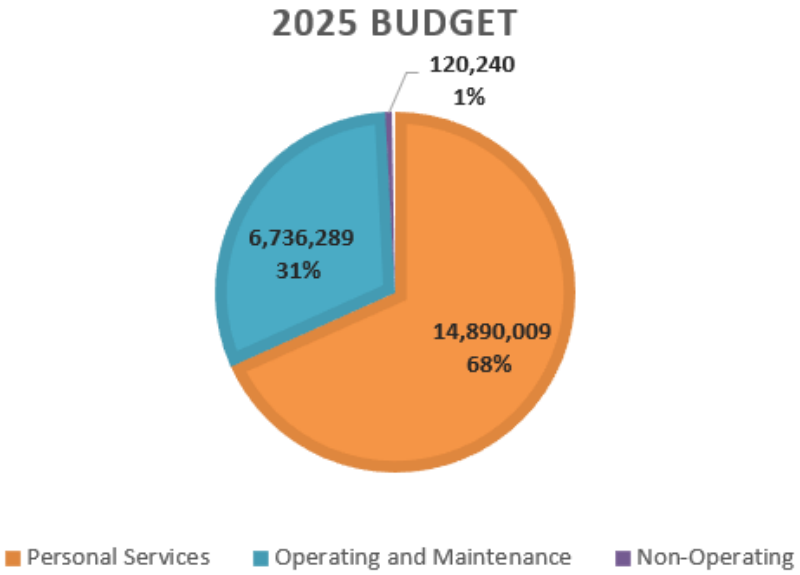


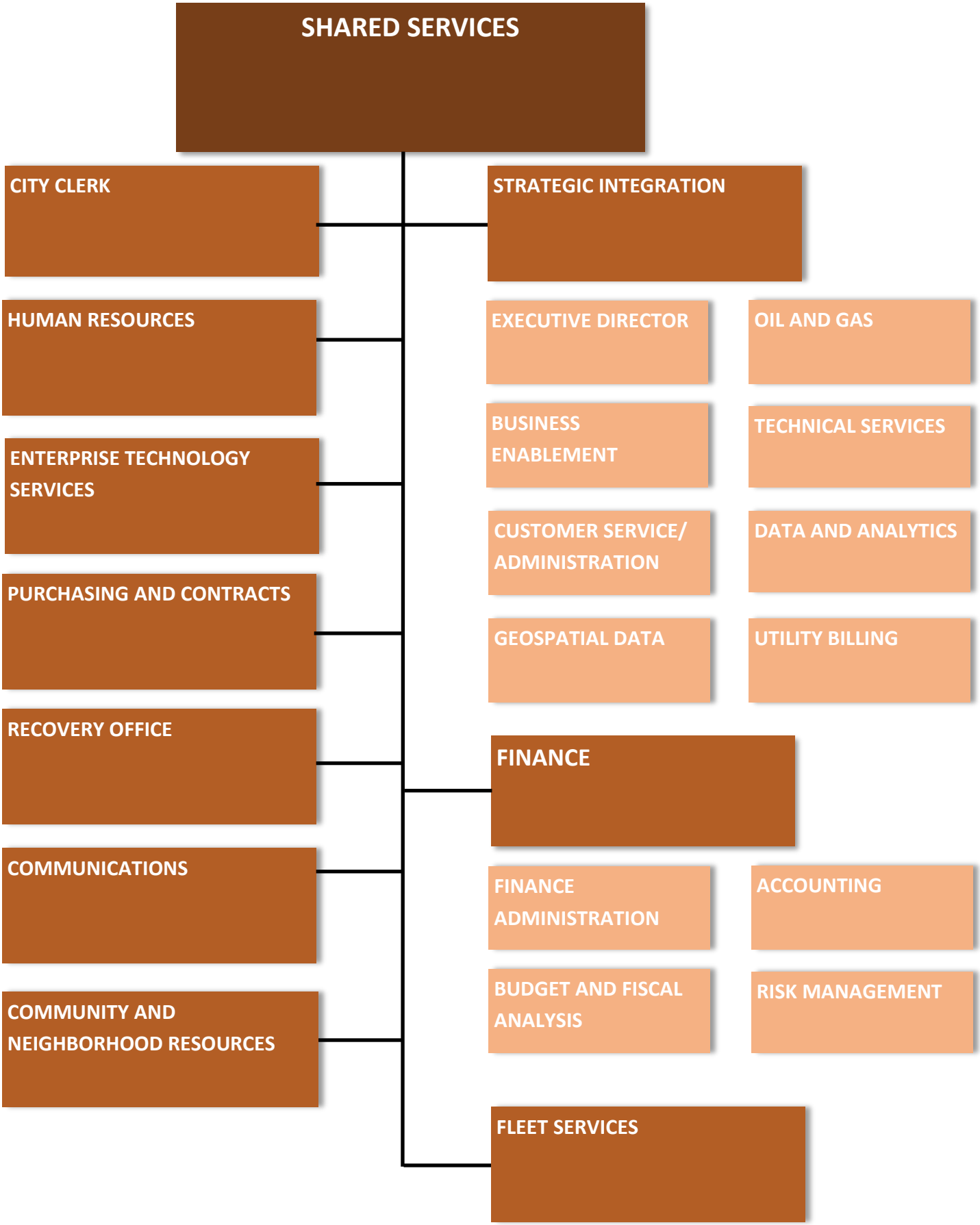
GENERAL FUND:

- City Clerk
- Human Resources
- Enterprise Technology Services
- Purchasing and Contracts
- Recovery Office
- Communications
- Community & Neighborhood Resources
- Strategic Integration
- Finance

106.589

FTE




SHARED SERVICES
CITY CLERK
HUMAN RESOURCES
ENTERPRISE TECHNOLOGY SERVICES
PURCHASING AND CONTRACTS
RECOVERY OFFICE
COMMUNICATIONS
COMMUNITY AND NEIGHBORHOOD RESOURCES
STRATEGIC INTEGRATION
EXECUTIVE DIRECTOR
OIL AND GAS
BUSINESS ENABLEMENT
TECHNICAL SERVICES
CUSTOMER SERVICE/ ADMINISTRATION
DATA AND ANALYTICS
GEOSPATIAL DATA
UTILITY BILLING
FINANCE
FINANCE ADMINISTRATION
ACCOUNTING
BUDGET AND FISCAL ANALYSIS
RISK MANAGEMENT
FLEET SERVICES

Shared Services Overview

Shared Services

Overview

	2023 Actual	2024 Budget	2025 Budget
Personal Services	11,943,396	14,174,203	14,890,009
Operating and Maintenance	5,221,886	7,056,319	6,736,289
Non-Operating	95,240	120,240	120,240
Capital	205,225	-	55,000
TOTAL	**$ 17,465,747**	**$ 21,350,762**	**$ 21,801,538**

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, Human Resources, Enterprise Technology Services, Purchasing and Contracts, Recovery Office, Communications, Community and Neighborhood Resources, Strategic Integration, and Finance.

City Clerk

Overview

	2023 Actual	2024 Budget	2025 Budget
Personal Services	500,944	532,679	583,490
Operating and Maintenance	142,515	276,949	360,285
Non-Operating	-	-	-
Capital	2,900	-	-
TOTAL	**$ 646,359**	**$ 809,628**	**$ 943,775**

City Clerk

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.

Goals:

- Responsible internal operations and governance
- Housing, services, amenities and opportunities for all
- A safe, healthy and adaptable community
- Livable centers, corridors and neighborhoods
- Job growth and economic vitality through innovation and collaboration

Election and Voter Registration

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. This service also registers voters in the City of Longmont and Boulder and Weld counties by acting as deputy to those county clerks.

Additional Goals:

- Audit, refine and fortify the City's permanent records and their organization in OnBase
- Increase the number of document types available via the City's Public Records Portal in order to increase transparency and reduce Open Records Requests for routine records
    - Continue to migrate CCO administrative records and files from the L Drive to Office 365 and create a format for doing so that can be disseminated and replicated by other departments
    - Implement DocuSign and electronic notarization in partnership with Planning, Purchasing and City Attorney's Office
    - Complete licensing code updates (if directed by Council)

City Clerk

Budgeted Positions—City Clerk

Budgeted Positions:	2023 Budget	2024 Budget	2025 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**

Budget Detail—City Clerk

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	324,725	357,310	379,415
112	Temporary Wages	36,095	21,444	35,000
121	Overtime Wages	997	1,500	2,500
126	RHS Plan	1,300	1,520	1,520
128	FICA	2,243	1,330	2,170
129	Medicare Contribution	4,529	5,493	6,010
131	MOPC	16,178	17,866	18,970
132	Employee Insurance	44,129	49,230	54,667
133	GERP Retirement	30,930	33,587	35,666
135	Compensation Insurance	1,531	2,657	1,181
136	Unemployment Insurance	111	136	-
137	Staff Training and Conference	4,944	5,285	6,857
142	Food Allowance	331	300	800
	Subtotal	*468,043*	*497,658*	*544,756*
Operating and Maintenance				
210	Supplies	2,585	3,000	3,000
216	Reference Books and Materials	133	-	-
217	Dues and Subscriptions	2,436	1,954	2,100
218	NonCapital Equip and Furniture	6,644	-	-
240	Equipment Repair and Maintenance	29,386	93,190	1,900
245	Mileage Allowance	-	200	200
246	Liability Insurance	670	835	802
249	Operating Leases and Rentals	1,286	8,000	3,900
250	Prof and Contracted Services	11,201	32,645	21,670
252	Ads and Legal Notices	17,064	28,500	28,000
253	Software	-	-	90,591
261	Telephone Charges	807	850	850
263	Postage	839	1,000	1,000
264	Printing and Copying	798	1,220	1,220
269	Other Services and Charges	2,049	12,570	12,070
	Subtotal	*75,898*	*183,964*	*167,303*
Capital Outlay				
440	Machinery and Equipment	2,900	-	-
	Subtotal	*2,900*	-	-
	SERVICE TOTAL	**$ 546,841**	**$ 681,622**	**$ 712,059**

Budgeted Positions - Elections and Voter Registration

Budgeted Positions:	2023 Budget	2024 Budget	2025 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**

Budget Detail - Elections and Voter Registration

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	26,162	26,423	29,378
121	Overtime Wages	-	600	600
126	RHS Plan	60	80	80
129	Medicare Contribution	325	383	426
131	MOPC	1,308	1,321	1,468
132	Employee Insurance	2,455	3,611	3,912
133	GERP Retirement	2,357	2,484	2,762
135	Compensation Insurance	9	9	8
136	Unemployment Insurance	8	10	-
142	Food Allowance	217	100	100
	Subtotal	*32,901*	*35,021*	*38,734*
Operating and Maintenance				
210	Supplies	12	-	-
245	Mileage Allowance	-	200	200
246	Liability Insurance	49	60	57
250	Prof and Contracted Services	65,166	41,000	41,000
252	Ads and Legal Notices	1,325	11,000	11,000
261	Telephone Charges	65	-	-
263	Postage	-	24,725	24,725
264	Printing Copying and Binding	-	16,000	16,000
269	Other Services and Charges	-	-	100,000
	Subtotal	*66,618*	*92,985*	*192,982*
	SERVICE TOTAL	**$ 99,518**	**$ 128,006**	**$ 231,716**

Human Resources

Overview

	2023 Actual	2024 Budget	2025 Budget
Personal Services	1,350,693	1,600,455	1,823,726
Operating and Maintenance	428,928	352,943	393,536
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	**$ 1,779,621**	**$ 1,953,398**	**$ 2,217,262**

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; performance management guidance; benefit administration; Citywide supervisory, diversity and other in-house training and development; manager training and development; compilation of employment data for various reporting parties; maintenance of all employee personnel files and records; 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; management and oversight of internship workforce development programs; bilingual employee program coordination and the provision of excellent customer service to employees and to the community.

Goals:

- Responsible internal operations and governance

Human Resources

Budgeted Positions

Budgeted Positions:	2023 Budget	2024 Budget	2025 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	1.000	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	1.000	1.000	0.000
Human Resources Administrator	1.000	1.000	1.000
Administrative Assistant	2.000	2.000	3.000
Total	**12.000**	**12.000**	**12.000**

Budget Detail - Human Resources

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	1,014,867	1,189,635	1,345,441
112	Temporary Wages	3,392	626	12,626
121	Overtime Wages	224	300	300
126	RHS Plan	5,755	4,800	4,800
128	FICA	210	39	783
129	Medicare Contribution	12,666	17,259	19,695
131	MOPC	50,235	59,481	67,271
132	Employee Insurance	125,681	164,514	194,741
133	GERP Retirement	96,950	111,828	126,470
135	Compensation Insurance	2,772	3,119	3,199
136	Unemployment Insurance	351	454	-
137	Staff Training and Conference	7,425	13,000	13,000
138	Tuition Reimbursement	29,954	35,000	35,000
142	Food Allowance	211	400	400
	Subtotal	*1,350,693*	*1,600,455*	*1,823,726*
Operating and Maintenance				
210	Supplies	11,216	9,070	9,070
215	Audiovisual Materials	2,323	1,500	1,500
216	Reference Books and Materials	199	1,500	1,500
217	Dues and Subscriptions	6,744	26,863	28,963
218	NonCapital Equip and Furniture	1,840	1,600	1,600
240	Repair and Maintenance	1,230	3,773	3,773
245	Mileage Allowance	93	500	500
246	Liability Insurance	3,340	4,290	4,213
249	Operating Leases and Rentals	31	-	-
250	Prof and Contracted Services	355,211	236,350	263,430
252	Advertising and Legal Notices	34,956	40,497	43,587
253	Software	-	-	400
263	Postage	1,370	3,000	3,000
264	Printing Copying and Binding	1,154	5,000	5,000
269	Other Services and Charges	9,223	19,000	27,000
	Subtotal	*428,928*	*352,943*	*393,536*
	SERVICE TOTAL	**$ 1,779,621**	**$ 1,953,398**	**$ 2,217,262**

Enterprise Technology Services

Overview

	2023 Actual	2024 Budget	2025 Budget
Personal Services	2,591,978	3,311,707	3,388,006
Operating and Maintenance	1,679,585	2,573,228	2,008,614
Non-Operating	-	-	-
Capital	184,122	-	55,000
TOTAL	**$ 4,455,685**	**$ 5,884,935**	**$ 5,451,620**

Enterprise Technology Services is responsible for providing support and management for the following:

Network Infrastructure, Telecom Infrastructure, Application and Desktop support. This infrastructure includes the VMWare virtual environment that provides computing hardware and software resources to support the applications that every business unit across the organization utilizes in order to provide their services to the citizens of Longmont. Collaboration and communication tools such as Office 365 and corresponding applications. The ETS division is responsible for the procuring, implementation and lifecycle management of the systems utilized by all City departments. This includes hardware, software and licensing specific to City Wide Systems.

Goal:

- Responsible internal operations and governance

Enterprise Technology Services - Operations

This service is responsible for the ongoing 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, Commvault 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.

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

Enterprise Technology Services

Enterprise Technology Services - Applications

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.

Enterprise Technology Services – Security

This service is responsible for designing and architecting the City's security portfolio, documenting and enforcing security protocols for all internal users as well as how external users are allowed to access City services.

Budgeted Positions - Enterprise Technology Services Operations

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
ETS Director	0.700	0.700	0.700
Lead Infrastructure Analyst	1.000	1.000	1.000
Sr Security Analyst	1.000	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	2.000	2.000	3.000
LHA Device Specialist	0.000	0.000	1.000
Administrative Analyst	0.500	0.500	0.500
Device Specialist	2.000	3.000	0.000
Total	**12.200**	**13.200**	**12.200**

Budget Detail - Enterprise Technology Services Operations

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	981,511	1,394,354	1,377,443
112	Temporary Wages	1,154	-	-
121	Overtime Wages	381	200	200
126	RHS Plan	19,270	5,280	4,880
128	FICA	72	-	-
129	Medicare Contribution	12,354	20,217	19,973
131	MOPC	48,677	69,719	68,874
132	Employee Insurance	112,515	193,133	199,643
133	GERP Retirement	112,117	131,070	129,478
135	Compensation Insurance	1,366	1,423	1,470
136	Unemployment Insurance	399	532	-
137	Staff Training and Conferences	2,099	14,000	14,000
	Subtotal	*1,291,914*	*1,829,928*	*1,815,961*
Operating and Maintenance				
210	Supplies	8,117	10,400	10,400
217	Dues and Subscriptions	4,097	1,500	1,500
218	NonCapital Equip and Furniture	249,774	364,865	249,705
225	Freight	180	120	120
240	Repair and Maintenance	1,071,406	1,834,354	322,435
245	Mileage Allowance	216	500	500
246	Liability Insurance	3,426	3,676	3,783
248	Lease Purchase Installment	6,483	1,502	1,502
249	Operating Leases and Rentals	21,645	32,000	32,000
250	Prof and Contracted Services	143,663	178,911	190,911
252	Ads and Legal Notices	364	-	-
253	Software	5,771	-	1,049,919
261	Telephone Charges	111,711	65,941	65,941
264	Printing Copying and Binding	154	-	-
269	Other Services and Charges	77	550	550
273	Fleet Lease Operating and Mtc	1,914	651	1,282
274	Fleet Lease Replacement	5,932	5,932	5,932
	Subtotal	*1,634,931*	*2,500,902*	*1,936,480*
Capital Outlay				
440	Machinery and Equipment	175,372	-	55,000
	Subtotal	*175,372*	*-*	*55,000*
	SERVICE TOTAL	**$ 3,102,218**	**$ 4,330,830**	**$ 3,807,441**

Budgeted Positions - Enterprise Technology Services Applications

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
ETS Director	0.300	0.300	0.300
Lead ERP Technical Functional Analyst	1.000	1.000	1.000
ERP Technical Functional Analyst	2.000	1.000	1.000
Sr Technical Functional Analyst	0.000	1.000	1.000
Lead Systems Integration Analyst	1.000	1.000	1.000
Database Administrator	1.000	0.000	0.000
Sr Database Administrator	0.000	1.000	1.000
GIS Coordinator	1.000	0.000	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	0.000	1.000	1.000
Administrative Analyst	0.500	0.500	0.500
Total	**8.800**	**8.800**	**8.800**

Budget Detail - Enterprise Technology Services Applications

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	1,028,000	1,121,084	1,185,154
112	Temporary Wages	-	9,765	9,765
126	RHS Plan	10,644	3,520	3,520
128	FICA	-	605	605
129	Medicare Contribution	12,894	16,398	17,327
131	MOPC	51,134	56,055	59,259
132	Employee Insurance	104,399	155,348	171,847
133	GERP Retirement	92,129	105,383	111,405
135	Compensation Insurance	568	386	355
136	Unemployment Insurance	296	427	-
137	Staff Training and Conference	-	12,808	12,808
	Subtotal	*1,300,064*	*1,481,779*	*1,572,045*
Operating and Maintenance				
210	Supplies	283	610	610
216	Reference Books and Materials	-	650	650
218	NonCapital Equip and Furniture	21,952	5,600	5,600
240	Repair and Maintenance	1,540	17,890	-
246	Liability Insurance	3,206	2,576	2,384
250	Prof and Contracted Services	17,018	45,000	45,000
253	Software	-	-	17,890
261	Telephone Charges	654	-	-
	Subtotal	*44,653*	*72,326*	*72,134*
Capital Outlay				
440	Machinery and Equipment	8,750	-	-
	Subtotal	*8,750*	-	-
	SERVICE TOTAL	**$ 1,353,467**	**$ 1,554,105**	**$ 1,644,179**

Purchasing and Contracts

Overview

	2023 Actual	2024 Budget	2025 Budget
Personal Services	953,218	1,085,142	1,169,364
Operating and Maintenance	39,777	68,565	54,869
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	**$ 992,994**	**$ 1,153,707**	**$ 1,224,233**

The Purchasing and Contracts service provides oversight and administration for the procurement of construction, goods, and services through centralized and decentralized systems. It facilitates formal competitive 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 contract and solicitation documents. Purchasing and Contracts also administers the City's commercial card program ("P-card"), the disposition of City surplus, and the city-wide cell phone program through Verizon.

These services are provided with consideration to four strategic pillars:

1. Efficient and Fair – the procurement process is efficient, inviting, and transparent.
2. Results-driven – contracted programs, products, and services deliver desired outcomes.
3. Equitable – procurement advances economic mobility for historically marginalized groups and delivers high quality services for all.
4. Strategic – procurement is elevated and resourced as a strategic function.

Goals:

- Responsible internal operations and governance

Purchasing and Contracts

Budgeted Positions

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Purchasing and Contracts Manager	1.000	1.000	1.000
Procurement Specialist	4.000	4.000	4.000
Contract Specialist	1.000	1.000	1.000
Purchasing Card Administrator	1.000	1.000	1.000
Administrative Analyst	1.000	1.000	1.000
Total	**8.000**	**8.000**	**8.000**

Budget Detail - Purchasing and Contracts

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	690,584	786,559	836,802
112	Temporary Wages	50,217	49,243	52,884
126	RHS Plan	4,124	3,200	3,200
128	FICA	3,113	3,053	3,279
129	Medicare Contribution	9,352	12,117	12,900
131	MOPC	34,366	39,328	41,841
132	Employee Insurance	79,347	108,994	121,337
133	GERP Retirement	65,571	73,934	78,658
135	Compensation Insurance	377	264	263
136	Unemployment Insurance	237	300	-
137	Staff Training and Conference	15,929	8,150	18,200
	Subtotal	*953,218*	*1,085,142*	*1,169,364*
Operating and Maintenance				
210	Supplies	1,186	1,300	2,300
217	Dues and Subscriptions	29,734	40,494	7,725
218	NonCapital Equip and Furniture	3,599	500	500
240	Repair and Maintenance	-	800	500
245	Mileage Allowance	-	500	900
246	Liability Insurance	1,268	1,767	1,762
249	Operating Leases and Rentals	1,840	1,050	1,050
250	Prof and Contracted Services	-	19,750	19,750
252	Advertising and Legal Notices	1,136	1,500	1,500
253	Software	-	-	17,200
261	Telephone Charges	529	504	504
263	Postage	55	100	278
264	Printing Copying and Binding	429	300	900
	Subtotal	*39,777*	*68,565*	*54,869*
	SERVICE TOTAL	**$ 992,994**	**$ 1,153,707**	**$ 1,224,233**

Recovery Office

Overview

	2023 Actual	2024 Budget	2025 Budget
Personal Services	101,543	158,539	136,217
Operating and Maintenance	334	52,031	3,112
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	**$ 101,877**	**$ 210,570**	**$ 139,329**

The Recovery Office is tasked with managing $12.9 million in COVID-19 recovery funding through the American Rescue Plan Act of 2021 (ARPA), complete closure of $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:

- Align all recovery objectives, project activities, and expenditures with ARPA eligibility requirements, and set and monitor all budgets and expenses for the overall fund and each project
- 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 de-obligation potential through precise recordkeeping, documentation and audit preparation
- Facilitate final closeout of all 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
- Integrate with the Office of Emergency Management (OEM) for planning activities, hazard monitoring, and preparation to field the next declared disaster
- Manage all records related to disaster recovery funding operations, including retention periods and disposal of obsolete records

Goals:

- Manage all projects for use of recovery funding in alignment with fund requirements
- Track project activities and costs to create clean audits with as few findings and recommendations as possible
- Facilitate all final FEMA closeout actions for final archive, including adjustments or appeals to any funding adjustments post-closeout
- Maintain relationships with neighboring local, State, and Federal disaster recovery managers and offices to prepare for future disasters
- Facilitate recovery planning to integrate written plans into the City to capture best practices from prior recovery operations
- Responsible internal operations and governance for all FEMA and COVID-19 related recovery funds

Recovery Office

Budgeted Positions

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Recovery Officer	0.275	0.275	0.275
Sr Accountant	0.750	0.750	0.750
Administrative Analyst	0.250	0.000	0.000
Total	**1.275**	**1.025**	**1.025**

Budget Detail

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	78,834	100,630	102,623
112	Temporary Wages	2,824	23,706	-
126	RHS Plan	410	410	410
128	FICA	175	1,470	-
129	Medicare Contribution	993	1,803	1,488
131	MOPC	3,929	5,031	5,131
132	Employee Insurance	7,220	13,945	14,880
133	GERP Retirement	7,077	9,459	9,646
135	Compensation Insurance	45	46	39
136	Unemployment Insurance	37	39	-
137	Staff Training and Conference	-	2,000	2,000
	Subtotal	*101,543*	*158,539*	*136,217*
Operating and Maintenance				
210	Supplies	81	1,500	-
218	NonCapital Equip and Furniture	-	1,500	1,500
245	Mileage Allowance	-	500	500
246	Liability Insurance	253	311	262
250	Prof and Contracted Services	-	47,220	-
261	Telephone Charges	-	850	850
263	Postage	-	150	-
	Subtotal	*334*	*52,031*	*3,112*
	SERVICE TOTAL	**$ 101,877**	**$ 210,570**	**$ 139,329**

Communications

Overview

	2023 Actual	2024 Budget	2025 Budget
Personal Services	629,923	923,114	911,468
Operating and Maintenance	171,451	228,795	239,282
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	**$ 801,374**	**$ 1,151,909**	**$ 1,150,750**

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.

Goals:

- Responsible internal operations and governance

Communications

Budgeted Positions

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Communications and Engagement Director	1.000	1.000	1.000
Assistant Communications and Engagement Director	0.000	0.090	0.090
Public Information Officer	0.500	1.000	1.000
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	0.350	0.805	0.805
Communications and Marketing Specialist	1.000	2.000	2.000
Total	**4.180**	**6.225**	**6.225**

Budget Detail - Communications

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	485,886	680,512	691,538
112	Temporary Wages	-	25,000	-
126	RHS Plan	9,746	2,490	2,490
128	FICA	-	4,626	-
129	Medicare Contribution	6,107	10,950	10,027
131	MOPC	23,760	34,025	34,577
132	Employee Insurance	48,298	93,966	100,271
133	GERP Retirement	51,328	63,969	65,006
135	Compensation Insurance	-	-	244
136	Unemployment Insurance	185	261	-
137	Staff Training and Conference	4,504	7,315	7,315
142	Food Allowance	109	-	-
	Subtotal	*629,923*	*923,114*	*911,468*
Operating and Maintenance				
210	Supplies	10,163	-	-
217	Dues and Subscriptions	82,379	1,100	1,100
218	NonCapital Equip and Furniture	318	-	-
246	Liability Insurance	-	-	1,487
250	Prof and Contracted Services	19,521	138,059	22,300
252	Ads and Legal Notices	18,237	22,630	22,630
253	Software	-	9,800	135,559
261	Telephone Charges	817	1,800	1,800
263	Postage	-	250	250
264	Printing Copying and Binding	40,018	55,156	54,156
	Subtotal	*171,451*	*228,795*	*239,282*
	SERVICE TOTAL	**$ 801,374**	**$ 1,151,909**	**$ 1,150,750**

Community and Neighborhood Resources and Equity

Overview

	2023 Actual	2024 Budget	2025 Budget
Personal Services	671,945	789,931	821,440
Operating and Maintenance	91,758	71,916	71,877
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	**$ 763,703**	**$ 861,847**	**$ 893,317**

This service includes Neighborhood Resources, Community Relations & Mediation Services, Social Equity Community Engagement, and Longmont Multicultural Action Program.

- Neighborhood Resources Services works with neighbors and neighborhoods to create sustainable and resilient neighborhoods by fostering 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 coordinates the Neighborhood Group Leaders Association and administers funding for the Neighborhood Improvement, Neighborhood Activities and Discover Neighbors grant programs.
- Community Relations Services- provides mediation, facilitation, and problem-solving services to assist in resolving conflict and disputes involving landlords and tenants, neighbors to neighbor issues, neighborhood or community wide issues, HOA concerns, youth violence, racial and cross-cultural issues. Facilitation for nonprofit agencies, community groups, and the City of Longmont as appropriate. Provides information and referral services for resources, system navigation, civil rights, wage theft, fair housing, schools, and police.
- Social Equity provides services in two areas internal coordinates the City's equity team, sub-teams, and organizational equity training. Provides consultation and strategic equity development for various divisions, staff, and leadership. Embedding equity across the organization, fostering equitable and accessible services, programs, and engagement for all in our community.
- Manages the Longmont Multicultural Action Program (LMAC) a City Council–initiated effort that inspires Longmont residents to take individual and collective action to promote cultural understanding, inclusion, and involvement. LMAC was created specifically to address diversity-related issues in Longmont, with the goal of maintaining a welcoming community where *everyone belongs*.
- Focused on three main topic areas— *Explore, Learn, Lead*—LMAC creates engaging opportunities for residents to learn about and celebrate the many different cultures represented in our community. LMAC's important work helps cultivate stronger connections that bridge relationships between community members from diverse cultures.
- Community Engagement provides services to educate, integrate, and provide guidance on the City's community engagement model across the organization. Guidance for departments to plan out community engagement and communications for various projects which may include facilitating at community meetings. Facilitate skill development regarding community engagement that is equitable, accessible, and meaningful. Provide guidance on communication techniques to enhance equitable and authentic communication with diverse neighborhoods and diverse communities within Longmont.

Goals:

- A safe, healthy and adaptable community
- Housing, services, amenities and opportunities for all
- Livable centers, corridors and neighborhoods

Community and Neighborhood Resources and Equity

Budgeted Positions

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Community and Neighborhood Resources Director	1.000	1.000	1.000
Community Relations Specialist	2.000	2.000	2.000
Neighborhood Resource Coordinator	0.650	0.650	0.650
Neighborhood Resource Specialist	1.000	1.000	1.000
Social Equity Coordinator	0.650	0.650	0.650
Administrative Assistant	1.000	1.000	1.000
Total	**6.300**	**6.300**	**6.300**

Budget Detail

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	512,801	571,283	592,753
112	Temporary Wages	-	1,930	1,930
126	RHS Plan	2,257	2,520	2,520
128	FICA	-	120	120
129	Medicare Contribution	6,466	8,313	8,623
131	MOPC	25,601	28,564	29,637
132	Employee Insurance	63,365	77,698	84,558
133	GERP Retirement	48,204	53,701	55,719
135	Compensation Insurance	428	187	180
136	Unemployment Insurance	174	215	-
137	Staff Training and Conference	10,943	42,800	42,800
142	Food Allowance	1,706	2,600	2,600
	Subtotal	*671,945*	*789,931*	*821,440*
Operating and Maintenance				
210	Supplies	5,241	24,800	5,400
216	Reference Books and Materials	-	1,300	1,300
217	Dues and Subscriptions	1,639	1,100	1,100
218	NonCapital Equip and Furniture	5,559	598	598
240	Repair and Maintenance	-	300	300
245	Mileage Allowance	-	1,611	1,611
246	Liability Insurance	1,845	1,247	1,208
249	Operating Leases and Rentals	2,999	4,765	4,765
250	Prof and Contracted Services	33,723	3,700	3,700
252	Ads and Legal Notices	133	332	332
263	Postage	249	2,915	2,915
264	Printing Copying and Binding	2,017	4,248	4,248
269	Other Services and Charges	38,354	25,000	44,400
	Subtotal	*91,758*	*71,916*	*71,877*
	SERVICE TOTAL	**$ 763,703**	**$ 861,847**	**$ 893,317**

Strategic Integration

Overview

	2023 Actual	2024 Budget	2025 Budget
Personal Services	555,531	687,231	722,253
Operating and Maintenance	674,712	892,852	852,635
Non-Operating	95,240	120,240	120,240
Capital	-	-	-
TOTAL	**$ 1,325,483**	**$ 1,700,323**	**$ 1,695,128**

Strategic Integration Executive Director

Strategic Integration Administration is responsible for developing departmental policies and procedures and assuring effective delivery of the services provided by the department, including the development of adequate rates, preparation and monitoring of the annual budget, and effective supervision of personnel. This budget service also includes the Project Management Office. New in 2024, the Project Management Office (PMO) provides support for formal and informal project managers throughout the organization. This is accomplished through establishing project management standards, publishing internal project dashboards, and providing templates for use throughout the organization.

Goals:

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

Air Quality/Oil and Gas

This service tracks, monitors, and negotiates oil and gas easements and leases, audits oil and gas royalties, oversees the plugging, abandonment , and reclamation of retired wells and coordinates air and water quality monitoring. This service supports air quality goals associated with the Sustainability Plan, which can be found at indicators.longmontcolorado.gov.

Business Enablement/Rates and Finance

The Business Enablement division provides business support in the areas of rates & finance, technology, and customer service/administrative support to the Electric, Water & Waste, Public Works, and NextLight departments.

Business Enablement/Technical Services

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

Business Enablement/Customer Service and Administration

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.

Data and Analytics

Data & Analytics offers data quality, management, analysis, and dashboard development services to City departments. The team supports all aspects of data work, from data governance discussions on policy and best practice development, through to process analysis and improvements, and data ecosystem planning. Current goals include design, implementation, and initial use cases of a new enterprise data lake to serve advanced analytics needs.

Geospatial Data and Analysis

This service provides GIS/mapping and related support services. This includes maintaining and updating GIS and maps, surveying services, and technical support for development and capital improvement programs for all City services.

Utility Billing

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.

Mail Delivery

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.

Budgeted Positions - Strategic Integration Executive Director

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Executive Director of Strategic Integration	0.086	0.086	0.086
Project Management Office Manager	0.000	0.250	0.250
Project Management Office Administrative Analyst	0.000	0.250	0.250
Total	**0.086**	**0.586**	**0.586**

Budget Detail - Strategic Integration Executive Director

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	14,690	64,809	75,726
126	RHS Plan	166	234	234
129	Medicare Contribution	178	940	1,098
131	MOPC	735	3,241	3,786
132	Employee Insurance	1,861	8,981	10,980
133	GERP Retirement	1,347	6,093	7,119
135	Compensation Insurance	54	5	20
136	Unemployment Insurance	5	14	-
137	Staff Training and Conference	-	6,890	6,066
142	Food Allowance	3	-	-
	Subtotal	*19,039*	*91,207*	*105,029*
Operating and Maintenance				
210	Supplies	6	690	-
217	Dues and Subscriptions	14	-	-
218	NonCapital Equip and Furniture	22	2,926	-
246	Liability Insurance	345	34	137
250	Prof and Contracted Services	10,000	20,000	20,000
273	Fleet Lease Operating and Mtc	803	-	-
274	Fleet Lease Replacement	1,583	-	-
	Subtotal	*12,772*	*23,650*	*20,137*
Non-Operating Expense				
970	Transfers to Other Funds	95,240	120,240	120,240
	Subtotal	*95,240*	*120,240*	*120,240*
	SERVICE TOTAL	**$ 127,051**	**$ 235,097**	**$ 245,406**

Budgeted Positions - Air Quality/Oil and Gas

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Air Quality Oil and Gas Coordinator	1.000	1.000	1.000
Total	**1.000**	**1.000**	**1.000**

Budget Detail - Air Quality/Oil and Gas

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	161,201	130,146	148,530
126	RHS Plan	480	400	400
129	Medicare Contribution	2,024	1,887	2,154
131	MOPC	8,020	6,507	7,427
132	Employee Insurance	9,836	18,034	21,537
133	GERP Retirement	15,243	12,234	13,962
135	Compensation Insurance	340	54	41
136	Unemployment Insurance	51	50	-
137	Staff Training and Conference	1,262	3,000	3,000
142	Food Allowance	65	-	-
	Subtotal	*198,522*	*172,312*	*197,051*
Operating and Maintenance				
210	Supplies	246	500	-
217	Dues and Subscriptions	-	500	500
218	NonCapital Equip and Furniture	4,018	-	-
240	Repair and Maintenance	6,756	25,001	25,001
246	Liability Insurance	497	359	274
250	Prof and Contracted Services	606,276	747,557	692,866
253	Software	-	-	500
260	Utilities	4,634	-	5,500
261	Telephone Charges	540	-	-
270	Admin Management Services	7,075	1,806	37,335
273	Fleet Lease Operating and Mtc	-	265	-
	Subtotal	*630,042*	*775,988*	*761,976*
	SERVICE TOTAL	**$ 828,564**	**$ 948,300**	**$ 959,027**

Budgeted Positions - Business Enablement/Rates and Finance

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
PWNR Assistant Director of Business Services	0.078	0.000	0.000
Utility Rate and Analysis Manager	0.000	0.078	0.078
Business Analyst	0.100	0.100	0.000
Total	**0.178**	**0.178**	**0.078**

Budget Detail - Business Enablement/Rates and Finance

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	9,894	20,273	10,735
112	Temporary Wages	7,382	-	-
126	RHS Plan	31	71	31
128	FICA	453	-	-
129	Medicare Contribution	224	294	156
131	MOPC	482	1,014	537
132	Employee Insurance	1,198	2,810	1,557
133	GERP Retirement	2,129	1,906	1,009
135	Compensation Insurance	-	7	6
136	Unemployment Insurance	7	8	-
137	Staff Training and Conference	6	620	620
142	Food Allowance	1	-	-
	Subtotal	*21,807*	*27,003*	*14,651*
Operating and Maintenance				
218	NonCapital Equip and Furniture	415	-	-
246	Liability Insurance	-	48	43
250	Prof and Contracted Services	2,074	-	-
252	Ads and Legal Notices	322	-	-
261	Telephone Charges	2	-	-
273	Fleet Lease Operating and Mtc	-	1,466	1,659
274	Fleet Lease Replacement	-	1,582	1,583
	Subtotal	*2,813*	*3,096*	*3,285*
	SERVICE TOTAL	**$ 24,621**	**$ 30,099**	**$ 17,936**

Budgeted Positions - Business Enablement/Technical Services

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Technical Services Manager	0.150	0.150	0.150
Technical Functional Analyst	0.000	0.150	0.150
Lead Technical Functional Analyst	0.125	0.125	0.125
Engineering and Surveying Technician Supervisor	0.150	0.150	0.150
Sr Engineering Technician	0.150	0.150	0.150
Engineering Technician	0.300	0.300	0.150
Total	**0.875**	**1.025**	**0.875**

Budget Detail - Business Enablement/Technical Services

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	76,168	115,532	108,077
126	RHS Plan	434	410	350
129	Medicare Contribution	953	1,676	1,567
131	MOPC	3,782	5,777	5,405
132	Employee Insurance	11,176	16,141	15,585
133	GERP Retirement	7,926	10,859	10,158
135	Compensation Insurance	732	30	36
136	Unemployment Insurance	29	45	-
137	Staff Training and Conference	-	970	970
	Subtotal	*101,200*	*151,440*	*142,148*
Operating and Maintenance				
210	Supplies	50	1,270	1,060
218	NonCapital Equip and Furniture	20	424	424
240	Repair and Maintenance	15,660	17,050	350
246	Liability Insurance	321	200	243
250	Prof and Contracted Services	-	1,500	1,500
253	Software	-	-	18,880
273	Fleet Lease Operating and Mtc	1,568	2,031	3,083
274	Fleet Lease Replacement	2,714	2,715	1,818
	Subtotal	*20,333*	*25,190*	*27,358*
	SERVICE TOTAL	**$ 121,534**	**$ 176,630**	**$ 169,506**

Budgeted Positions - Business Enablement/Customer Service and Administration

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Customer Service and Administration Manager	0.050	0.050	0.050
Customer Service Representative	0.100	0.100	0.100
Sr Customer Service Representative	0.100	0.100	0.100
Executive Assistant	0.100	0.100	0.100
Total	**0.350**	**0.350**	**0.350**

Budget Detail - Business Enablement/Customer Service and Administration

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	22,119	24,568	30,024
121	Overtime	644	-	-
126	RHS Plan	143	140	140
129	Medicare Contribution	290	355	435
131	MOPC	1,096	1,229	1,502
132	Employee Insurance	1,803	3,346	3,744
133	GERP Retirement	2,074	2,309	2,823
135	Compensation Insurance	-	15	8
136	Unemployment Insurance	7	9	-
137	Staff Training and Conference	364	620	620
	Subtotal	*28,540*	*32,591*	*39,296*
Operating and Maintenance				
210	Supplies	21	-	-
218	NonCapital Equip and Furniture	35	-	-
246	Liability Insurance	-	101	52
	Subtotal	*55*	*101*	*52*
	SERVICE TOTAL	**$ 28,595**	**$ 32,692**	**$ 39,348**

Budgeted Positions - Data and Analytics

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

Budget Detail - Data and Analytics

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	28,447	56,285	61,777
112	Temporary Wages	4,429	-	-
126	RHS Plan	-	200	200
128	FICA	275	-	-
129	Medicare Contribution	387	816	896
131	MOPC	1,422	2,814	3,089
132	Employee Insurance	7,192	7,799	8,610
133	GERP Retirement	4,315	5,291	5,807
135	Compensation Insurance	-	20	18
136	Unemployment Insurance	16	22	-
137	Staff Training and Conference	2,645	900	1,750
	Subtotal	*49,127*	*74,147*	*82,147*
Operating and Maintenance				
210	Supplies	1,463	-	-
218	NonCapital Equip and Furniture	1,727	-	-
240	Repair and Maintenance	-	450	-
246	Liability Insurance	-	134	119
250	Prof and Contracted Services	79	51,600	-
253	Software	-	-	26,931
	Subtotal	*3,269*	*52,184*	*27,050*
	SERVICE TOTAL	**$ 52,395**	**$ 126,331**	**$ 109,197**

Budgeted Positions - Geospatial Data

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Geospatial Data and Analysis Manager	0.000	0.150	0.150
Lead GIS Analyst	0.150	0.000	0.000
Sr GIS Analyst	0.150	0.150	0.150
GIS Coordinator	0.000	0.150	0.150
Sr GIS Mapping Technician	0.150	0.600	0.450
Total	**0.450**	**1.050**	**0.900**

Budget Detail - Geospatial Data

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	108,914	104,976	107,082
121	Overtime	-	250	250
126	RHS Plan	460	420	420
129	Medicare Contribution	1,381	1,521	1,553
131	MOPC	5,433	5,248	5,353
132	Employee Insurance	10,642	14,545	15,524
133	GERP Retirement	10,355	9,869	10,066
135	Compensation Insurance	-	13	33
136	Unemployment Insurance	37	39	-
137	Staff Training and Conference	73	1,650	1,650
	Subtotal	*137,296*	*138,531*	*141,931*
Operating and Maintenance				
210	Supplies	77	300	300
216	Reference Books and Materials	14	15	15
217	Dues and Subscriptions	-	248	248
218	NonCapital Equip and Furniture	-	270	270
240	Repair and Maintenance	4,824	5,796	97
246	Liability Insurance	-	88	222
250	Prof and Contracted Services	513	5,851	5,851
253	Software	-	-	5,699
264	Printing Copying and Binding	-	75	75
	Subtotal	*5,428*	*12,643*	*12,777*
	SERVICE TOTAL	**$ 142,724**	**$ 151,174**	**$ 154,708**

Budgeted Positions - Utility Billing

Budgeted Positions:	2023 Budget	2024 Budget	2025 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	1.000	1.000
Sr Customer Service Representative	2.000	1.000	1.000
Customer Service Representative	7.870	7.870	8.370
Billing Specialist	2.000	2.000	2.000
Total	**13.850**	**13.850**	**14.350**

Budget Detail - Utility Billing

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	856,943	950,713	997,788
121	Overtime Wages	78	2,000	2,000
126	RHS Plan	3,992	5,540	5,740
129	Medicare Contribution	10,646	13,788	14,467
131	MOPC	42,675	47,534	49,888
132	Employee Insurance	130,269	130,744	142,850
133	GERP Retirement	79,560	89,366	93,791
135	Compensation Insurance	317	354	299
136	Unemployment Insurance	287	361	-
137	Staff Training and Conferences	-	1,500	1,500
	Subtotal	*1,124,767*	*1,241,900*	*1,308,323*
Operating and Maintenance				
210	Supplies	26,245	39,250	45,000
218	NonCapital Equip and Furniture	1,741	1,000	2,500
240	Repair and Maintenance	352,885	553,676	14,134
246	Liability Insurance	1,570	2,646	2,541
250	Prof and Contracted Services	430,752	538,605	624,937
253	Software	-	-	553,284
263	Postage	259,169	262,700	391,125
264	Printing and Copying	1,143	-	-
269	Other Services and Charges	1,795	1,000	3,250
	Subtotal	*1,075,299*	*1,398,877*	*1,636,771*
	SERVICE TOTAL	**$ 2,200,066**	**$ 2,640,777**	**$ 2,945,094**

Budgeted Positions - Mail Delivery

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Utility Billing Manager	0.020	0.020	0.020
Mail Room Clerk	1.000	1.000	0.000
Customer Service Representative	0.130	0.130	0.630
Total	**1.150**	**1.150**	**0.650**

Budget Detail - Mail Delivery

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	54,164	56,597	42,135
121	Overtime Wages	-	100	100
126	RHS Plan	797	460	260
129	Medicare Contribution	654	821	611
131	MOPC	2,694	2,830	2,107
132	Employee Insurance	8,077	7,842	5,849
133	GERP Retirement	4,853	5,320	3,960
135	Compensation Insurance	17	19	18
136	Unemployment Insurance	18	22	-
141	Uniforms Protective Clothing	195	300	300
	Subtotal	*71,469*	*74,311*	*55,340*
Operating and Maintenance				
210	Supplies	-	2,500	2,500
240	Repair and Maintenance	1,115	2,500	2,500
246	Liability Insurance	511	576	322
249	Operating Leases and Rentals	(28)	1,100	1,100
263	Postage	267	-	-
273	Fleet Lease Operating and Mtc	1,959	3,903	4,785
274	Fleet Lease Replacement	4,388	4,388	2,507
	Subtotal	*8,212*	*14,967*	*13,714*
Capital Outlay				
440	Machinery and Equipment	18,203	-	-
	Subtotal	*18,203*	-	-
	SERVICE TOTAL	**$ 97,884**	**$ 89,278**	**$ 69,054**

Finance

Overview

	2023 Actual	2024 Budget	2025 Budget
Personal Services	4,587,622	5,085,405	5,334,045
Operating and Maintenance	1,992,825	2,539,040	2,752,079
Non-Operating	-	-	-
Capital	18,203	-	-
TOTAL	**$ 6,598,650**	**$ 7,624,445**	**$ 8,086,124**

The Finance Department includes Finance Administration, Accounting, Budget and Fiscal Analysis, Sales Tax and Risk Management.

Goals:

- Responsible internal operations and governance
- Housing, services, amenities and opportunities for all
- Livable centers, corridors and neighborhoods
- Job growth and economic vitality through innovation and collaboration

Finance Administration

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 some support services, including Sales Tax, Treasury, Accounting, Budget, and Risk Management and Safety. The Finance Department serves the public regarding payments for utility bills, parking tickets, accounts payable, sales and use taxes, and municipal bonds. It also is responsible for administering the City's defined benefit and defined contribution pension plans and management of the City's investment portfolio.

Sales Tax

This service administers and enforces the City's sales tax codes by prescribing proper means 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.

Accounting

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.

Treasury

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.

Information Desk

The Information Desk is the main contact for citizen inquiries. It handles all incoming calls to the City's main phone lines.

Finance

Budget and Fiscal Analysis

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.

Risk Management

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.

Safety

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.

Wellness

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, presenteeism, and lifestyle related health benefits and workers' compensation costs. Wellness activities include blood chemistry analysis, employee education, ameliorating health-related challenges, incentives, recognition and benchmarking and reporting of results.

Budgeted Positions - Finance Administration

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Chief Financial Officer	1.000	1.000	1.000
Sr Financial Analyst	1.000	0.500	1.000
Total	**2.000**	**1.500**	**2.000**

Budget Detail - Finance Administration

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	286,195	272,728	356,131
112	Temporary Wages	447	-	-
126	RHS Plan	2,499	600	800
128	FICA	28	-	-
129	Medicare Contribution	938	791	5,145
131	MOPC	14,148	13,572	17,742
132	Employee Insurance	31,864	37,612	51,451
133	GERP Retirement	26,788	25,514	33,354
135	Compensation Insurance	93	102	86
136	Unemployment Insurance	91	104	-
137	Staff Training and Conference	3,434	9,000	9,000
	Subtotal	*366,525*	*360,023*	*473,709*
Operating and Maintenance				
210	Supplies	1,839	2,170	2,170
216	Reference Books and Materials	-	50	50
217	Dues and Subscriptions	467	1,254	1,254
218	NonCapital Equip and Furniture	5,878	150	150
240	Repair and Maintenance	1,491	3,000	3,000
245	Mileage Allowance	2,406	2,400	2,400
246	Liability Insurance	923	1,148	1,051
249	Operating Leases and Rentals	1,967	2,050	2,050
250	Prof and Contracted Services	84,788	90,000	90,000
252	Ads and Legal Notices	150	-	-
263	Postage	1	60	60
269	Other Services and Charges	2,075	500	500
273	Fleet Lease Operating and Mtc	4,582	1,087	899
274	Fleet Lease Replacement	10,318	10,318	10,317
	Subtotal	*116,885*	*114,187*	*113,901*
	SERVICE TOTAL	**$ 483,410**	**$ 474,210**	**$ 587,610**

Budgeted Positions - Sales Tax

Budgeted Positions:	2023 Budget	2024 Budget	2025 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**

Budget Detail - Sales Tax

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	233,370	249,932	259,412
112	Temporary Wages	11,309	15,960	15,960
121	Overtime Wages	29	115	115
126	RHS Plan	1,386	1,200	1,200
128	FICA	703	990	990
129	Medicare Contribution	3,103	3,855	3,993
131	MOPC	11,572	12,496	12,970
132	Employee Insurance	20,900	34,633	37,614
133	GERP Retirement	21,054	23,494	24,385
135	Compensation Insurance	84	86	84
136	Unemployment Insurance	77	96	-
137	Staff Training and Conference	856	1,500	1,500
	Subtotal	*304,443*	*344,357*	*358,223*
Operating and Maintenance				
210	Supplies	1,658	2,313	2,313
217	Dues and Subscriptions	81	135	135
218	NonCapital Equip and Furniture	315	500	500
240	Repair and Maintenance	92,909	97,170	-
246	Liability Insurance	476	573	561
250	Prof and Contracted Services	127,553	240,000	200,000
253	Software	-	-	91,970
263	Postage	2,040	3,953	3,953
264	Printing Copying and Binding	133	-	-
269	Other Services and Charges	180	-	-
	Subtotal	*225,346*	*344,644*	*299,432*
	SERVICE TOTAL	**$ 529,788**	**$ 689,001**	**$ 657,655**

Budgeted Positions—Accounting

Budgeted Positions:	2023 Budget	2024 Budget	2025 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	0.000
Accountant	2.000	2.000	3.000
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**

Budget Detail - Accounting

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	942,775	1,010,480	1,030,489
112	Temporary Wages	24,629	38,298	38,298
121	Overtime Wages	71	465	465
126	RHS Plan	5,448	4,400	4,400
128	FICA	1,527	2,374	2,374
129	Medicare Contribution	11,987	15,208	15,499
131	MOPC	47,022	50,522	51,523
132	Employee Insurance	132,680	140,021	149,420
133	GERP Retirement	85,880	94,984	96,866
135	Compensation Insurance	320	341	154
136	Unemployment Insurance	313	387	-
137	Staff Training and Conference	1,683	4,500	4,500
	Subtotal	*1,254,334*	*1,361,980*	*1,393,988*
Operating and Maintenance				
210	Supplies	5,602	5,865	5,865
216	Reference Books and Materials	78	100	100
217	Dues and Subscriptions	9,316	575	575
218	NonCapital Equip and Furniture	2,603	1,200	1,200
240	Repair and Maintenance	221,870	255,924	32,201
246	Liability Insurance	1,803	2,278	2,212
250	Prof and Contracted Services	-	53,090	32,765
251	Auditing	87,215	85,100	107,925
253	Software	-	-	234,190
261	Telephone Charges	448	-	-
263	Postage	8,832	8,654	11,657
264	Printing Copying and Binding	-	350	350
269	Other Services and Charges	1,211	850	850
	Subtotal	*338,979*	*413,986*	*429,890*
	SERVICE TOTAL	**$ 1,593,313**	**$ 1,775,966**	**$ 1,823,878**

Budgeted Positions - Treasury

Budgeted Positions:	2023 Budget	2024 Budget	2025 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**

Budget Detail - Treasury

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	166,391	195,241	205,499
112	Temporary Wages	19,041	26,016	26,016
121	Overtime Wages	85	300	300
126	RHS Plan	1,738	1,160	1,160
128	FICA	1,186	1,613	1,613
129	Medicare Contribution	2,397	3,208	3,358
131	MOPC	8,228	9,763	10,275
132	Employee Insurance	22,539	26,390	29,101
133	GERP Retirement	15,837	18,353	19,318
135	Compensation Insurance	3,026	3,374	3,414
136	Unemployment Insurance	57	72	-
137	Staff Training and Conference	-	400	400
	Subtotal	*240,526*	*285,890*	*300,454*
Operating and Maintenance				
210	Supplies	3,056	3,265	3,265
218	NonCapital Equip and Furniture	-	100	100
240	Repair and Maintenance	11,869	11,210	10
246	Liability Insurance	381	459	467
250	Prof and Contracted Services	79,621	100,000	100,000
253	Software	-	-	11,200
263	Postage	85	-	-
	Subtotal	*95,012*	*115,034*	*115,042*
	SERVICE TOTAL	**$ 335,538**	**$ 400,924**	**$ 415,496**

Budgeted Positions - Information Desk

Budgeted Positions:	2023 Budget	2024 Budget	2025 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**

Budget Detail - Information Desk

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	53,236	56,740	56,908
112	Temporary Wages	-	7,165	7,165
126	RHS Plan	504	440	440
128	FICA	-	444	444
129	Medicare Contribution	609	927	930
131	MOPC	2,655	2,837	2,846
132	Employee Insurance	7,956	7,862	8,251
133	GERP Retirement	4,788	5,334	5,349
135	Compensation Insurance	21	21	246
136	Unemployment Insurance	18	21	-
	Subtotal	*69,787*	*81,791*	*82,579*
Operating and Maintenance				
210	Supplies	-	300	300
218	NonCapital Equip and Furniture	-	100	100
246	Liability Insurance	119	139	135
	Subtotal	*119*	*539*	*535*
	SERVICE TOTAL	**$ 69,906**	**$ 82,330**	**$ 83,114**

Budgeted Positions—Budget and Fiscal Analysis

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Budget Manager	1.000	1.000	1.000
Sr Budget Analyst	2.000	2.000	2.000
Sr Financial Analyst	0.000	0.500	0.000
ERP Business Analyst	1.000	1.000	1.000
Total	**4.000**	**4.500**	**4.000**

Budget Detail– Budget and Fiscal Analysis

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	422,033	526,978	511,197
126	RHS Plan	12,944	1,800	1,600
129	Medicare Contribution	5,133	7,642	7,414
131	MOPC	20,662	26,349	25,559
132	Employee Insurance	66,230	73,023	74,123
133	GERP Retirement	41,096	49,537	48,052
135	Compensation Insurance	151	153	166
136	Unemployment Insurance	146	202	-
137	Staff Training and Conference	7,635	9,504	9,504
	Subtotal	*576,029*	*695,188*	*677,615*
Operating and Maintenance				
210	Supplies	80	200	200
217	Dues and Subscriptions	839	645	845
218	NonCapital Equip and Furniture	48	100	100
240	Repair and Maintenance	63	50	-
246	Liability Insurance	850	1,020	1,111
250	Prof and Contracted Services	25,000	25,000	-
252	Ads and Legal Notices	150	-	-
253	Software	-	-	25,050
269	Other Services and Charges	1,185	1,145	1,345
	Subtotal	*28,215*	*28,160*	*28,651*
	SERVICE TOTAL	**$ 604,245**	**$ 723,348**	**$ 706,266**

Budgeted Positions– Risk Management

Budgeted Positions:	2023 Budget	2024 Budget	2025 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	0.960	0.960
Administrative Assistant	0.960	0.000	0.000
Total	**2.870**	**2.870**	**2.870**

Budget Detail - Risk Management

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	265,782	299,094	321,655
126	RHS Plan	2,634	1,148	1,148
129	Medicare Contribution	3,268	4,337	4,665
131	MOPC	13,223	14,955	16,083
132	Employee Insurance	38,218	41,446	46,640
133	GERP Retirement	23,824	28,115	30,236
135	Compensation Insurance	85	89	94
136	Unemployment Insurance	85	114	-
137	Staff Training and Conference	4,924	3,700	3,700
	Subtotal	*352,043*	*392,998*	*424,221*
Operating and Maintenance				
210	Supplies	1,550	2,026	1,276
216	Reference Books and Materials	-	50	50
217	Dues and Subscriptions	485	825	825
218	NonCapital Equip and Furniture	608	550	550
240	Repair and Maintenance	52,303	58,400	9,600
246	Liability Insurance	480	595	631
250	Prof and Contracted Services	3,732	625	625
253	Software	-	-	52,550
261	Telephone Charges	87	-	-
263	Postage	312	1,650	1,650
264	Printing Copying and Binding	526	700	700
	Subtotal	*60,084*	*65,421*	*68,457*
	SERVICE TOTAL	**$ 412,127**	**$ 458,419**	**$ 492,678**

Budgeted Positions - Safety

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Risk Manager	0.220	0.220	0.220
Safety Officer	0.800	0.800	0.800
Risk Analyst	0.000	0.040	0.040
Administrative Assistant	0.040	0.000	0.000
Total	**1.060**	**1.060**	**1.060**

Budget Detail - Safety

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	111,272	121,236	126,225
126	RHS Plan	1,370	424	424
129	Medicare Contribution	1,335	1,758	1,830
131	MOPC	5,511	6,061	6,312
132	Employee Insurance	15,925	16,800	18,303
133	GERP Retirement	9,929	11,396	11,865
135	Compensation Insurance	35	37	38
136	Unemployment Insurance	35	48	-
	Subtotal	*145,411*	*157,760*	*164,997*
Operating and Maintenance				
210	Supplies	170	350	350
215	Audiovisual Materials	1,049	1,250	1,250
216	Reference Books and Materials	319	100	100
217	Dues and Subscriptions	523	449	449
218	NonCapital Equip and Furniture	6,353	6,353	6,353
240	Repair and Maintenance	750	750	750
246	Liability Insurance	386	466	482
247	Safety Expenses	98	200	200
250	Prof and Contracted Services	17,820	19,745	21,959
261	Telephone Charges	349	478	478
263	Postage	-	50	50
273	Fleet Lease Operating and Mtc	-	1,276	1,511
	Subtotal	*27,816*	*31,467*	*33,932*
	SERVICE TOTAL	**$ 173,227**	**$ 189,227**	**$ 198,929**

Finance - Risk Management

Budgeted Positions - Wellness

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Risk Manager	0.070	0.070	0.070
Wellness Coordinator	0.750	0.750	0.750
Total	**0.820**	**0.820**	**0.820**

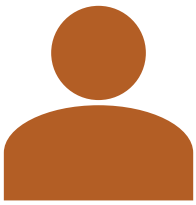
Budget Detail - Wellness

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	64,683	68,293	72,111
126	RHS Plan	409	328	328
129	Medicare Contribution	725	990	1,045
131	MOPC	3,229	3,415	3,606
132	Employee Insurance	7,382	9,464	10,456
133	GERP Retirement	5,817	6,419	6,779
135	Compensation Insurance	22	22	21
136	Unemployment Insurance	21	26	-
142	Food Allowance	-	250	250
	Subtotal	*82,288*	*89,207*	*94,596*
Operating and Maintenance				
210	Supplies	42	400	150
216	Reference Books and Materials	-	50	50
217	Dues and Subscriptions	520	695	695
246	Liability Insurance	122	148	144
250	Prof and Contracted Services	16,174	10,000	10,000
253	Software	-	-	250
264	Printing and Copying	-	140	140
269	Other Services and Charges	-	325	325
	Subtotal	*16,858*	*11,758*	*11,754*
	SERVICE TOTAL	**$ 99,146**	**$ 100,965**	**$ 106,350**

PUBLIC SAFETY

GENERAL FUND:

- Public Safety Chief
- Collaborative Services
- Fire Services
- Police Services



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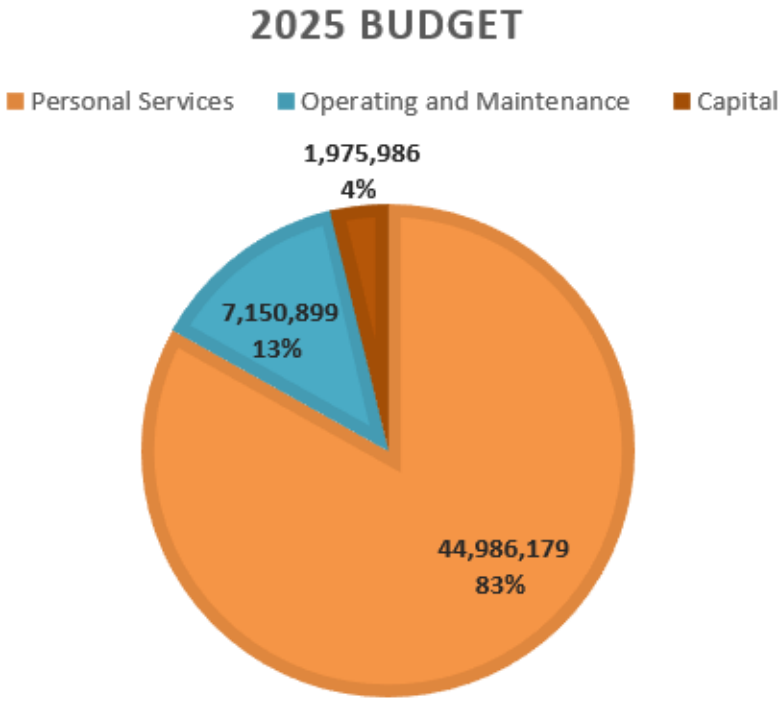

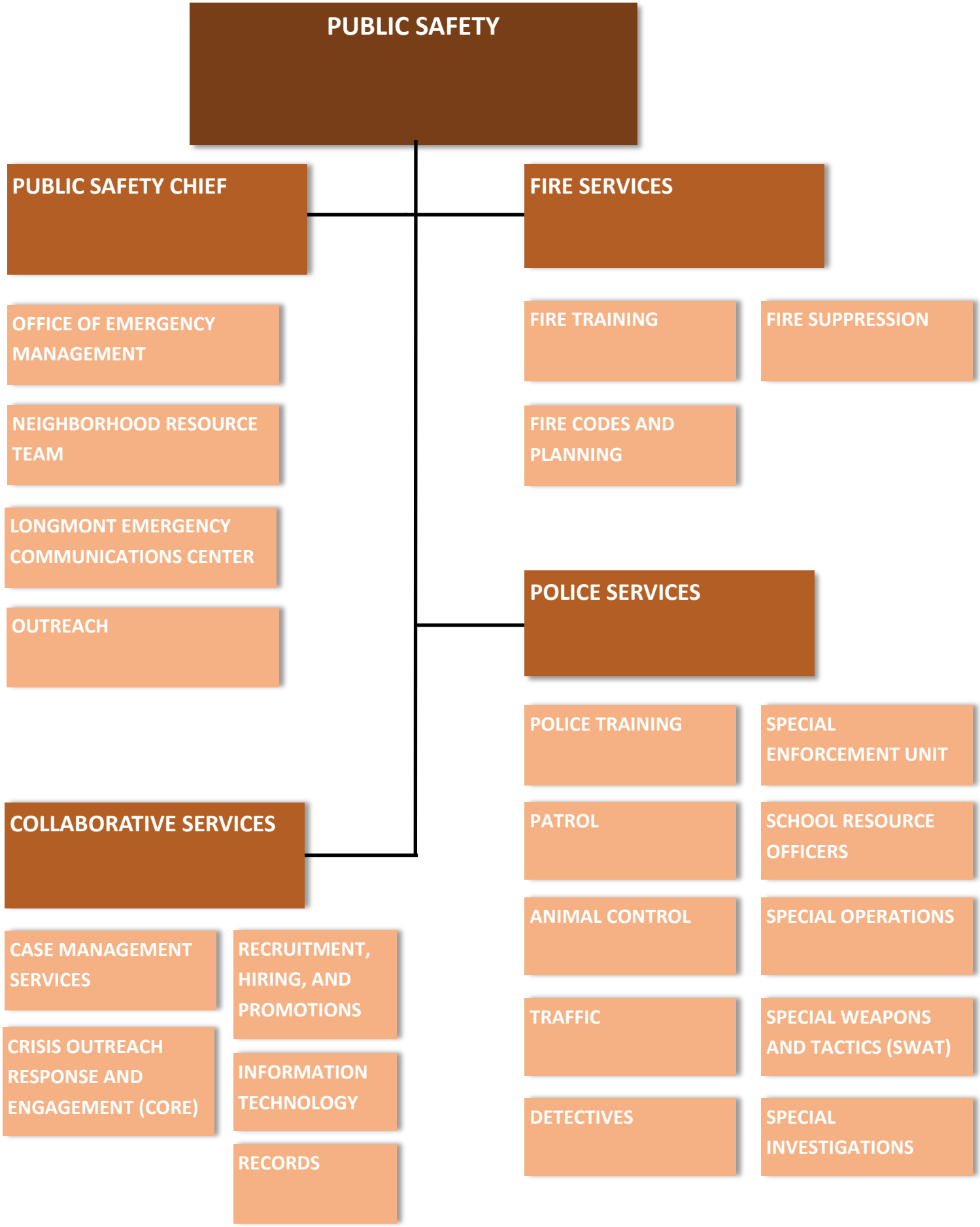
PUBLIC SAFETY
PUBLIC SAFETY CHIEF
OFFICE OF EMERGENCY MANAGEMENT
NEIGHBORHOOD RESOURCE TEAM
LONGMONT EMERGENCY COMMUNICATIONS CENTER
OUTREACH
FIRE SERVICES
FIRE TRAINING
FIRE SUPPRESSION
FIRE CODES AND PLANNING
POLICE SERVICES
POLICE TRAINING
SPECIAL ENFORCEMENT UNIT
PATROL
SCHOOL RESOURCE OFFICERS
ANIMAL CONTROL
SPECIAL OPERATIONS
TRAFFIC
SPECIAL WEAPONS AND TACTICS (SWAT)
DETECTIVES
SPECIAL INVESTIGATIONS
COLLABORATIVE SERVICES
CASE MANAGEMENT SERVICES
CRISIS OUTREACH RESPONSE AND ENGAGEMENT (CORE)
RECRUITMENT, HIRING, AND PROMOTIONS
INFORMATION TECHNOLOGY
RECORDS

Public Safety Overview

Public Safety

Overview

	2023 Actual	2024 Budget	2025 Budget
Personal Services	37,239,052	38,531,375	44,986,179
Operating and Maintenance	6,472,694	7,102,152	7,150,899
Non-Operating	2,250	-	-
Capital	527,271	1,506,150	1,975,986
TOTAL	**$ 44,241,268**	**$ 47,139,677**	**$ 54,113,064**

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

Public Safety Chief

Overview

	2023 Actual	2024 Budget	2025 Budget
Personal Services	3,036,758	3,388,794	3,766,075
Operating and Maintenance	525,337	698,279	589,405
Non-Operating	-	-	-
Capital	-	381,150	300,000
TOTAL	**$ 3,562,095**	**$ 4,468,223**	**$ 4,655,480**

Public Safety Chief Administration

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 three major divisions: Collaborative Services, Fire Services, and Police Services. 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, Collaborative Services Division, Fire Services Division, and Police 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.

Goals:

- Responsible internal operations and governance
- A safe, healthy and adaptable community
- Housing, services, amenities and opportunities for all
- Responsible Stewardship of our Resources
- Livable centers, corridors and neighborhoods

Office of Emergency Management

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.

Neighborhood Resource Team

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.

Public Safety Chief

Longmont Emergency Communications Center

The Longmont Emergency Communications Center (LECC) is a primary service function of the Police Services Division. LECC is the public safety emergency answering point for the City of Longmont. All 9-1-1 phone calls and a myriad other emergency and nonemergency calls are routed to the LECC for processing. Communications specialists prioritize all calls as requests for emergency, urgent, and less critical calls for service. They identify the best resource to resolve each incident and route the information appropriately for the best possible service. The LECC staff provides 24-hour, 365-day-per-year dispatching services for Police, Fire and private ambulance service. At night and on weekends they also provide dispatching services for the Department of Utilities and Public Works. Communications specialists are the first contact for citizens in times of crisis and emergency.

Outreach

Public Safety Outreach is the liaison between department programs and citizen audiences. This unit is instrumental in providing a significant amount of safety and educational programs and presentations to the public either directly or working through other divisions, sections, and units. Safety and educational materials are disseminated via brochures, flyers, classroom and public presentations, and print and social media. Outreach efforts include, but are not limited to, Neighborhood Watch; safety education to schools, businesses, and retirement facilities; the Citizen Police Academy; career fairs; and Safety and Justice Center tours. The Outreach Unit is also responsible for department's volunteer programs. The various Public Safety Volunteer Programs administered out of the Public Safety Outreach Unit include:

- 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

Public Safety Chief

Budgeted Positions - Public Safety Chief Administration

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Chief of Public Safety	1.000	1.000	1.000
Sr Communications and Marketing Manager	0.000	0.000	1.000
Police Sergeant	1.000	1.000	1.000
Public Safety Communications and Marketing Manager	1.000	1.000	0.000
Total	**3.000**	**3.000**	**3.000**

Budget Detail - Public Safety Chief Administration

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	497,509	501,856	529,504
121	Overtime Wages	8,363	15,600	10,302
126	RHS Plan	4,003	2,144	62,082
127	FPPA Death and Disability	2,317	2,419	5,305
129	Medicare Contribution	6,330	7,278	7,678
131	MOPC	17,932	18,373	19,016
132	Employee Insurance	47,739	70,407	76,517
133	GERP Retirement	32,306	34,542	35,751
134	Police and Fire Retirement	19,204	17,441	18,050
135	Compensation Insurance	133	161	163
136	Unemployment Insurance	150	194	-
137	Staff Training and Conference	10,428	7,775	13,775
141	Uniforms Protective Clothing	1,518	1,400	1,400
142	Food Allowance	930	2,548	2,548
	Subtotal	*648,861*	*682,138*	*782,091*
Operating and Maintenance				
210	Supplies	3,109	3,235	3,235
215	Audiovisual Materials	-	100	100
216	Reference Books and Materials	312	200	200
217	Dues and Subscriptions	4,458	3,343	3,343
218	NonCapital Equip and Furniture	435	1,950	1,950
240	Repair and Maintenance	-	1,320	-
246	Liability Insurance	4,213	4,694	4,551
250	Prof and Contracted Services	188,724	249,300	249,300
253	Software	-	-	1,320
261	Telephone Charges	58	-	-
263	Postage	8,381	11,163	11,698
264	Printing Copying and Binding	4,181	2,549	2,549
273	Fleet Lease Operating and Mtc	1,809	72,327	50,062
274	Fleet Lease Replacement	13,770	13,771	-
	Subtotal	*229,449*	*363,952*	*328,308*
Capital Outlay				
432	Vehicles	-	65,000	-
	Subtotal	*-*	*65,000*	*-*
	SERVICE TOTAL	**$ 878,310**	**$ 1,111,090**	**$ 1,110,399**

Budgeted Positions - Office of Emergency Management

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Community Health and Diversion Program Manager	0.000	0.000	0.000
Emergency Management Coordinator	1.000	0.000	0.000
Total	**1.000**	**0.000**	**0.000**

Budget Detail - Office of Emergency Management

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	6,171	-	-
129	Medicare Contribution	74	-	-
131	MOPC	309	-	-
133	GERP Retirement	555	-	-
135	Compensation Insurance	63	-	-
137	Staff Training and Conference	475	2,555	2,555
142	Food Allowance	121	-	-
	Subtotal	*7,767*	*2,555*	*2,555*
Operating and Maintenance				
210	Supplies	907	1,000	1,000
216	Reference Books and Materials	480	500	500
217	Dues and Subscriptions	1,256	4,950	950
218	NonCapital Equip and Furniture	482	2,500	2,500
240	Repair and Maintenance	698	2,000	2,000
245	Mileage Allowance	-	400	400
246	Liability Insurance	2,194	-	-
250	Prof and Contracted Services	34,842	47,780	47,780
253	Software	-	-	4,000
269	Other Services and Charges	8,994	11,934	11,934
273	Fleet Lease Operating and Mtc	5,944	8,194	1,276
274	Fleet Lease Replacement	17,173	30,005	20,610
	Subtotal	*72,970*	*109,263*	*92,950*
	SERVICE TOTAL	**$ 80,738**	**$ 111,818**	**$ 95,505**

Budgeted Positions - Neighborhood Resource Team

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Master Police Officer	2.000	3.000	2.000
Total	**2.000**	**3.000**	**2.000**

Budget Detail - Neighborhood Resource Team

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	207,235	289,535	239,352
121	Overtime Wages	931	25,800	26,961
126	RHS Plan	3,981	2,883	49,489
127	FPPA Death and Disability	3,527	3,866	7,002
129	Medicare Contribution	2,486	4,179	3,470
132	Employee Insurance	30,974	41,791	34,706
134	Police and Fire Retirement	25,978	33,230	27,167
135	Compensation Insurance	-	78	99
136	Unemployment Insurance	68	115	-
137	Staff Training and Conference	1,476	4,000	4,000
141	Uniforms and Protective Clothing	1,420	6,300	1,800
142	Food Allowance	515	500	500
	Subtotal	*278,592*	*412,277*	*394,546*
Operating and Maintenance				
210	Supplies	295	1,000	1,000
218	NonCapital Equip and Furniture	-	7,275	575
246	Liability Insurance	-	523	1,416
247	Safety Expenses	-	1,000	1,000
250	Prof and Contracted Services	137	1,600	1,600
273	Fleet Lease Operating and Mtc	-	1,455	8,220
274	Fleet Lease Replacement	-	10,563	-
	Subtotal	*432*	*23,416*	*13,811*
	SERVICE TOTAL	**$ 279,025**	**$ 435,693**	**$ 408,357**

Budgeted Positions - Emergency Communications Center

Budgeted Positions:	2023 Budget	2024 Budget	2025 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	1.000	1.000	1.000
Total	**21.000**	**21.000**	**21.000**

Budget Detail - Emergency Communications Center

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	1,277,539	1,652,006	1,845,541
121	Overtime Wages	225,964	100,136	129,743
126	RHS Plan	21,721	14,332	16,640
129	Medicare Contribution	18,813	23,450	26,746
131	MOPC	63,118	80,879	92,390
132	Employee Insurance	200,019	231,978	266,998
133	GERP Retirement	141,709	152,048	173,289
135	Compensation Insurance	3,470	3,215	3,261
136	Unemployment Insurance	516	642	-
137	Staff Training and Conference	23,267	20,500	20,500
141	Uniforms and Protective Clothing	350	-	-
142	Food Allowance	392	550	550
	Subtotal	*1,976,877*	*2,279,736*	*2,575,658*
Operating and Maintenance				
210	Supplies	2,827	4,350	4,350
216	Reference Books and Materials	352	250	250
217	Dues and Subscriptions	3,489	6,700	6,700
218	NonCapital Equip and Furniture	5,532	5,100	5,100
240	Repair and Maintenance	15,465	19,400	8,150
245	Mileage Allowance	-	200	200
246	Liability Insurance	3,164	3,845	3,694
250	Prof and Contracted Services	4,515	6,500	6,500
253	Software	-	-	11,250
263	Postage	13	-	-
264	Printing and Copying	83	250	250
269	Other Services and Charges	1,838	2,000	2,000
273	Fleet Lease Operating and Mtc	144,670	126,198	91,631
	Subtotal	*181,948*	*174,793*	*140,075*
Capital Outlay				
440	Machinery and Equipment	-	316,150	300,000
	Subtotal	*-*	*316,150*	*300,000*
	SERVICE TOTAL	**$ 2,158,825**	**$ 2,770,679**	**$ 3,015,733**

Budgeted Positions - Outreach

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Public Safety Outreach Manager	1.000	0.000	0.000
Total	**1.000**	**0.000**	**0.000**

Budget Detail - Outreach

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	90,534	-	-
126	RHS Plan	5,353	-	-
129	Medicare Contribution	1,161	-	-
131	MOPC	4,094	-	-
132	Employee Insurance	11,638	-	-
133	GERP Retirement	7,494	-	-
135	Compensation Insurance	28	863	-
136	Unemployment Insurance	27	-	-
137		601	5,500	5,500
141	Uniforms and Protective Clothing	-	2,200	2,200
142	Food Allowance	3,729	3,525	3,525
	Subtotal	*124,660*	*12,088*	*11,225*
Operating and Maintenance				
210	Supplies	1,923	5,200	5,200
214	Pamphlets and Documents	276	-	-
217	Dues and Subscriptions	412	500	500
218	NonCapital Equip and Furniture	986	2,496	2,496
246	Liability Insurance	359	394	-
250	Professional and Contracted Services	1,400	-	-
264	Printing and Copying	-	450	450
269	Other Services and Charges	380	800	800
273	Fleet Lease Operating and Mtc	14,628	5,298	4,815
274	Fleet Lease Replacement	20,174	11,717	-
	Subtotal	*40,538*	*26,855*	*14,261*
	SERVICE TOTAL	**$ 165,198**	**$ 38,943**	**$ 25,486**

Collaborative Services

Overview

	2023 Actual	2024 Budget	2025 Budget
Personal Services	2,630,685	2,882,072	3,231,374
Operating and Maintenance	751,384	933,811	941,038
Non-Operating	-	-	-
Capital	-	-	20,000
TOTAL	**$ 3,382,069**	**$ 3,815,883**	**$ 4,192,412**

Collaborative Services 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 two sections: Community Services and Internal Services. Community Services includes Case Management Services, the Crisis Outreach Response and Engagement (CORE) Unit, and Victim Services. Internal Services includes Public Safety Recruitment, Hiring, and Promotions (RHP), Public Safety Information and Technology, and Public Safety Records.

Division Goals:

- Responsible Stewardship of our Resources
- Job growth and economic vitality through innovation and collaboration
- Livable centers, corridors and neighborhoods
- Housing, services, amenities and opportunities for all
- A safe, healthy and adaptable community
- A complete, balanced and connected transportation system.

Collaborative Services Administration

Collaborative Services Administration provides operational and administrative support for the areas within the Collaborative Services Division and the Public Safety Department. This support covers various department programs, and the management of department grants, contracts, and intergovernmental agreements.

Additional Goals:

- Ensure the best levels of Public Safety services are available by identifying and securing funding for current and future Public Safety Programs, including Diversion programs (Health and Human Services), Police and Fire Services (Public Safety Services), and OEM Programs (risk minimization to lives and property). Measured by the percentage growth of grant funding.

Case Management Services

Case Management Services is a primary service of the Collaborative Services Division. A team of specially trained peer case managers work to create individualized intervention plans for those referred by police, fire, local hospitals, or Medicaid partners. The collective harm-reduction / person-centered model prioritizes wellness and quality of life for those enrolled, fostering long-term relationships that explicitly avoid judgment or shame. Assistance includes connecting people to mental health care, substance use treatment, and other support services, navigating housing resources, benefit enrollment, employment support, and crisis management.

Case Management Services (continued)

Additional Goals:

- To reduce the number of individuals entering/re-entering the criminal justice system for incidents driven by behavioral health disorders and/or crimes associated with survival/homelessness. Measured by the number of new referrals.
- To improve the health and housing status of diversion program participants while reducing recidivism. Measured by the percentage of diversion program participants with a substance use disorder connected to harm reduction based intensive case management.
- Utilize grant funding to efficiently and effectively support and grow the LEAD and CO-Responder programs responsibly. Measured by the grant funding secured.
- Enhance Public Safety Services to meet the changing needs of the community by offering intensive case management for incidents driven by behavioral health disorders and/or crimes associated with survival/homelessness. Measured by the number of new referrals.
- Address the root causes of incidents driven by behavioral health disorders and/or crimes associated with survival/homelessness to help ensure Longmont is a desirable place to live, work and play individuals. Measure by the number of new referrals.

Crisis Outreach Response and Engagement (CORE)

The Crisis, Outreach, Response and Engagement (CORE) unit is a primary service function of the Collaborative Services Division. This specialized co-responder unit is comprised of specially trained police officers, behavioral health clinicians, and paramedics who respond to behavioral health calls for service and apply their specialized skill sets to provide triage and assessment, de-escalate crisis conditions, manage field clearances, and divert individuals with behavioral health conditions from the justice system and the emergency room - redirecting them to appropriate treatment destinations. The goal of this program is to produce a dynamic, flexible response model for mental health crisis calls that brings the right resources sooner, identifies the dominant issue quickly, and takes the individual to the appropriate destination the first time while providing a robust case management and outreach system. This unit of skilled, dedicated professionals focuses on building relationships with participants while working to help people improve their quality of life.

Additional Goals:

- To reduce the number of individuals entering/re-entering the criminal justice system for incidents driven by behavioral health disorders and/or crimes associated with survival/homelessness. Measured by the number of new referrals.
- Ensure the residents of Longmont have access to crisis health service programs (CORE/Community Health) 24/7. Measured by number of fully staffed CORE teams. Target is 6 full CORE Teams by 2027.
- Utilize grant funding to efficiently and effectively support and grow the LEAD and CO-Responder programs responsibly. Measured by the grant funding secured.
- Enhance Public Safety Services to meet the changing needs of the community by offering co-response models for incidents driven by behavioral health disorders. Measured by the number of new referrals.
- Address the root causes of incidents driven by behavioral health disorders and/or crimes associated with survival/homelessness to help ensure Longmont is a desirable place to live, work and play individuals. Measured by the number of new referrals.

Collaborative Services

Public Safety Recruitment, Hiring, and Promotions (RHP)

The Recruitment, Hiring, and Promotions (RHP) unit is a primary service function of the Collaborative Services Division. This unit is responsible for recruiting the most qualified candidates to fill open Public Safety positions to ensure the department has a diverse and skilled workforce. RHP also oversees and administers all new hire, promotional, and selection processes for the department.

Additional Goals:

- Maintain the Department of Public Safety staffing levels to ensure proactive, reactive, and coactive services are provided that meet the needs of the community. Measured annually by percentage of positions filled for sworn Police, sworn Fire and Support Staff.
- Partner with regional police/ fire academies, colleges, and other entities to perform targeted recruitment to attract the best qualified applicants for public safety. Measured by the number of recruiting events attended. Target is 8 events per year.

Public Safety Information Technology

Public Safety Information and Technology (IT) is a primary service function of the Collaborative Services Division. Public Safety IT supports the strategic planning, acquisition, implementation, and maintenance of technology for Public Safety. This includes providing technical support and maintenance for existing infrastructure, hardware, and applications for the Safety and Justice Center, fire stations, police substations, and all police and fire vehicles. Public Safety IT also ensures that the technology and security are aligned with the needs and standards of Public Safety's operations and services.

Additional Goals:

- Utilize technology (traffic cameras, radars, red light cameras, etc.) to enhance safety of the community and transportation system. Measured by number of devices utilized.
- Provide planning, organizing and technical support for Public Safety in support of the Smart Technology Enhancing Productivity and Safety (S.T.E.P.S) Project to provide proactive, reactive, and coactive public safety services, enhance public infrastructure, and help ensure access for all residents. Measured by number of cameras installed.

Public Safety Records

The Public Safety Records unit is a primary service function of Collaborative Services. This unit is the central point of contact for matters relating to the maintenance, release, dissemination, accuracy, and retention of criminal justice and fire records in compliance with local, state, and federal laws. Public Safety Records personnel process public requests for information which include criminal history records, police and fire incident reports, medical records, accident reports, address activity reports, and sex offender registration lists. Personnel also enter and update criminal justice record information and ensure compliance with court orders to seal or expunge records.

Additional Goal:

- Prepare and successfully migrate to a new Records Management System to improve the effectiveness and efficiency of public safety related records and their accessibility to the public. Measured by the successful implementation of a new system.

Budgeted Positions - Collaborative Services Administration

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Chief of Collaborative Services	0.000	1.000	1.000
Assistant Police Chief	0.650	0.000	0.000
Assistant Fire Chief	1.000	0.350	0.350
Assistant Public Safety Chief	1.000	0.000	0.000
Grant Coordinator	1.000	1.000	1.000
Administrative Analyst	2.000	2.000	2.000
Total	**5.650**	**4.350**	**4.350**

Budget Detail - Collaborative Services Administration

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	436,301	502,736	540,107
121	Overtime Wages	7,289	18,990	19,750
122	Longevity Compensation	2,640	-	-
126	RHS Plan	4,216	1,740	44,173
127	FPPA Death and Disability	2,900	4,564	7,977
129	Medicare Contribution	4,623	7,195	7,833
131	MOPC	9,934	12,135	13,370
132	Employee Insurance	57,072	68,765	78,317
133	GERP Retirement	18,839	22,813	25,138
134	Police and Fire Retirement	32,892	31,458	32,090
135	Compensation Insurance	143	6,443	164
136	Unemployment Insurance	158	189	-
137	Staff Training and Conference	3,023	750	750
141	Uniforms and Protective Clothing	3,078	2,900	2,900
142	Food Allowance	525	575	575
	Subtotal	*583,633*	*681,253*	*773,144*
Operating and Maintenance				
210	Supplies	10,733	12,620	12,620
217	Dues and Subscriptions	3,218	1,530	1,530
218	NonCapital Equip and Furniture	10,402	10,670	10,170
240	Repair and Maintenance	3,089	17,365	17,215
245	Mileage Allowance	-	200	-
246	Liability Insurance	2,390	3,236	3,005
249	Operating Leases and Rentals	13,822	20,850	20,850
250	Prof and Contracted Services	58,143	77,720	83,263
253	Software	-	-	350
261	Telephone Charges	177,322	171,563	179,363
264	Printing and Copying	7,170	8,664	8,664
269	Other Services and Charges	21,595	24,530	24,530
273	Fleet Lease Operating and Mtc	22,094	4,412	8,424
274	Fleet Lease Replacement	8,000	8,000	10,998
	Subtotal	*337,977*	*361,360*	*380,982*
	SERVICE TOTAL	**$ 921,610**	**$ 1,042,613**	**$ 1,154,126**

Budgeted Positions - Case Management Services

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Community Health and Diversion Program Manager	1.000	1.000	1.000
Total	**1.000**	**1.000**	**1.000**

Budget Detail - Case Management Services

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	96,420	100,889	110,832
126	RHS Plan	400	400	400
129	Medicare Contribution	1,152	1,463	1,607
131	MOPC	4,821	5,044	5,542
132	Employee Insurance	14,463	13,980	16,071
133	GERP Retirement	9,230	9,484	10,418
135	Compensation Insurance	-	999	951
136	Unemployment Insurance	32	39	-
	Subtotal	*126,518*	*132,298*	*145,821*
Operating and Maintenance				
246	Liability Insurance	-	223	414
	Subtotal	*-*	*223*	*414*
	SERVICE TOTAL	**$ 126,518**	**$ 132,521**	**$ 146,235**

Collaborative Services

Budgeted Positions - CORE

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Clinician III	1.000	1.000	1.000
Co-Responder Paramedic	1.000	2.000	2.000
Total	**2.000**	**3.000**	**3.000**

Budget Detail - CORE

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	129,457	227,801	256,201
121	Overtime Wages	4,800	5,200	5,434
126	RHS Plan	400	1,200	1,200
129	Medicare Contribution	1,617	3,303	3,715
131	MOPC	6,366	11,391	12,810
132	Employee Insurance	22,772	31,565	37,149
133	GERP Retirement	14,026	21,413	24,083
135	Compensation Insurance	1,315	2,236	2,575
136	Unemployment Insurance	50	87	-
137	Staff Training and Conference	310	3,500	3,500
141	Uniforms and Protective Clothing	171	700	700
	Subtotal	*181,284*	*308,396*	*347,367*
Operating and Maintenance				
246	Liability Insurance	268	362	491
250	Prof and Contracted Services	3,854	-	-
	Subtotal	*4,122*	*362*	*491*
	SERVICE TOTAL	**$ 185,406**	**$ 308,758**	**$ 347,858**

Budgeted Positions - Recruitment, Hiring, and Promotion

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Master Police Officer	1.000	2.000	2.000
Police Officer	1.000	0.000	0.000
Total	**2.000**	**2.000**	**2.000**

Budget Detail - Recruitment, Hiring, and Promotion

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	224,565	214,756	241,152
112	Temporary Wages	4,547	-	-
121	Overtime Wages	147,100	169,520	177,148
126	RHS Plan	2,984	2,148	61,525
127	FPPA Death and Disability	3,614	3,866	7,002
128	FICA	34	-	-
129	Medicare Contribution	4,849	3,114	3,496
131	MOPC	306	-	-
132	Employee Insurance	30,236	31,140	34,706
133	GERP Retirement	551	-	-
134	Police and Fire Retirement	29,876	27,872	29,180
135	Compensation Insurance	820	1,845	1,742
136	Unemployment Insurance	67	86	-
137	Staff Training and Conference	5,347	15,707	15,707
141	Uniforms and Protective Clothing	1,576	1,900	1,900
142	Food Allowance	3,827	5,424	5,424
	Subtotal	*460,301*	*477,378*	*578,982*
Operating and Maintenance				
210	Supplies	634	2,550	2,550
216	Reference Books and Materials	146	-	-
217	Dues and Subscriptions	1,789	8,000	8,000
218	NonCapital Equip and Furniture	485	2,307	2,307
246	Liability Insurance	4,397	3,721	1,358
250	Prof and Contracted Services	3,523	6,200	6,200
269	Other Services and Charges	2,302	14,250	14,250
273	Fleet Lease Operating and Mtc	22,275	23,382	31,477
274	Fleet Lease Replacement	18,459	6,992	6,992
	Subtotal	*54,011*	*67,402*	*73,134*
	SERVICE TOTAL	**$ 514,312**	**$ 544,780**	**$ 652,116**

Budgeted Positions - Information Technology

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Public Safety Technical Services Manager	1.000	1.000	1.000
Sr PS Tech Support	1.000	2.000	2.000
Public Safety Technical Support	1.000	0.000	0.000
PS IT Application Support Analyst	1.000	1.000	1.000
PS Data and Statistical Analyst	1.000	0.000	0.000
Total	**5.000**	**4.000**	**4.000**

Budget Detail - Information Technology

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	416,367	394,991	432,146
121	Overtime Wages	28,322	15,648	16,274
126	RHS Plan	22,249	1,600	1,600
129	Medicare Contribution	5,586	5,727	6,266
131	MOPC	20,286	19,750	21,608
132	Employee Insurance	65,226	54,734	62,661
133	GERP Retirement	41,132	37,130	40,623
135	Compensation Insurance	126	159	129
136	Unemployment Insurance	147	150	-
137	Staff Training and Conference	6,451	8,000	8,000
142	Food Allowance	230	590	590
	Subtotal	*606,122*	*538,479*	*589,897*
Operating and Maintenance				
210	Supplies	5,469	33,083	18,825
217	Dues and Subscriptions	631	790	790
218	NonCapital Equip and Furniture	123,397	120,859	70,417
240	Repair and Maintenance	170,178	258,274	39,886
246	Liability Insurance	712	1,061	866
250	Prof and Contracted Services	36,203	52,796	12,785
253	Software	-	-	319,955
261	Telephone Charges	152	-	-
273	Fleet Lease Operating and Mtc	1,922	10,236	2,296
	Subtotal	*338,663*	*477,099*	*465,820*
Capital Outlay				
440	Machinery and Equipment	-	-	20,000
	Subtotal	-	-	*20,000*
	SERVICE TOTAL	**$ 944,785**	**$ 1,015,578**	**$ 1,075,717**

Collaborative Services

Budgeted Positions - Records

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Public Safety Records Manager	1.000	1.000	1.000
Sr Police Services Technician	2.000	2.000	2.000
Police Services Technician	6.000	6.000	6.000
Total	**9.000**	**9.000**	**9.000**

Budget Detail - Records

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	490,075	549,371	589,362
121	Overtime Wages	14,908	18,422	19,159
126	RHS Plan	4,513	4,902	5,474
129	Medicare Contribution	6,116	7,834	8,536
131	MOPC	24,417	26,884	29,573
132	Employee Insurance	79,487	77,390	85,108
133	GERP Retirement	47,692	50,545	55,209
135	Compensation Insurance	5,082	5,499	431
136	Unemployment Insurance	175	210	-
137	Staff Training and Conference	-	3,000	3,000
142	Food Allowance	361	211	311
	Subtotal	*672,826*	*744,268*	*796,163*
Operating and Maintenance				
210	Supplies	6,654	5,800	5,800
216	Reference Books and Materials	146	100	100
217	Dues and Subscriptions	129	200	200
218	NonCapital Equip and Furniture	1,418	8,000	1,000
229	Materials and Supplies	-	2,000	2,000
245	Mileage Allowance	-	100	-
246	Liability Insurance	1,048	1,265	1,197
250	Prof and Contracted Services	5,266	7,500	7,500
264	Printing Copying and Binding	1,734	2,400	2,400
269	Other Services and Charges	216	-	-
	Subtotal	*16,611*	*27,365*	*20,197*
	SERVICE TOTAL	**$ 689,437**	**$ 771,633**	**$ 816,360**

Fire Services

Overview

	2023 Actual	2024 Budget	2025 Budget
Personal Services	13,309,245	13,435,843	15,873,954
Operating and Maintenance	2,077,670	1,999,334	1,889,844
Non-Operating	-	-	-
Capital	-	-	300,000
TOTAL	**$ 15,386,915**	**$ 15,435,177**	**$ 18,063,798**

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.

Goals:

- Responsible Stewardship of our Resources
- Job growth and economic vitality through innovation and collaboration
- Livable centers, corridors and neighborhoods
- Housing, services, amenities and opportunities for all
- A safe, healthy and adaptable community
- A complete, balanced and connected transportation system

Fire Administration

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.

Fire Training

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.

Fire Codes and Planning

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.

Fire Codes and Planning (continued)

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).

Fire Suppression

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.

Budgeted Positions - Fire Administration

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Fire Chief	1.000	1.000	1.000
Assistant Fire Chief	0.000	1.000	1.000
Fire Captain/Non-Shift Paramedic	0.000	0.000	1.000
Fire Captain	1.000	0.000	0.000
Firefighter	0.000	1.000	0.000
Administrative Analyst	1.000	1.000	1.000
Total	**3.000**	**4.000**	**4.000**

Budget Detail - Fire Administration

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	473,056	540,871	638,789
112	Temporary Wages	-	68,727	-
121	Overtime Wages	325,157	144,928	151,450
126	RHS Plan	5,490	1,995	149,132
127	FPPA Death and Disability	2,099	1,430	4,459
128	FICA	-	4,261	-
129	Medicare Contribution	9,400	6,390	9,252
131	MOPC	3,022	3,304	3,867
132	Employee Insurance	60,310	75,460	92,514
133	GERP Retirement	7,145	6,211	7,271
134	Police and Fire Retirement	49,004	54,524	62,016
135	Compensation Insurance	1,558	5,595	7,112
136	Unemployment Insurance	185	209	-
137	Staff Training and Conference	9,622	-	-
141	Uniforms and Protective Clothing	912	-	-
	Subtotal	*946,960*	*913,905*	*1,125,862*
Operating and Maintenance				
210	Supplies	6,409	2,250	2,250
217	Dues and Subscriptions	246	-	-
218	NonCapital Equip and Furniture	54,733	25,275	17,375
240	Repair and Maintenance	-	5,000	5,000
246	Liability Insurance	3,842	5,393	6,081
247	Safety Expenses	232	-	-
250	Prof and Contracted Services	104,642	104,643	104,643
261	Telephone Charges	346	-	-
269	Other Services and Charges	470	-	-
273	Fleet Lease Operating and Mtc	72,016	36,602	17,130
274	Fleet Lease Replacement	78,213	104,652	99,464
	Subtotal	*321,149*	*283,815*	*251,943*
	SERVICE TOTAL	**$ 1,268,109**	**$ 1,197,720**	**$ 1,377,805**

Budgeted Positions - Fire Training

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Fire Captain/Paramedic	0.000	0.000	1.000
Fire Lieutenant/Paramedic	0.000	0.000	1.000
Fire Captain	1.000	0.000	0.000
Fire Lieutenant	1.000	0.000	0.000
Firefighter Engineer	0.000	1.000	0.000
Firefighter	0.000	1.000	0.000
Total	**2.000**	**2.000**	**2.000**

Budget Detail - Fire Training

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	236,676	201,331	291,809
121	Overtime Wages	502,334	97,522	101,910
126	RHS Plan	4,602	2,050	80,706
127	FPPA Death and Disability	4,015	3,691	8,493
129	Medicare Contribution	10,091	2,973	4,210
132	Employee Insurance	36,389	29,728	42,102
134	Police and Fire Retirement	32,289	23,822	35,133
135	Compensation Insurance	-	3,486	4,438
136	Unemployment Insurance	80	82	-
137	Staff Training and Conference	5,133	9,000	9,000
141	Uniforms and Protective Clothing	1,400	-	-
	Subtotal	*833,010*	*373,685*	*577,801*
Operating and Maintenance				
210	Supplies	2,038	950	950
218	NonCapital Equip and Furniture	1,198	807	807
246	Liability Insurance	-	777	920
250	Prof and Contracted Services	-	2,450	2,450
273	Fleet Lease Operating and Mtc	-	4,260	2,730
274	Fleet Lease Replacement	-	10,000	-
	Subtotal	*3,236*	*19,244*	*7,857*
	SERVICE TOTAL	**$ 836,245**	**$ 392,929**	**$ 585,658**

Budgeted Positions - Fire Codes and Planning

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Assistant Fire Chief Fire Marshall	1.000	1.000	1.000
Assistant Fire Marshal	1.000	1.000	1.000
Sr Fire Code Inspector	1.000	1.000	1.000
Total	**3.000**	**3.000**	**3.000**

Budget Detail - Fire Codes and Planning

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	372,549	392,215	399,971
121	Overtime Wages	6,075	7,163	7,485
126	RHS Plan	5,404	1,200	27,245
127	FPPA Death and Disability	-	3,040	5,038
129	Medicare Contribution	4,750	5,687	5,800
131	MOPC	10,949	11,166	11,386
132	Employee Insurance	38,362	54,349	57,996
133	GERP Retirement	19,727	20,991	21,406
134	Police and Fire Retirement	17,145	18,495	18,258
135	Compensation Insurance	4,077	4,243	4,139
136	Unemployment Insurance	121	150	-
141	Uniforms and Protective Clothing	1,550	1,500	1,500
142	Food Allowance	-	600	600
	Subtotal	*480,708*	*520,799*	*560,824*
Operating and Maintenance				
210	Supplies	1,617	2,800	2,800
214	Pamphlets and Documents	-	1,400	1,400
217	Dues and Subscriptions	6,920	7,583	7,583
218	NonCapital Equip and Furniture	240	550	550
240	Repair and Maintenance	535	-	-
246	Liability Insurance	1,833	2,176	2,315
250	Prof and Contracted Services	13,586	18,229	18,229
253	Software	-	-	5,664
264	Printing Copying and Binding	-	350	350
273	Fleet Lease Operating and Mtc	34,210	19,568	12,036
274	Fleet Lease Replacement	15,832	15,832	23,971
	Subtotal	*74,773*	*68,488*	*74,898*
	SERVICE TOTAL	**$ 555,482**	**$ 589,287**	**$ 635,722**

Fire Services

Budgeted Positions - Fire Suppression

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Assistant Fire Chief	3.000	3.000	3.000
Fire Captain/Paramedic	0.000	0.000	2.000
Fire Captain	2.000	4.000	0.000
Fire Lieutenant Shift	17.000	14.000	10.000
Fire Lieutenant/Paramedic	0.000	0.000	3.000
Firefighter/Paramedic/Engineer	3.000	4.000	3.000
Firefighter/Engineer	16.000	14.000	16.000
Firefighter/Paramedic	10.000	11.000	10.000
Firefighter	21.000	23.000	28.000
Total	**72.000**	**73.000**	**75.000**

Budget Detail - Fire Suppression

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	7,398,107	7,969,732	8,939,931
121	Overtime Wages	936,181	864,652	903,561
126	RHS Plan	118,185	75,523	741,203
127	FPPA Death and Disability	108,362	125,370	231,559
129	Medicare Contribution	103,478	115,125	128,657
131	MOPC	260	-	8,612
132	Employee Insurance	1,102,350	1,147,954	1,285,602
133	GERP Retirement	469	-	16,191
134	Police and Fire Retirement	947,171	992,260	1,004,514
135	Compensation Insurance	162,742	172,670	190,387
136	Unemployment Insurance	2,425	3,168	-
137	Staff Training and Conference	91,996	93,000	91,250
141	Uniforms and Protective Clothing	73,645	65,000	65,000
142	Food Allowance	3,197	3,000	3,000
	Subtotal	*11,048,568*	*11,627,454*	*13,609,467*
Operating and Maintenance				
210	Supplies	43,676	52,000	52,000
216	Reference Books and Materials	492	-	-
218	NonCapital Equip and Furniture	118,820	144,275	90,075
240	Repair and Maintenance	71,973	69,000	69,000
246	Liability Insurance	101,539	105,323	78,512
247	Safety Expenses	126,731	57,400	57,400
250	Prof and Contracted Services	55,680	59,000	59,000
253	Software	-	-	3,600
261	Telephone Charges	944	-	-
263	Postage	217	600	600
264	Printing Copying and Binding	1,066	-	-
269	Other Services and Charges	18,117	3,000	3,000
273	Fleet Lease Operating and Mtc	300,609	320,972	324,867
274	Fleet Lease Replacement	834,932	803,217	804,092
	Subtotal	*1,678,512*	*1,627,787*	*1,555,146*
Capital Outlay				
440	Machinery and Equipment	-	-	300,000
	Subtotal	-	-	*300,000*
	SERVICE TOTAL	**$ 12,727,080**	**$ 13,255,241**	**$ 15,464,613**

Police Services

Overview

	2023 Actual	2024 Budget	2025 Budget
Personal Services	18,262,364	18,824,666	22,114,776
Operating and Maintenance	3,118,303	3,470,728	3,730,612
Non-Operating	2,250	-	-
Capital	527,271	1,125,000	1,355,986
TOTAL	**$ 21,910,188**	**$ 23,420,394**	**$ 27,201,374**

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." The Police Services Division includes the budget services below:

- Police Administration
- Patrol Operations
- K9 Unit
- Animal Control
- Traffic Unit
- Police Training
- Firing Range
- Detectives Operations
- Special Investigations Unit
- School Resource Officers
- SWAT Team/Bomb Squad

Goals:

- Responsible Stewardship of our Resources
- Job growth and economic vitality through innovation and collaboration
- Livable centers, corridors and neighborhoods
- Housing, services, amenities and opportunities for all
- A safe, healthy and adaptable community
- A complete, balanced and connected transportation system

Police Administration

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, arresting those responsible for breaking the law and supporting partner agencies during with major critical incidents. The Police Administration service provides direction to other services throughout the Police Services Division.

Police Services

Patrol Operations

Patrol Operations 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.

Animal Control

The Animal Control Unit is a primary service function of the Special Operations Section. Animal Control handles calls for service concerning domestic animals and wildlife. This is accomplished through conducting investigations, enforcing municipal ordinances and state statutes relating to animals, pet licensing, education, mediation, and working with pet owners to resolve problems. Animal Control serves as the department's liaison to DocuPet, our pet licensing service, the Longmont Humane Society, the Boulder County Health Department, the Colorado Division of Wildlife, the Colorado Brand Board, animal refuge centers, and local veterinarians.

Traffic Unit

The Traffic Unit is a primary service function of the Patrol Services. 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.

Police Training

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 Services Division personnel.

Detectives

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 four distinct units (Persons Crimes, Property Crimes, General Investigations, Special Investigations and School Resource Officers):

Detectives (continued)

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. This unit also provides members to the Boulder County Forensic Lab (computer forensic services).

The Property Crimes Unit is responsible for investigating crimes committed against property, including burglary, trespass, auto theft, criminal mischief, theft, and arson. Fraud and forgery cases are investigated out of this unit, as well.

The General Investigations Unit is responsible for Domestic Violence investigations, crime scene investigation services, and property and evidence management. This unit also has CSO Detectives within the team and they handle all quarterly and annual sex offender registrations, and investigations and missing persons investigations. The CSO work with and support all Detectives during major cases.

The Special Investigations Unit is responsible primarily for investigating vice, narcotic and gang crimes and is generally responsible for any other covert investigations as assigned by the department.

Special Investigations Unit

The Special Investigations Unit (SIU) is a primary service function of the Detective Operations Section. SEU is responsible for investigating vice, narcotic and gang crimes and conducting covert investigations as assigned by the department. SIU also provides investigative support to all Police Services sections, units and teams. SIU also collects and analyzes criminal intelligence information and is responsible for all asset forfeiture cases.

School Resource Officers

The School Resource Officer Unit is a primary service function of the Special Operations Division. Its primary functions and responsibilities are:

- Safe schools – promoting a safe environment in school settings through crime and disorder prevention, reducing illegal drug and alcohol use, and encouraging responsible motor vehicle operation, all of which is accomplished through investigations, restorative justice, mediation and the enforcement of statutes, ordinances, and school policies.
- Education programs – promotion and coordination of safety and awareness programs for students and staff.
- Prevention programs – school programs to enhance positive decision-making skills and deter substance use and abuse.

SWAT Team and Bomb Squad

The Special Weapons and Tactics (SWAT) Team and Bomb Squad are a collateral service function of Police Services and Fire Services. The SWAT Team is composed of tactical officers, negotiators, medics and dispatchers from Police Services, Fire Services, the Longmont Emergency Communications Center and officers from the Frederick Police Department and Mead Police Department. The Bomb Technicians are officer or fire fighter and are assigned to the Boulder County Regional Bomb Squad.

SWAT Team and Bomb Squad members are on call to provide assistance to any division, section or unit within the Longmont Department of Public Safety, the Frederick Police Department and Mead Police Department. From time to time, the team is also requested by other outside agencies to assist them with critical incidents, VIP operations and wildland fire evacuations.

SWAT Team and Bomb Squad (continued)

The types of incidents the team provides assistance with include, but are not limited to, armed barricaded suspects, hostage situations, service of high-risk and unknown-risk search and arrest warrants, sniper incidents, active harmer events, 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-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.

Budgeted Positions - Police Administration

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Police Chief	1.000	1.000	1.000
Administrative Analyst	1.000	1.000	1.000
Administrative Assistant	1.000	1.000	0.000
Total	**3.000**	**3.000**	**2.000**

Budget Detail - Police Administration

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	310,780	351,973	313,338
121	Overtime Wages	308	5,200	5,434
122	Longevity Compensation	-	2,100	2,160
126	RHS Plan	3,205	1,200	62,120
129	Medicare Contribution	3,841	5,103	4,544
131	MOPC	5,555	6,277	3,867
132	Employee Insurance	41,115	48,773	45,434
133	GERP Retirement	10,992	11,801	7,271
134	Police and Fire Retirement	26,876	29,096	28,555
135	Compensation Insurance	-	3,140	3,052
136	Unemployment Insurance	109	135	-
137	Staf Training and Conferences	927	1,000	1,000
141	Uniforms and Protective Clothing	746	700	700
142	Food Allowance	178	500	500
	Subtotal	*404,631*	*466,998*	*477,975*
Operating and Maintenance				
210	Supplies	220	425	425
216	Reference Books and Materials	-	100	100
217	Dues and Subscriptions	350	1,000	1,000
246	Liability Insurance	-	772	2,232
261	Telephone Charges	343	-	-
	Subtotal	*913*	*2,297*	*3,757*
	SERVICE TOTAL	**$ 405,544**	**$ 469,295**	**$ 481,732**

Budgeted Positions - Patrol

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Assistant Police Chief	1.000	1.000	1.000
Police Commander	3.000	3.000	3.000
Police Sergeant	10.000	11.000	11.000
Master Police Officer	17.000	8.000	11.000
Police Officer	47.000	55.000	58.000
CSO Patrol	4.000	4.000	4.000
CALEA Accredidation Coordinator	0.000	0.000	1.000
Total	**82.000**	**82.000**	**89.000**

Budget Detail - Patrol

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	7,365,225	8,367,659	9,710,053
112	Temporary Wages	25,861	-	-
121	Overtime Wages	899,418	435,760	517,751
122	Longevity Compensation	4,877	-	-
126	RHS Plan	101,342	78,407	679,618
127	FPPA Death and Disability	110,998	134,713	259,667
128	FICA	1,603	-	-
129	Medicare Contribution	101,238	121,135	140,797
131	MOPC	12,483	14,008	17,721
132	Employee Insurance	1,033,174	1,204,368	1,405,964
133	GERP Retirement	22,864	26,337	33,316
134	Police and Fire Retirement	844,105	973,670	1,066,417
135	Compensation Insurance	367,907	344,031	359,820
136	Unemployment Insurance	2,700	3,328	-
137	Staf Training and Conferences	13,018	18,620	18,620
141	Uniforms and Protective Clothing	154,186	161,795	183,645
142	Food Allowance	1,137	1,000	1,000
	Subtotal	*11,062,136*	*11,884,831*	*14,394,389*
Operating and Maintenance				
210	Supplies	11,748	18,185	18,185
216	Reference Books and Materials	256	3,120	3,120
217	Dues and Subscriptions	1,199	1,000	1,000
218	NonCapital Equip and Furniture	143,931	64,650	70,305
240	Repair and Maintenance	51,589	12,444	15,944
246	Liability Insurance	193,099	213,999	254,071
247	Safety Expenses	3,404	11,340	11,340
248	Lease Purchase Installments	-	106,007	106,007
250	Prof and Contracted Services	1,274	17,693	12,150
258	Investigative Expenses	5,406	3,000	3,000
261	Telephone Charges	939	-	-
264	Printing Copying and Binding	11,657	11,835	11,835
273	Fleet Lease Operating and Mtc	445,071	479,165	570,643
274	Fleet Lease Replacement	509,295	567,138	552,915
	Subtotal	*1,378,868*	*1,509,576*	*1,630,515*
Non-Operating Expense				
950	Bad Debt	2,250	-	-
	Subtotal	*2,250*	-	-
Capital Outlay				
432	Vehicles	-	1,125,000	1,261,386
440	Machinery and Equipment	25,617	-	-
	Subtotal	*25,617*	*1,125,000*	*1,261,386*
	SERVICE TOTAL	**$ 12,468,872**	**$ 14,519,407**	**$ 17,286,290**

Budgeted Positions - Animal Control

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
CSO Animal Control	4.000	4.000	4.000
Total	**4.000**	**4.000**	**4.000**

Budget Detail - Animal Control

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	228,170	250,204	255,984
121	Overtime Wages	3,468	2,654	4,293
126	RHS Plan	2,362	2,464	2,560
129	Medicare Contribution	2,896	3,572	3,712
131	MOPC	11,377	12,312	12,800
132	Employee Insurance	35,863	35,708	37,116
133	GERP Retirement	21,518	23,148	24,064
135	Compensation Insurance	9,142	5,255	5,288
136	Unemployment Insurance	79	100	-
137	Staff Training and Conference	2,031	1,500	1,500
141	Uniforms and Protective Clothing	2,390	2,875	2,875
	Subtotal	*319,297*	*339,792*	*350,192*
Operating and Maintenance				
210	Supplies	434	800	2,300
217	Dues and Subscriptions	200	225	225
218	NonCapital Equip and Furniture	1,193	900	900
246	Liability Insurance	4,025	2,566	1,496
250	Prof and Contracted Services	511,668	796,996	1,013,634
264	Printing Copying and Binding	-	-	1,500
273	Fleet Lease Operating and Mtc	51,593	47,608	41,586
274	Fleet Lease Replacement	28,364	32,623	19,808
	Subtotal	*597,477*	*881,718*	*1,081,449*
	SERVICE TOTAL	**$ 916,775**	**$ 1,221,510**	**$ 1,431,641**

Budgeted Positions - Traffic Unit

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Police Sergeant	1.000	1.000	1.000
Master Police Officer	3.000	3.000	2.000
Police Officer	1.000	1.000	1.000
Sr CSO Field Investigator	0.000	3.000	3.000
CSO Field Investigator	3.000	0.000	0.000
Total	**8.000**	**8.000**	**7.000**

Budget Detail - Traffic Unit

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	726,770	824,584	714,446
121	Overtime Wages	98,994	57,636	68,109
126	RHS Plan	9,645	8,193	40,213
127	FPPA Death and Disability	10,995	13,202	14,051
129	Medicare Contribution	10,218	11,930	10,360
131	MOPC	10,904	11,367	11,706
132	Employee Insurance	109,263	118,778	103,594
133	GERP Retirement	19,645	21,369	22,005
134	Police and Fire Retirement	67,181	74,048	56,623
135	Compensation Insurance	43,218	37,913	26,242
136	Unemployment Insurance	241	328	-
137	Staff Training and Conference	14,267	18,980	18,980
141	Uniforms and Protective Clothing	7,126	6,000	6,000
	Subtotal	*1,128,468*	*1,204,328*	*1,092,329*
Operating and Maintenance				
210	Supplies	2,314	2,650	2,650
217	Dues and Subscriptions	-	13,673	1,050
218	NonCapital Equip and Furniture	2,700	2,700	2,700
240	Repair and Maintenance	1,342	3,300	1,850
246	Liability Insurance	6,706	20,100	18,868
250	Prof and Contracted Services	435	1,000	1,000
253	Software	-	-	14,073
258	Investigative Expenses	15,335	37,335	37,335
269	Other Services and Charges	93,877	-	100,000
273	Fleet Lease Operating and Mtc	34,201	38,044	46,758
274	Fleet Lease Replacement	97,237	99,273	28,644
	Subtotal	*254,146*	*218,075*	*254,928*
	SERVICE TOTAL	**$ 1,382,614**	**$ 1,422,403**	**$ 1,347,257**

Budgeted Positions - Police Training

Budgeted Positions:	2023 Budget	2024 Budget	2025 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**

Budget Detail - Police Training

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	221,952	241,763	267,048
121	Overtime Wages	19,774	16,120	16,845
126	RHS Plan	4,107	2,418	112,342
127	FPPA Death and Disability	2,072	2,419	4,311
129	Medicare Contribution	3,018	3,506	3,872
132	Employee Insurance	27,325	35,056	38,722
134	Police and Fire Retirement	29,961	31,377	32,313
135	Compensation Insurance	-	2,330	3,825
136	Unemployment Insurance	77	97	-
137	Staf Training and Conferences	43,949	78,004	78,004
141	Uniforms and Protective Clothing	7,447	4,100	4,100
	Subtotal	*359,681*	*417,190*	*561,382*
Operating and Maintenance				
210	Supplies	94,695	70,800	70,800
218	NonCapital Equip and Furniture	1,698	1,386	1,386
246	Liability Insurance	-	573	544
250	Prof and Contracted Services	1,567	9,000	9,000
273	Fleet Lease Operating and Mtc	-	3,188	2,203
	Subtotal	*97,960*	*84,947*	*83,933*
	SERVICE TOTAL	**$ 457,641**	**$ 502,137**	**$ 645,315**

Budgeted Positions - Detectives

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Assistant Police Chief	1.000	1.000	1.000
Police Sergeant	3.000	2.000	2.000
Master Police Officer	13.000	14.000	11.000
Police Officer	3.000	2.000	5.000
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	1.000	1.000
Total	**22.000**	**22.000**	**22.000**

Budget Detail - Detectives

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	2,395,430	2,386,388	2,605,108
112	Temporary Wages	113,443	-	-
121	Overtime Wages	256,741	191,058	199,656
126	RHS Plan	32,433	21,912	362,699
127	FPPA Death and Disability	42,926	43,105	70,816
128	FICA	7,087	-	-
129	Medicare Contribution	34,171	34,488	37,772
131	MOPC	9,309	11,760	11,903
132	Employee Insurance	348,860	342,828	376,612
133	GERP Retirement	16,768	22,108	22,378
134	Police and Fire Retirement	285,610	270,803	275,645
135	Compensation Insurance	61,992	61,488	61,074
136	Unemployment Insurance	767	948	-
137	Staff Training and Conference	40,709	22,800	22,800
141	Uniforms and Protective Clothing	16,833	12,150	12,150
142	Food Allowance	2,066	2,050	2,050
	Subtotal	*3,665,143*	*3,423,886*	*4,060,663*
Operating and Maintenance				
210	Supplies	17,661	16,050	16,050
216	Reference Books and Materials	1,226	975	975
217	Dues and Subscriptions	6,536	60,476	22,645
218	NonCapital Equip and Furniture	26,245	19,994	12,425
240	Repair and Maintenance	71	3,000	3,000
246	Liability Insurance	43,785	24,010	29,823
250	Prof and Contracted Services	21,021	9,725	9,725
252	Ads and Legal Notices	2,109	1,500	1,500
253	Software	-	-	37,831
258	Investigative Expenses	39,131	44,475	44,475
261	Telephone Charges	265	-	-
263	Postage	42	-	-
264	Printing Copying and Binding	3,411	7,350	7,350
273	Fleet Lease Operating and Mtc	59,413	43,889	90,985
274	Fleet Lease Replacement	84,892	130,470	99,101
	Subtotal	*305,807*	*361,914*	*375,885*
Capital Outlay				
432	Vehicles	173,805	-	54,600
	Subtotal	*173,805*	*-*	*54,600*
	SERVICE TOTAL	**$ 4,144,755**	**$ 3,785,800**	**$ 4,491,148**

Budget Detail - Special Investigations Unit

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	39,472	-	-
121	Overtime Wages	24,030	-	-
126	RHS Plan	122	-	-
127	FPPA Death and Disability	160	-	-
129	Medicare Contribution	829	-	-
131	MOPC	1,362	-	-
133	GERP Retirement	2,459	-	-
134	Police and Fire Retirement	1,671	-	-
135	Compensation Insurance	9,588	-	-
141	Uniforms and Protective Clothing	3,080	-	-
142	Food Allowance	1,270	600	600
	Subtotal	*84,044*	*600*	*600*
Operating and Maintenance				
210	Supplies	4,202	-	-
216	Reference Books and Materials	340	-	-
217	Dues and Subscriptions	1,944	7,450	1,500
218	NonCapital Equip and Furniture	5,254	3,900	3,900
240	Repair and Maintenance	6,361	10,800	10,800
246	Liability Insurance	33,986	-	-
247	Safety Expenses	-	3,000	3,000
250	Prof and Contracted Services	3,292	3,000	3,000
253	Software	-	-	5,950
258	Investigative Expenses	14,515	23,045	23,045
273	Fleet Lease Operating and Mtc	155,934	98,977	69,693
274	Fleet Lease Replacement	10,265	10,265	10,265
	Subtotal	*236,092*	*160,437*	*131,153*
	SERVICE TOTAL	**$ 320,136**	**$ 161,037**	**$ 131,753**

Budgeted Positions - School Resource Officers

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Police Sergeant	1.000	1.000	1.000
Master Police Officer	4.000	3.000	3.000
Police Officer	1.000	2.000	1.000
Total	**6.000**	**6.000**	**5.000**

Budget Detail - School Resource Officers

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	542,477	632,237	620,376
121	Overtime Wages	47,144	29,706	31,043
126	RHS Plan	8,303	6,324	101,172
127	FPPA Death and Disability	9,201	11,381	18,148
129	Medicare Contribution	7,183	9,168	8,995
132	Employee Insurance	96,080	91,675	89,955
134	Police and Fire Retirement	73,422	79,940	75,066
135	Compensation Insurance	8,219	7,956	7,370
136	Unemployment Insurance	211	253	-
137	Staff Training and Conference	8,867	8,035	8,035
141	Uniforms and Protective Clothing	3,365	3,150	3,150
142	Food Allowance	369	425	425
	Subtotal	*804,841*	*880,250*	*963,735*
Operating and Maintenance				
210	Supplies	558	2,800	2,800
218	NonCapital Equip and Furniture	688	1,150	1,150
246	Liability Insurance	2,956	3,697	6,048
250	Prof and Contracted Services	296	-	-
274	Fleet Lease Replacement	-	13,592	-
	Subtotal	*4,498*	*21,239*	*9,998*
	SERVICE TOTAL	**$ 809,339**	**$ 901,489**	**$ 973,733**

Budget Detail - SWAT Team

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	16,662	-	-
121	Overtime Wages	213,676	139,227	145,492
126	RHS Plan	1,235	-	-
127	FPPA Death and Disability	236	-	-
129	Medicare Contribution	3,296	-	-
131	MOPC	143	-	-
133	GERP Retirement	257	-	-
134	Police and Fire Retirement	1,889	-	-
135	Compensation Insurance	1,779	1,814	1,269
137	Staff Training and Conference	31,177	20,900	20,900
141	Uniforms and Protective Clothing	32,768	44,450	45,450
142	Food Allowance	727	400	400
	Subtotal	*303,846*	*206,791*	*213,511*
Operating and Maintenance				
210	Supplies	33,810	23,086	23,086
216	Reference Books and Materials	-	150	150
218	NonCapital Equip and Furniture	12,797	9,800	9,800
240	Repair and Maintenance	21,757	600	600
246	Liability Insurance	10,216	22,638	11,245
250	Prof and Contracted Services	-	225	225
264	Printing and Copying	-	100	100
269	Other Services and Charges	183	-	-
273	Fleet Lease Operating and Mtc	51,608	49,546	17,756
274	Fleet Lease Replacement	110,435	121,605	93,257
	Subtotal	*242,541*	*230,525*	*158,994*
Capital Outlay				
440	Machinery and Equipment	327,849	-	40,000
	Subtotal	*327,849*	*-*	*40,000*
	SERVICE TOTAL	**$ 874,236**	**$ 437,316**	**$ 412,505**

Budget Detail - Special Operations

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	111,511	-	-
121	Overtime Wages	466	-	-
126	RHS Plan	2,356	-	-
127	FPPA Death and Disability	1,768	-	-
129	Medicare Contribution	1,440	-	-
134	Police and Fire Retirement	12,011	-	-
141	Uniforms and Protective Clothing	455	-	-
142	Food Allowance	270	-	-
	Subtotal	*130,277*	-	-
	SERVICE TOTAL	**$ 130,277**	**$ -**	**$ -**

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

PUBLIC SAFETY FUND

This fund tracks resources from the Public Safety Tax, which was originally approved by voters in November 2006 at a rate of 0.325cents of a 3.275 cent sales and use tax. In 2017 voters approved an increase of that tax to 0.58 cents for a total sales and use tax of 3.53 cents. The Public Safety Fund adds additional resources to the Department of Public Safety; City Attorney's Office; Children, Youth and Families; and Parks and Forestry.

- City Attorney
- Public Safety Chief
- Collaborative Services
- Fire Services
- Police Services
- Children and Youth Families
- Development Services

106.03

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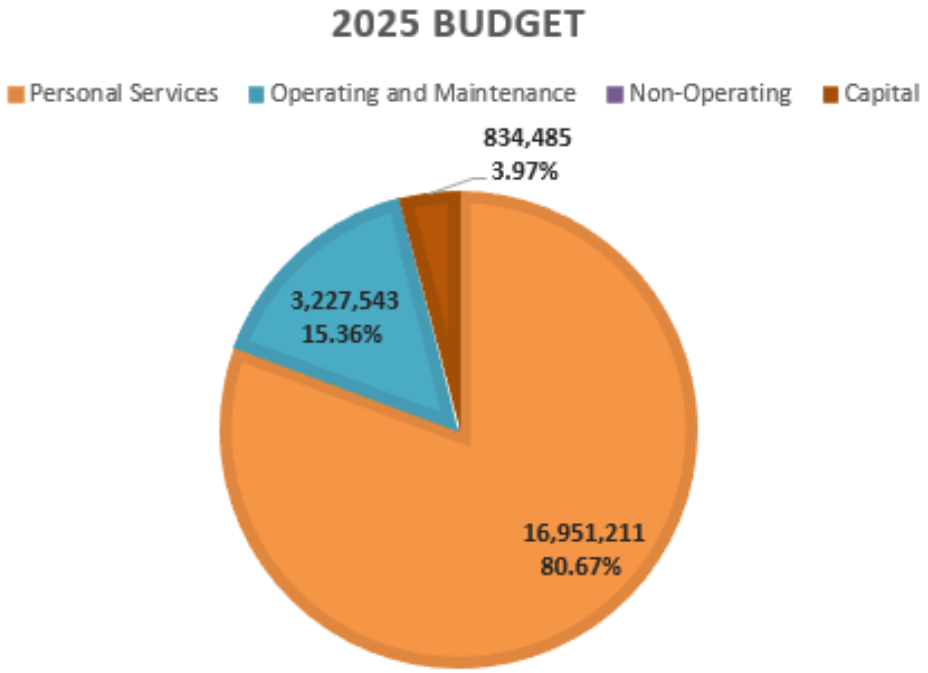
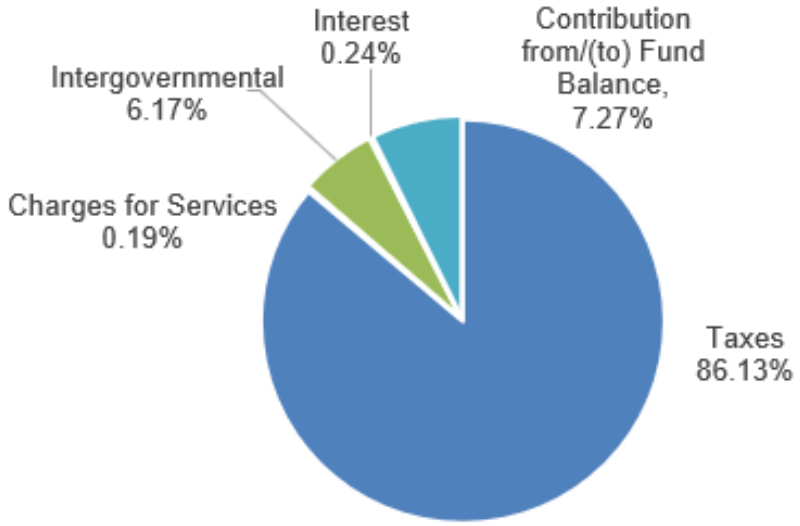


Public Safety Fund Sources



- The Public Safety Fund will receive 86.13% of its operating revenues from taxes in 2025. Another 6.17% will come from intergovernmental revenues.
- 7.27% of the 2025 operating revenues will come from the Public Safety Fund's reserves. The 2025 Budget will require a contribution from fund balance of $1,528,326.

Estimating Major Sources of Funds

Sales and Use Taxes: From Finance Department projections. There has been actual revenue growth of 4.6% through the first six months of 2024. Projections for year-end 2024 are a combined increase for sales and use tax of 3.42%. Projections for 2025 are a 3.08% increase in sales and use tax revenue over the projected collections for 2024.

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.

	2023 Actual	2024 Budget	2025 Budget
SOURCES OF FUNDS			
Taxes	$16,984,983	$ 17,237,039	$ 18,098,613
Intergovernmental revenue	2,276,032	1,066,120	1,296,877
Charges for Service	33,231	39,423	39,423
Grants and Donations	-	-	-
Interest	573,218	178,135	50,000
Miscellaneous	22,338	-	-
Transfers from Other Funds	-	-	-
Contribution from/(to) Fund Balance	(1,920,338)	1,125,490	1,528,326
TOTAL FUNDS NEEDED TO MEET EXPENSES	**$17,969,463**	**$ 19,646,207**	**$ 21,013,239**

Public Safety Fund Statement

	2023 Actuals	2024 Budget	2025 Budget
Beginning Working Capital	11,490,512	13,410,850	6,034,589
Committed Working Capital		6,250,771	
Sources of Funds			
Taxes	16,984,983	17,237,039	18,098,613
Intergovernmental	2,276,032	1,066,120	1,296,877
Charges for Services	33,231	39,423	39,423
Interest Earnings	362,392	178,135	50,000
Miscellaneous	233,164	-	-
Total Sources of Funds	**19,889,801**	**18,520,717**	**19,484,913**
Expenses by Category			
Personal Services	13,318,494	15,440,151	16,951,211
Operating and Maintenance	3,523,729	3,589,038	3,227,543
Non-Operating	5,592	63,269	-
Capital	1,121,649	553,749	834,485
Total Expenses by Category	**17,969,463**	**19,646,207**	**21,013,239**
Contribution to/(from) Fund Balance	1,920,338	(1,125,490)	(1,528,326)
Ending Working Capital	13,410,850	6,034,589	4,506,263

Capital Improvement Program Projects

PUBLIC SAFETY FUND PROJECTS		**2025 Budget**
PBF109 Municipal Facilities Parking Lot Rehabilitation	$	184,000
PBF163 Municipal Buildings Keyless Entry		407,463
TOTAL	$	591,463

City Attorney

The Public Safety Legal Advisor provides legal advice and support to the Department of Public Safety, which includes the four major divisions: Police Services, Fire Services, Support Services, and Community Health and Resiliency. The Public Safety Legal Advisor provides in-service training to the divisions on matters of federal, state and local law; provides ongoing legal counseling; assists with drafting, reviewing and updating policies and procedures; assists staff in handling discovery and records requests; prepares for and conducts litigation and administrative hearings; prepares pleadings, undertakes discovery, and pursues appeals; performs legal research; writes briefs, memoranda and opinions of law; prepares, reviews and approves contracts and legal agreements; and provides other advice and support as needed.

Budgeted Positions

Budgeted Positions:	**2023 Budget**	**2024 Budget**	**2025 Budget**
Sr Assistant City Attorney	1.000	1.000	1.000
Total	**1.000**	**1.000**	**1.000**

Budget Detail - City Attorney

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	154,505	161,002	164,185
126	RHS Plan	400	400	400
129	Medicare Contribution	1,877	2,335	2,381
131	MOPC	7,725	8,050	8,209
132	Employee Insurance	9,099	22,310	23,807
133	GERP Retirement	13,918	15,134	15,433
135	Compensation Insurance	52	58	56
136	Unemployment Insurance	51	62	-
137	Staff Training and Conference	-	2,080	2,080
	Subtotal	*187,627*	*211,431*	*216,551*
Operating and Maintenance				
217	Dues and Subscriptions	-	325	325
246	Liability Insurance	293	355	339
269	Other Services and Charges	-	7,200	7,200
	Subtotal	*293*	*7,880*	*7,864*
	SERVICE TOTAL	**$ 187,920**	**$ 219,311**	**$ 224,415**

Public Safety Department Overview

Public Safety

Overview

	2023 Actual	2024 Budget	2025 Budget
Personal Services	13,318,494	15,440,151	16,951,211
Operating and Maintenance	3,478,254	3,589,038	3,227,543
Non-Operating	5,592	63,269	-
Capital	1,167,123	553,749	834,485
TOTAL	**$ 17,969,463**	**$ 19,646,207**	**$ 21,013,239**

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, Collaborative Services, Fire Services Division, and Police Services Division. Those budget services include:
- Public Safety Chief — Public Safety Chief Administration, Office of Emergency Management, Neighborhood Resource Team, Longmont Emergency Communication Center, Public Safety Outreach, and Volunteer Programs.
- 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.
- Fire Services Division – Fire Administration, Fire Training, Suppression, and Fire Codes and Planning
- Police Services Division – Police Administration, Police Training, Patrol Operations Section, Animal Control Unit, Traffic Unit, Detective Operations Section, Special Enforcement Unit (SEU), School Resource Officer Unit (SRO), Special Operations Section, Special Weapons and Tactics (SWAT) Team, and Special Investigations Unit (SIO)

Public Safety Chief

Overview

	2023 Actual	2024 Budget	2025 Budget
Personal Services	1,674,295	1,985,434	2,056,210
Operating and Maintenance	410,018	301,907	105,699
Non-Operating	5,592	63,269	-
Capital	168,035	135,345	138,145
TOTAL	**$ 2,257,940**	**$ 2,485,955**	**$ 2,300,054**

Public Safety Chief Administration

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 three major divisions: Collaborative Services, Fire Services, and Police Services. 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, Collaborative Services Division, Fire Services Division, and Police 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.

Goals:

- Responsible internal operations and governance
- A safe, healthy and adaptable community
- Housing, services, amenities and opportunities for all
- Responsible Stewardship of our Resources
- Livable centers, corridors and neighborhoods

Office of Emergency Management

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.

Public Safety Chief

Longmont Emergency Communications Center

The Longmont Emergency Communications Center (LECC) is a primary service function of the Police Services Division. LECC is the public safety emergency answering point for the City of Longmont. All 9-1-1 phone calls and a myriad other emergency and nonemergency calls are routed to the LECC for processing. Communications specialists prioritize all calls as requests for emergency, urgent, and less critical calls for service. They identify the best resource to resolve each incident and route the information appropriately for the best possible service. The LECC staff provides 24-hour, 365-day-per-year dispatching services for Police, Fire and private ambulance service. At night and on weekends they also provide dispatching services for the Department of Utilities and Public Works. Communications specialists are the first contact for citizens in times of crisis and emergency.

Outreach

Public Safety Outreach is the liaison between department programs and citizen audiences. This unit is instrumental in providing a significant amount of safety and educational programs and presentations to the public either directly or working through other divisions, sections, and units. Safety and educational materials are disseminated via brochures, flyers, classroom and public presentations, and print and social media. Outreach efforts include, but are not limited to, Neighborhood Watch; safety education to schools, businesses, and retirement facilities; the Citizen Police Academy; career fairs; and Safety and Justice Center tours. The Outreach Unit is also responsible for department's volunteer program.

Budget Detail - Public Safety Chief Administration

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	-	45,272	36,885
112	Temporary Wages	22,787	-	-
123	Leave Expense	-	20,000	20,000
128	FICA	1,413	-	-
129	Medicare Contribution	330	-	-
135	Compensation Insurance	82	-	-
137	Staff Training and Conference	11,565	14,820	14,820
	Subtotal	*36,177*	*80,092*	*71,705*
Operating and Maintenance				
210	Supplies	5	400	400
250	Prof and Contracted Services	31,722	26,600	26,600
273	Fleet Lease Operating and Mtc	3,155	4,048	4,728
274	Fleet Lease Replacement	199,850	3,944	3,944
	Subtotal	*234,732*	*34,992*	*35,672*
Non-Operating Expense				
970	Transfers to Other Funds	5,592	63,269	-
	Subtotal	*5,592*	*63,269*	-
Capital Outlay				
431	Furnitures and Fixtures	147,333	-	-
432	Vehicles	-	-	2,800
	Subtotal	*147,333*	-	*2,800*
	SERVICE TOTAL	**$ 423,834**	**$ 178,353**	**$ 110,177**

Budgeted Positions - Office of Emergency Management

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Director of Emergency Management	1.000	1.000	1.000
Recovery Officer	0.725	0.725	1.000
Emergency Management Coordinator	1.275	1.275	1.000
Total	**3.000**	**3.000**	**3.000**

Budget Detail - Office of Emergency Management

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	290,788	303,634	338,471
112	Temporary Wages	-	20,000	20,000
121	Overtime Wages	9,674	11,972	12,499
126	RHS Plan	749	1,090	1,200
128	FICA	-	1,240	1,240
129	Medicare Contribution	3,786	4,692	5,198
131	MOPC	14,506	15,182	16,923
132	Employee Insurance	34,869	42,074	49,078
133	GERP Retirement	28,534	28,542	31,816
135	Compensation Insurance	230	3,287	2,878
136	Unemployment Insurance	105	115	-
137	Staff Training and Conference	17,487	6,575	6,575
141	Uniforms Protective Clothing	-	1,000	1,000
142	Food Allowance	-	1,000	1,000
	Subtotal	*400,727*	*440,403*	*487,878*
Operating and Maintenance				
210	Supplies	17,116	13,750	5,250
217	Dues and Subscriptions	329	-	-
218	NonCapital Equip and Furniture	2,557	-	-
240	Repair and Maintenance	-	18,636	18,636
246	Liability Insurance	2,771	1,988	3,816
249	Operating Leases and Rentals	2,125	-	-
250	Prof and Contracted Services	127,748	200,000	-
273	Fleet Lease Operating and Mtc	3,016	2,318	2,374
274	Fleet Lease Replacement	5,070	5,070	6,416
	Subtotal	*160,731*	*241,762*	*36,492*
Capital Outlay				
440	Machinery and Equipment	20,702	-	-
	Subtotal	*20,702*	-	-
	SERVICE TOTAL	**$ 582,160**	**$ 682,165**	**$ 524,370**

Budgeted Positions - Longmont Emergency Communications Center

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Communications Specialist	10.000	10.000	10.000
Communications Shift Supervisor	2.000	2.000	1.000
Total	**12.000**	**12.000**	**11.000**

Budget Detail - Longmont Emergency Communications Center

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	628,296	868,552	883,872
121	Overtime Wages	165,702	93,317	97,516
126	RHS Plan	7,756	8,572	8,838
127	FPPA Death and Disability	1,114	-	-
129	Medicare Contribution	10,004	12,514	12,814
131	MOPC	27,911	43,160	44,198
132	Employee Insurance	98,227	124,304	128,164
133	GERP Retirement	74,906	81,141	83,083
134	Police and Fire Retirement	7,810	-	-
135	Compensation Insurance	339	553	541
136	Unemployment Insurance	274	345	-
137	Staff Training and Conference	14,894	11,350	11,350
141	Uniforms and Protective Clothing	350	-	-
	Subtotal	*1,037,582*	*1,243,808*	*1,270,376*
Operating and Maintenance				
210	Supplies	1,213	3,550	3,550
217	Dues and Subscriptions	260	950	950
218	NonCapital Equip and Furniture	2,378	2,960	2,960
229	Materials and Supplies	-	450	450
240	Repair and Maintenance	3,862	3,500	12,000
246	Liability Insurance	1,584	2,130	2,028
269	Other Services and Charges	338	400	400
	Subtotal	*9,634*	*13,940*	*22,338*
Capital Outlay				
440	Machinery and Equipment	-	135,345	135,345
	Subtotal	-	*135,345*	*135,345*
	SERVICE TOTAL	**$ 1,047,216**	**$ 1,393,093**	**$ 1,428,059**

Budget Detail - Outreach

Personal Services		2023 Actual	2024 Budget	2025 Budget
137	Staff Training and Conference	4,025	4,000	4,000
141	Uniforms and Protective Clothing	5,805	3,500	3,500
142	Food Allowance	2,353	2,200	2,200
	Subtotal	*12,183*	*9,700*	*9,700*
Operating and Maintenance				
210	Supplies	3,702	1,125	1,125
218	NonCapital Equip and Furniture	249	1,000	1,000
250	Prof and Contracted Services	677	-	-
264	Printing Copying and Binding	-	1,208	1,208
	Subtotal	*4,627*	*3,333*	*3,333*
	SERVICE TOTAL	**$ 16,810**	**$ 13,033**	**$ 13,033**

Collaborative Services

Overview

	2023 Actual	2024 Budget	2025 Budget
Personal Services	2,362,023	2,564,173	2,490,999
Operating and Maintenance	1,052,492	735,272	685,888
Non-Operating	-	-	-
Capital	410,488	-	13,500
TOTAL	**$ 3,825,003**	**$ 3,299,445**	**$ 3,190,387**

Collaborative Services 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 two sections: Community Services and Internal Services. Community Services includes Case Management Services, the Crisis Outreach Response and Engagement (CORE) Unit, and Victim Services. Internal Services includes Public Safety Recruitment, Hiring, and Promotions (RHP), Public Safety Information and Technology, and Public Safety Records.

Division Goals:

- Responsible Stewardship of our Resources
- Job growth and economic vitality through innovation and collaboration
- Livable centers, corridors and neighborhoods
- Housing, services, amenities and opportunities for all
- A safe, healthy and adaptable community
- A complete, balanced and connected transportation system.

Collaborative Services Administration

Collaborative Services Administration provides operational and administrative support for the areas within the Collaborative Services Division and the Public Safety Department. This support covers various department programs, and the management of department grants, contracts, and intergovernmental agreements.

Additional Goals:

- Ensure the best levels of Public Safety services are available by identifying and securing funding for current and future Public Safety Programs, including Diversion programs (Health and Human Services), Police and Fire Services (Public Safety Services), and OEM Programs (risk minimization to lives and property). Measured by the percentage growth of grant funding.

Case Management Services

Case Management Services is a primary service of the Collaborative Services Division. A team of specially trained peer case managers work to create individualized intervention plans for those referred by police, fire, local hospitals, or Medicaid partners. The collective harm-reduction / person-centered model prioritizes wellness and quality of life for those enrolled, fostering long-term relationships that explicitly avoid judgment or shame. Assistance includes connecting people to mental health care, substance use treatment, and other support services, navigating housing resources, benefit enrollment, employment support, and crisis management.

Case Management Services (continued)

Additional Goals:

- To reduce the number of individuals entering/re-entering the criminal justice system for incidents driven by behavioral health disorders and/or crimes associated with survival/homelessness. Measured by the number of new referrals.
- To improve the health and housing status of diversion program participants while reducing recidivism. Measured by the percentage of diversion program participants with a substance use disorder connected to harm reduction based intensive case management.
- Utilize grant funding to efficiently and effectively support and grow the LEAD and CO-Responder programs responsibly. Measured by the grant funding secured.
- Enhance Public Safety Services to meet the changing needs of the community by offering intensive case management for incidents driven by behavioral health disorders and/or crimes associated with survival/homelessness. Measured by the number of new referrals.
- Address the root causes of incidents driven by behavioral health disorders and/or crimes associated with survival/homelessness to help ensure Longmont is a desirable place to live, work and play individuals. Measure by the number of new referrals.

Crisis Outreach Response and Engagement (CORE)

The Crisis, Outreach, Response and Engagement (CORE) unit is a primary service function of the Collaborative Services Division. This specialized co-responder unit is comprised of specially trained police officers, behavioral health clinicians, and paramedics who respond to behavioral health calls for service and apply their specialized skill sets to provide triage and assessment, de-escalate crisis conditions, manage field clearances, and divert individuals with behavioral health conditions from the justice system and the emergency room - redirecting them to appropriate treatment destinations. The goal of this program is to produce a dynamic, flexible response model for mental health crisis calls that brings the right resources sooner, identifies the dominant issue quickly, and takes the individual to the appropriate destination the first time while providing a robust case management and outreach system. This unit of skilled, dedicated professionals focuses on building relationships with participants while working to help people improve their quality of life.

Additional Goals:

- To reduce the number of individuals entering/re-entering the criminal justice system for incidents driven by behavioral health disorders and/or crimes associated with survival/homelessness. Measured by the number of new referrals.
- Ensure the residents of Longmont have access to crisis health service programs (CORE/Community Health) 24/7. Measured by number of fully staffed CORE teams. Target is 6 full CORE Teams by 2027.
- Utilize grant funding to efficiently and effectively support and grow the LEAD and CO-Responder programs responsibly. Measured by the grant funding secured.
- Enhance Public Safety Services to meet the changing needs of the community by offering co-response models for incidents driven by behavioral health disorders. Measured by the number of new referrals.
- Address the root causes of incidents driven by behavioral health disorders and/or crimes associated with survival/homelessness to help ensure Longmont is a desirable place to live, work and play individuals. Measured by the number of new referrals.

Collaborative Services

Longmont Ending Violence Initiative (LEVI)

The Longmont Ending Violence Initiative (LEVI) is encompassed within Victim Services and works to combat the problem of domestic violence in Longmont through prevention, education, and victim assistance. LEVI staff conduct domestic violence/ teen dating violence presentations, coordinate annual informational campaigns, and help connect victims to related services.

Additional Goal:

- Domestic Violence prevention through education and awareness. Measured by the number of presentations/ trainings conducted annually.

Victim Services

The Victim Services unit is a primary service of the Collaborative Services Division. This unit provides 24/7 on -scene response for victims of crime and/or traumatic events. Staff and volunteer victim advocates help victims and witnesses by providing crisis intervention, follow-up, resources, referrals, advocacy, and practical help. In addition, the Victim Services unit recruits and manages a team of local volunteer Victim Advocates and provides training for Police and Fire staff.

Additional Goal:

- Conduct advocacy and case management to ensure Longmont crime victims have support and access to services. Help victims of crimes connect to available social, health, and human services. Measured by the number of victims serviced.

Public Safety Recruitment, Hiring, and Promotions (RHP)

The Recruitment, Hiring, and Promotions (RHP) unit is a primary service function of the Collaborative Services Division. This unit is responsible for recruiting the most qualified candidates to fill open Public Safety positions to ensure the department has a diverse and skilled workforce. RHP also oversees and administers all new hire, promotional, and selection processes for the department.

Additional Goals:

- Maintain the Department of Public Safety staffing levels to ensure proactive, reactive, and coactive services are provided that meet the needs of the community. Measured annually by percentage of positions filled for sworn Police, sworn Fire and Support Staff.
- Partner with regional police/ fire academies, colleges, and other entities to perform targeted recruitment to attract the best qualified applicants for public safety. Measured by the number of recruiting events attended. Target is 8 events per year.

Public Safety Information Technology

Public Safety Information and Technology (IT) is a primary service function of the Collaborative Services Division. Public Safety IT supports the strategic planning, acquisition, implementation, and maintenance of technology for Public Safety. This includes providing technical support and maintenance for existing infrastructure, hardware, and applications for the Safety and Justice Center, fire stations, police substations, and all police and fire vehicles. Public Safety IT also ensures that the technology and security are aligned with the needs and standards of Public Safety's operations and services.

Public Safety Information Technology (continued)

Additional Goals:

- Utilize technology (traffic cameras, radars, red light cameras, etc.) to enhance safety of the community and transportation system. Measured by number of devices utilized.
- Provide planning, organizing and technical support for Public Safety in support of the Smart Technology Enhancing Productivity and Safety (S.T.E.P.S) Project to provide proactive, reactive, and coactive public safety services, enhance public infrastructure, and help ensure access for all residents. Measured by number of cameras installed.

Public Safety Records

The Public Safety Records unit is a primary service function of Collaborative Services. This unit is the central point of contact for matters relating to the maintenance, release, dissemination, accuracy, and retention of criminal justice and fire records in compliance with local, state, and federal laws. Public Safety Records personnel process public requests for information which include criminal history records, police and fire incident reports, medical records, accident reports, address activity reports, and sex offender registration lists. Personnel also enter and update criminal justice record information and ensure compliance with court orders to seal or expunge records.

Additional Goal:

- Prepare and successfully migrate to a new Records Management System to improve the effectiveness and efficiency of public safety related records and their accessibility to the public. Measured by the successful implementation of a new system.

Budgeted Positions - Collaborative Services Administration

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Assistant Police Chief	0.350	0.000	0.000
Assistant Fire Chief	0.000	0.650	0.650
CSO Property and Evidence Custodian	1.000	1.000	0.000
Total	**1.350**	**1.650**	**0.650**

Budget Detail - Collaborative Services Administration

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	3,964	109,787	111,961
121	Overtime Wages	-	33	33
126	RHS Plan	40	260	17,189
127	FPPA Death and Disability	-	1,976	3,275
129	Medicare Contribution	49	1,592	1,623
131	MOPC	198	-	-
132	Employee Insurance	734	15,213	16,234
133	GERP Retirement	5,716	-	-
134	Police and Fire Retirement	-	12,022	11,868
135	Compensation Insurance	-	46	38
136	Unemployment Insurance	40	42	-
137	Staff Training and Conference	1,820	4,000	4,000
	Subtotal	*12,561*	*144,971*	*166,221*
Operating and Maintenance				
210	Supplies	331	1,500	1,500
218	NonCapital Equip and Furniture	12,399	48,000	8,000
240	Repair and Maintenance	-	29,750	-
246	Liability Insurance	-	279	232
249	Operating Leases and Rentals	4,708	43,730	54,730
250	Prof and Contracted Services	-	76,000	-
253	Software	-	-	76,000
261	Telephone Charges	116,729	122,201	122,201
264	Printing Copying and Binding	2,432	6,940	6,940
273	Fleet Lease Operating and Mtc	-	4,565	2,805
274	Fleet Lease Replacement	-	10,720	10,720
	Subtotal	*136,600*	*343,685*	*283,128*
	SERVICE TOTAL	**$ 149,160**	**$ 488,656**	**$ 449,349**

Budgeted Positions - Case Management Services

Budgeted Positions:	2023 Budget	2024 Budget	2025 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**

Budget Detail - Case Management Services

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	448,761	214,854	221,247
112	Temporary Wages	18,770	-	-
121	Overtime Wages	2,421	5,624	5,850
126	RHS Plan	2,000	1,200	1,200
128	FICA	1,164	-	-
129	Medicare Contribution	5,960	3,116	3,208
131	MOPC	28,150	10,742	11,062
132	Employee Insurance	55,432	29,773	31,821
133	GERP Retirement	40,936	20,195	20,797
135	Compensation Insurance	1,248	3,608	3,650
136	Unemployment Insurance	165	81	-
137	Staff Training and Conference	12,110	-	-
	Subtotal	*617,118*	*289,193*	*298,835*
Operating and Maintenance				
210	Supplies	48,448	-	-
217	Dues and Subscriptions	33	-	-
218	NonCapital Equip and Furniture	1,152	-	-
240	Repair and Maintenance	31	-	-
246	Liability Insurance	3,182	2,779	7,684
249	Operating Leases and Rentals	63,873	-	-
250	Prof and Contracted Services	10,100	-	-
260	Utilities	2,312	-	-
264	Printing Copying and Binding	284	-	-
269	Other Services and Charges	4,324	-	-
273	Fleet Lease Operating and Mtc	21,200	11,369	37,842
	Subtotal	*154,940*	*14,148*	*45,526*
	SERVICE TOTAL	**$ 772,057**	**$ 303,341**	**$ 344,361**

Budgeted Positions - Crisis, Outreach, Response and Engagement (CORE)

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Police Sergeant	1.000	1.000	1.000
Master Police Officer	1.000	1.000	0.000
Police Officer	2.000	3.000	2.000
Supervising Clinician	1.000	0.000	0.000
Clinician III	2.000	3.000	3.000
Paramedic	2.000	2.000	1.000
Total	**9.000**	**10.000**	**7.000**

Budget Detail - Crisis, Outreach, Response and Engagement (CORE)

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	685,441	874,845	739,137
112	Temporary Wages	20,139	-	-
121	Overtime Wages	52,964	11,249	11,755
126	RHS Plan	5,429	6,623	37,968
127	FPPA Death and Disability	5,066	8,318	10,979
128	FICA	1,249	-	-
129	Medicare Contribution	9,197	12,686	10,718
131	MOPC	19,421	20,637	18,190
132	Employee Insurance	101,880	124,196	107,175
133	GERP Retirement	45,480	38,795	34,199
134	Police and Fire Retirement	36,130	51,573	45,414
135	Compensation Insurance	5,875	22,340	22,200
136	Unemployment Insurance	384	341	-
137	Staff Training and Conference	41,241	18,500	18,500
141	Uniforms Protective Clothing	8,932	4,500	4,500
	Subtotal	*1,038,829*	*1,194,603*	*1,060,735*
Operating and Maintenance				
210	Supplies	19,151	2,540	2,540
217	Dues and Subscriptions	41	500	500
218	NonCapital Equip and Furniture	19,555	2,600	2,600
246	Liability Insurance	1,698	2,011	4,933
249	Operating Leases and Rentals	14,800	-	-
250	Prof and Contracted Services	213,741	-	-
264	Printing Copying and Binding	150	635	635
269	Other Services and Charges	2,520	-	-
273	Fleet Lease Operating and Mtc	21,145	26,369	45,627
274	Fleet Lease Replacement	56,387	54,745	54,745
	Subtotal	*349,188*	*89,400*	*111,580*
Capital Outlay				
440	Machinery and Equipment	34,598	-	-
	Subtotal	*34,598*	-	-
	SERVICE TOTAL	**$ 1,422,616**	**$ 1,284,003**	**$ 1,172,315**

Budget Detail—Longmont Ending Violence Initiative (LEVI)

Personal Services		2023 Actual	2024 Budget	2025 Budget
112	Temporary Wages	31,476	35,000	35,000
128	FICA	1,952	2,170	2,170
129	Medicare Contribution	456	508	508
135	Compensation Insurance	13	-	-
137	Staff Training and Conference	2,232	-	-
	Subtotal	*36,129*	*37,678*	*37,678*
Operating and Maintenance				
210	Supplies	1,685	-	-
246	Liability Insurance	-	-	74
250	Prof and Contracted Services	(269)	-	-
	Subtotal	*1,416*	-	*74*
	SERVICE TOTAL	**$ 37,545**	**$ 37,678**	**$ 37,752**

Budgeted Positions—Victim Services

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Victim Service Manager	1.000	1.000	1.000
Outreach Victim's Advocate	2.000	3.000	3.000
Total	**3.000**	**4.000**	**4.000**

Budget Detail—Victim Services

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	219,200	310,535	316,556
112	Temporary Wages	34	-	-
121	Overtime Wages	12,967	20,815	21,648
126	RHS Plan	400	1,600	1,600
128	FICA	2	-	-
129	Medicare Contribution	2,912	4,502	4,590
131	MOPC	10,865	15,528	15,827
132	Employee Insurance	29,192	42,033	44,857
133	GERP Retirement	19,572	29,191	29,757
135	Compensation Insurance	1,423	2,433	2,832
136	Unemployment Insurance	74	115	-
137	Staff Training and Conference	3,828	3,500	3,500
141	Uniforms Protective Clothing	627	3,000	3,000
	Subtotal	*301,097*	*433,252*	*444,167*
Operating and Maintenance				
210	Supplies	1,848	4,011	4,011
216	Reference Books and Materials	73	-	-
217	Dues and Subscriptions	1,658	750	550
218	Non Capital Furniture and Equipment	163	2,500	2,500
240	Repair and Maintenance	-	2,000	-
245	Mileage Allowance	-	2,000	2,000
246	Liability Insurance	3,154	759	3,143
253	Software	-	-	2,900
264	Printing and Copying	54	2,000	2,000
273	Fleet Lease Operating and Mtc	3,801	4,408	5,503
	Subtotal	*10,751*	*18,428*	*22,607*
	SERVICE TOTAL	**$ 311,848**	**$ 451,680**	**$ 466,774**

Budget Detail - Recruitment, Hiring, and Promotion

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	1,713	-	-
121	Overtime Wages	18,977	-	-
126	RHS Plan	17	-	-
127	FPPA Death and Disability	29	-	-
129	Medicare Contribution	295	-	-
134	Police and Fire Retirement	219	-	-
135	Compensation Insurance	37	-	-
137	Staff Training and Conference	39,812	110,850	110,850
	Subtotal	*61,100*	*110,850*	*110,850*
Operating and Maintenance				
246	Liability Insurance	211	-	-
	Subtotal	*211*	-	-
	SERVICE TOTAL	**$ 61,311**	**$ 110,850**	**$ 110,850**

Budgeted Positions - Information Technology

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Technical Functional Analyst	1.000	1.000	1.000
Total	**1.000**	**1.000**	**1.000**

Budget Detail - Information Technology

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	61,776	116,031	121,437
121	Overtime Wages	36,891	19,506	20,288
126	RHS Plan	132	400	400
129	Medicare Contribution	1,324	1,682	1,761
131	MOPC	3,089	5,802	6,072
132	Employee Insurance	5,506	16,078	17,608
133	GERP Retirement	9,337	10,907	11,415
135	Compensation Insurance	60	47	47
136	Unemployment Insurance	34	40	-
	Subtotal	*118,149*	*170,493*	*179,028*
Operating and Maintenance				
210	Supplies	6,676	13,563	5,045
218	Non Capital Equipment and Furniture	120,739	75,252	109,408
240	Repair and Maintenance	198,235	85,691	12,700
246	Liability Insurance	336	283	286
243	Supplies	-	150	150
250	Prof and Contracted Services	61,037	90,000	-
253	Software	-	-	90,726
261	Telephone Charges	258	-	-
	Subtotal	*387,282*	*264,939*	*218,315*
Capital Outlay				
440	Machinery and Equipment	5,600	-	13,500
	Subtotal	*5,600*	*-*	*13,500*
	SERVICE TOTAL	**$ 511,031**	**$ 435,432**	**$ 410,843**

Budgeted Positions - Records

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Digital Media Records Evidence Technician	1.000	2.000	2.000
Total	**1.000**	**2.000**	**2.000**

Budget Detail - Records

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	126,284	137,426	144,612
121	Overtime Wages	341	3,982	4,141
126	RHS Plan	8,569	800	800
129	Medicare Contribution	1,542	1,992	2,096
131	MOPC	5,956	6,872	7,230
132	Employee Insurance	20,111	19,044	20,968
133	GERP Retirement	12,292	12,918	13,594
135	Compensation Insurance	22	47	44
136	Unemployment Insurance	43	52	-
142	Food Allowance	1,880	-	-
	Subtotal	*177,041*	*183,133*	*193,485*
Operating and Maintenance				
218	NonCapital Equip and Furniture	11,978	4,360	4,360
246	Liability Insurance	126	312	298
	Subtotal	*12,104*	*4,672*	*4,658*
Capital Outlay				
440	Machinery and Equipment	370,290	-	-
	Subtotal	*370,290*	-	-
	SERVICE TOTAL	**$ 559,435**	**$ 187,805**	**$ 198,143**

Fire Services

Overview

	2023 Actual	2024 Budget	2025 Budget
Personal Services	2,520,935	3,188,556	3,744,322
Operating and Maintenance	489,385	506,565	460,972
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	**$ 3,010,320**	**$ 3,695,121**	**$ 4,205,294**

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.

Goals:

- Responsible Stewardship of our Resources
- Job growth and economic vitality through innovation and collaboration
- Livable centers, corridors and neighborhoods
- Housing, services, amenities and opportunities for all
- A safe, healthy and adaptable community
- A complete, balanced and connected transportation system

Fire Administration

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.

Fire Training

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.

Fire Codes and Planning

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.

Fire Codes and Planning (continued)

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).

Fire Suppression

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.

Budget Detail - Fire Administration

Personal Services		2023 Actual	2024 Budget	2025 Budget
121	Overtime Wages	3,789	8,007	8,368
129	Medicare Contribution	55	-	-
135	Compensation Insurance	27	80	75
	Subtotal	*3,871*	*8,087*	*8,443*
Operating and Maintenance				
210	Supplies	1,601	-	-
218	NonCapital Equip and Furniture	1,610	5,500	5,500
246	Liability Insurance	15	18	17
250	Prof and Contracted Services	35,531	35,531	35,531
273	Fleet Lease Operating and Mtc	55,195	49,849	33,330
274	Fleet Lease Replacement	41,882	41,882	41,092
	Subtotal	*135,834*	*132,780*	*115,470*
	SERVICE TOTAL	**$ 139,704**	**$ 140,867**	**$ 123,913**

Budget Detail - Fire Training

Personal Services		2023 Actual	2024 Budget	2025 Budget
121	Overtime Wages	-	6,217	6,497
135	Compensation Insurance	67	56	53
137	Staff Training and Conference	28,425	51,000	26,000
	Subtotal	*28,492*	*57,273*	*32,550*
Operating and Maintenance				
210	Supplies	67	2,000	2,000
246	Liability Insurance	12	14	13
250	Prof and Contracted Services	-	19,250	-
	Subtotal	*79*	*21,264*	*2,013*
	SERVICE TOTAL	**$ 28,572**	**$ 78,537**	**$ 34,563**

Budgeted Positions - Fire Codes and Planning

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Fire Protection Engineer	1.000	1.000	1.000
Total	**1.000**	**1.000**	**1.000**

Budget Detail - Fire Codes and Planning

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	104,812	105,481	107,569
121	Overtime Wages	564	522	545
126	RHS Plan	400	400	400
129	Medicare Contribution	1,265	1,529	1,560
131	MOPC	5,241	5,274	5,378
132	Employee Insurance	15,120	15,295	15,598
133	GERP Retirement	9,442	9,915	10,111
135	Compensation Insurance	618	535	510
136	Unemployment Insurance	33	42	-
	Subtotal	*137,495*	*138,993*	*141,671*
Operating and Maintenance				
217	Dues and Subscriptions	-	1,000	1,000
218	NonCapital Equip and Furniture	-	500	500
240	Repair and Maintenance	-	762	-
246	Liability Insurance	197	234	223
253	Software	-	-	762
	Subtotal	*197*	*2,496*	*2,485*
	SERVICE TOTAL	**$ 137,692**	**$ 141,489**	**$ 144,156**

Budgeted Positions - Fire Suppression

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Fire Captain	1.000	1.000	0.000
Fire Captain/Paramedic	0.000	0.000	1.000
Fire Lieutenant	2.000	5.000	5.000
Firefighter/Paramedic/Engineer	1.000	0.000	1.000
Firefighter/Paramedic	4.000	5.000	7.000
Firefighter/Engineer	1.000	2.000	1.000
Firefighter	10.000	9.000	5.000
Total	**19.000**	**22.000**	**20.000**

Budget Detail - Fire Suppression

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	1,634,737	2,135,139	2,418,611
121	Overtime Wages	147,240	134,423	140,472
126	RHS Plan	20,009	21,352	215,856
127	FPPA Death and Disability	28,456	35,836	67,598
129	Medicare Contribution	22,079	30,962	34,897
132	Employee Insurance	244,008	309,596	348,957
134	Police and Fire Retirement	209,128	242,264	278,701
135	Compensation Insurance	20,734	21,474	22,266
136	Unemployment Insurance	607	857	-
137	Staff Training and Conference	10,106	16,000	16,000
141	Uniforms Protective Clothing	13,972	35,000	17,000
142	Food Allowance	-	1,300	1,300
	Subtotal	*2,351,077*	*2,984,203*	*3,561,658*
Operating and Maintenance				
210	Supplies	11,681	7,500	5,000
217	Dues and Subscriptions	25	1,700	1,700
218	NonCapital Equip and Furniture	30,985	54,000	54,000
240	Repair and Maintenance	24,888	15,000	15,000
246	Liability Insurance	9,286	10,030	10,415
247	Safety Expenses	92,472	58,700	58,700
250	Prof and Contracted Services	4,383	3,000	3,000
253	Software	-	-	2,500
273	Fleet Lease Operating and Mtc	20,023	47,962	45,811
274	Fleet Lease Replacement	159,533	152,133	144,878
	Subtotal	*353,275*	*350,025*	*341,004*
	SERVICE TOTAL	**$ 2,704,352**	**$ 3,334,228**	**$ 3,902,662**

Police Services

Overview

	2023 Actual	2024 Budget	2025 Budget
Personal Services	6,579,668	7,462,834	8,414,943
Operating and Maintenance	1,486,250	2,010,710	1,936,234
Non-Operating	-	-	-
Capital	129,781	162,854	91,377
TOTAL	**$ 8,195,699**	**$ 9,636,398**	**$ 10,442,554**

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." The Police Services Division includes the budget services below:

- Police Administration
- Patrol Operations
- K9 Unit
- Animal Control
- Traffic Unit
- Police Training
- Firing Range
- Detectives Operations
- Special Investigations Unit
- School Resource Officers
- SWAT Team/Bomb Squad

Goals:

- Responsible Stewardship of our Resources
- Job growth and economic vitality through innovation and collaboration
- Livable centers, corridors and neighborhoods
- Housing, services, amenities and opportunities for all
- A safe, healthy and adaptable community
- A complete, balanced and connected transportation system

Police Administration

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, arresting those responsible for breaking the law and supporting partner agencies during with major critical incidents. The Police Administration service provides direction to other services throughout the Police Services Division.

Police Services

Patrol Operations

Patrol Operations 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.

K-9 Unit

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 service 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.

Animal Control

The Animal Control Unit is a primary service function of the Special Operations Section. Animal Control handles calls for service concerning domestic animals and wildlife. This is accomplished through conducting investigations, enforcing municipal ordinances and state statutes relating to animals, pet licensing, education, mediation, and working with pet owners to resolve problems. Animal Control serves as the department's liaison to DocuPet, our pet licensing service, the Longmont Humane Society, the Boulder County Health Department, the Colorado Division of Wildlife, the Colorado Brand Board, animal refuge centers, and local veterinarians.

Traffic Unit

The Traffic Unit is a primary service function of the Patrol Services. 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.

Police Services

Police Training

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 Services Division personnel.

Firing Range

This service provides a multidimensional training facility for training officers of the Longmont Department of Public Safety and the Boulder County Sheriff's Office. The range is also available to lease at a contract rate to other law enforcement agencies, and there is a civilian option, allowing civilians to have fee access to the range for recreational shooting.

Detectives

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 four distinct units (Persons Crimes, Property Crimes, General Investigations, Special Investigations and School Resource Officers):

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. This unit also provides members to the Boulder County Forensic Lab (computer forensic services).

The Property Crimes Unit is responsible for investigating crimes committed against property, including burglary, trespass, auto theft, criminal mischief, theft, and arson. Fraud and forgery cases are investigated out of this unit, as well.

The General Investigations Unit is responsible for Domestic Violence investigations, crime scene investigation services, and property and evidence management. This unit also has CSO Detectives within the team and they handle all quarterly and annual sex offender registrations, and investigations and missing persons investigations. The CSO work with and support all Detectives during major cases.

The Special Investigations Unit is responsible primarily for investigating vice, narcotic and gang crimes and is generally responsible for any other covert investigations as assigned by the department.

Special Investigations Unit

The Special Investigations Unit (SIU) is a primary service function of the Detective Operations Section. SEU is responsible for investigating vice, narcotic and gang crimes and conducting covert investigations as assigned by the department. SIU also provides investigative support to all Police Services sections, units and teams. SIU also collects and analyzes criminal intelligence information and is responsible for all asset forfeiture cases.

School Resource Officers

The School Resource Officer Unit is a primary service function of the Special Operations Division. Its primary functions and responsibilities are:

- Safe schools – promoting a safe environment in school settings through crime and disorder prevention, reducing illegal drug and alcohol use, and encouraging responsible motor vehicle operation, all of which is accomplished through investigations, restorative justice, mediation and the enforcement of statutes, ordinances, and school policies.
- Education programs – promotion and coordination of safety and awareness programs for students and staff.
- Prevention programs – school programs to enhance positive decision-making skills and deter substance use and abuse.

SWAT Team and Bomb Squad

The Special Weapons and Tactics (SWAT) Team and Bomb Squad are a collateral service function of Police Services and Fire Services. The SWAT Team is composed of tactical officers, negotiators, medics and dispatchers from Police Services, Fire Services, the Longmont Emergency Communications Center and officers from the Frederick Police Department and Mead Police Department. The Bomb Technicians are officer or fire fighter and are assigned to the Boulder County Regional Bomb Squad.

SWAT Team and Bomb Squad members are on call to provide assistance to any division, section or unit within the Longmont Department of Public Safety, the Frederick Police Department and Mead Police Department. From time to time, the team is also requested by other outside agencies to assist them with critical incidents, VIP operations and wildland fire evacuations.

The types of incidents the team provides assistance with include, but are not limited to, armed barricaded suspects, hostage situations, service of high-risk and unknown-risk search and arrest warrants, sniper incidents, active harmer events, 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-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.

Budgeted Positions - Police Administration

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Administrative Assistant	1.000	1.000	1.000
Total	**1.000**	**1.000**	**1.000**

Budget Detail - Police Administration

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	55,807	59,468	62,937
122	Longevity Compensation	-	2,520	2,580
126	RHS Plan	719	400	400
131	MOPC	2,760	2,973	3,147
132	Employee Insurance	6,743	8,240	9,126
133	GERP Retirement	5,276	5,590	5,916
135	Compensation Insurance	-	534	508
136	Unemployment Insurance	19	23	-
142	Food Allowance	-	-	500
	Subtotal	*71,324*	*79,748*	*85,114*
Operating and Maintenance				
246	Liability Insurance	-	131	125
261	Telephone Charges	411	-	-
	Subtotal	*411*	*131*	*125*
	SERVICE TOTAL	**$ 71,735**	**$ 79,879**	**$ 85,239**

Budgeted Positions - Patrol

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Police Sergeant	1.000	1.000	1.000
Master Police Officer	1.000	2.000	4.000
Police Officer	17.000	21.000	20.000
Total	**19.000**	**24.000**	**25.000**

Budget Detail - Patrol

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	2,102,362	2,485,848	2,703,269
121	Overtime Wages	93,167	103,560	144,525
126	RHS Plan	21,039	23,793	115,906
127	FPPA Death and Disability	37,389	42,637	79,075
128	FICA	75	-	-
129	Medicare Contribution	26,020	34,495	39,199
132	Employee Insurance	272,798	344,684	391,979
134	Police and Fire Retirement	244,341	283,678	304,954
135	Compensation Insurance	23,448	27,271	48,550
136	Unemployment Insurance	600	953	-
137	Staff Training and Conference	38,262	35,700	35,700
141	Uniforms Protective Clothing	152,975	55,150	132,320
142	Food Allowance	-	-	1,500
	Subtotal	*3,012,478*	*3,437,769*	*3,996,977*
Operating and Maintenance				
210	Supplies	3,846	3,550	7,050
216	Reference Books and Materials	131	1,580	1,580
218	NonCapital Equip and Furniture	132,534	74,698	74,698
240	Repair and Maintenance	25,789	8,736	8,736
246	Liability Insurance	5,686	16,570	20,908
247	Safety Expenses	108	35	35
248	Lease Purchase Installment	180,061	589,034	601,034
250	Prof and Contracted Services	81,040	-	-
264	Printing Copying and Binding	1,516	1,670	1,670
269	Other Services and Charges	10,991	-	-
273	Fleet Lease Operating and Mtc	119,912	141,007	184,105
274	Fleet Lease Replacement	156,401	157,991	80,900
	Subtotal	*718,016*	*994,871*	*980,716*
Capital Outlay				
432	Vehicles	-	87,854	91,377
	Subtotal	*-*	*87,854*	*91,377*
	SERVICE TOTAL	**$ 3,730,494**	**$ 4,520,494**	**$ 5,069,070**

Budget Detail—K-9 Unit

Personal Services		2023 Actual	2024 Budget	2025 Budget
137	Staff Training and Conference	1,844	1,000	6,700
	Subtotal	*1,844*	*1,000*	*6,700*
Operating and Maintenance				
210	Supplies	4,997	4,000	6,700
217	Dues and Subscriptions	1,075	1,200	1,700
218	NonCapital Equip and Furniture	1,016	2,000	19,100
250	Prof and Contracted Services	6,001	6,800	6,800
	Subtotal	*13,089*	*14,000*	*34,300*
	SERVICE TOTAL	**$ 14,932**	**$ 15,000**	**$ 41,000**

Budgeted Positions - Animal Control

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
CSO Animal Control	1.000	1.000	1.000
Total	**1.000**	**1.000**	**1.000**

Budget Detail - Animal Control

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	66,651	62,551	70,860
121	Overtime Wages	132	1,790	2,187
126	RHS Plan	667	603	709
129	Medicare Contribution	814	875	1,027
131	MOPC	3,332	3,017	3,543
132	Employee Insurance	8,966	8,748	10,275
133	GERP Retirement	6,004	5,671	6,661
135	Compensation Insurance	578	578	550
136	Unemployment Insurance	20	24	-
137	Staff Training and Conference	95	500	500
141	Uniforms Protective Clothing	400	765	765
	Subtotal	*87,658*	*85,122*	*97,077*
Operating and Maintenance				
210	Supplies	82	50	50
218	NonCapital Equip and Furniture	-	100	100
246	Liability Insurance	118	142	575
273	Fleet Lease Operating and Mtc	1,416	-	7,526
274	Fleet Lease Replacement	12,419	-	-
	Subtotal	*14,035*	*292*	*8,251*
	SERVICE TOTAL	**$ 101,694**	**$ 85,414**	**$ 105,328**

Budgeted Positions - Traffic Unit

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Master Police Officer	1.000	0.000	0.000
Police Officer	0.000	1.000	0.000
CSO Field Investigator	1.000	1.000	1.000
Total	**2.000**	**2.000**	**1.000**

Budget Detail - Traffic Unit

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	34,059	139,921	69,840
121	Overtime Wages	733	4,477	4,678
126	RHS Plan	341	1,363	698
127	FPPA Death and Disability	-	1,322	-
129	Medicare Contribution	445	1,976	1,013
131	MOPC	1,703	3,140	3,492
132	Employee Insurance	356	19,757	10,127
133	GERP Retirement	5,716	5,903	6,565
134	Police and Fire Retirement	-	7,418	-
135	Compensation Insurance	1,618	2,292	1,945
136	Unemployment Insurance	55	54	-
137	Staff Training and Conference	2,024	1,930	1,930
141	Uniforms Protective Clothing	871	1,530	1,530
	Subtotal	*47,920*	*191,083*	*101,818*
Operating and Maintenance				
210	Supplies	20	80	80
216	Reference Books and Materials	762	-	-
217	Dues and Subscriptions	125	-	-
218	NonCapital Equip and Furniture	9,486	-	-
240	Repair and Maintenance	1,081	4,500	3,500
246	Liability Insurance	329	393	2,683
253	Software	4,916	-	1,000
269	Other Services and Charges	-	1,000	1,000
273	Fleet Lease Operating and Mtc	4,203	-	-
274	Fleet Lease Replacement	11,446	6,796	-
	Subtotal	*32,367*	*12,769*	*8,263*
	SERVICE TOTAL	**$ 80,288**	**$ 203,852**	**$ 110,081**

Budget Detail - Police Training

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	74,073	66,371	66,612
121	Overtime Wages	225,409	112,818	114,824
126	RHS Plan	828	653	666
127	FPPA Death and Disability	348	-	-
129	Medicare Contribution	4,160	947	966
131	MOPC	2,686	-	3,331
132	Employee Insurance	-	9,472	9,659
133	GERP Retirement	4,840	-	6,262
134	Police and Fire Retirement	2,409	9,407	-
135	Compensation Insurance	-	2,985	1,531
136	Unemployment Insurance	-	26	-
137	Staff Training and Conference	51,683	77,400	77,400
141	Uniforms Protective Clothing	393	-	-
142	Food Allowance	38	-	-
	Subtotal	*366,867*	*280,079*	*281,251*
Operating and Maintenance				
210	Supplies	56,300	58,315	58,315
217	Dues and Subscriptions	130	-	-
218	NonCapital Equip and Furniture	1,585	4,946	4,946
229	Materials and Supplies	-	40,000	40,000
240	Repair and Maintenance	42	180	180
246	Liability Insurance	-	734	378
247	Safety Expenses	-	725	725
	Subtotal	*58,057*	*104,900*	*104,544*
	SERVICE TOTAL	**$ 424,924**	**$ 384,979**	**$ 385,795**

Budgeted Positions—Firing Range

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
CSO Property and Evidence Custodian	0.000	0.000	1.000
Police Officer	0.000	1.000	0.000
Range Coordinator	1.000	0.000	0.000
Total	**1.000**	**1.000**	**1.000**

Budget Detail - Firing Range

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	-	73,457	-
112	Temporary Wages	69,389	86,750	86,750
121	Overtime Wages	17	36,214	1,630
126	RHS Plan	-	735	-
127	FPPA Death and Disability	-	1,322	-
128	FICA	4,303	5,379	5,379
129	Medicare Contribution	1,006	2,323	1,258
132	Employee Insurance	-	10,651	-
133	GERP Retirement	8,063	-	-
134	Police and Fire Retirement	-	7,419	-
135	Compensation Insurance	6,858	-	1,679
136	Unemployment Insurance	30	29	-
141	Uniforms Protective Clothing	-	2,600	2,600
142	Food Allowance	1,976	3,000	1,000
	Subtotal	*91,643*	*229,879*	*100,296*
Operating and Maintenance				
210	Supplies	3,872	4,500	4,500
218	NonCapital Equip and Furniture	5,789	29,000	9,000
240	Repair and Maintenance	26,801	55,355	55,355
246	Liability Insurance	443	201	3,025
247	Safety Expenses	1,649	7,000	7,000
250	Prof and Contracted Services	118,983	222,845	222,845
260	Utilities	41,801	37,075	37,075
269	Other Services and Charges	2,562	2,500	2,500
273	Fleet Lease Operating and Mtc	2,690	1,039	6,178
274	Fleet Lease Replacement	393	414	415
	Subtotal	*204,983*	*359,929*	*347,893*
	SERVICE TOTAL	**$ 296,626**	**$ 589,808**	**$ 448,189**

Budgeted Positions - Detectives

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Police Sergeant	1.000	1.000	1.000
Master Police Officer	2.000	1.000	1.000
Police Officer	6.000	1.000	1.000
CSO Detectives	3.000	3.000	2.000
CSO Crime Scene Investigator	1.000	1.000	1.000
Total	**13.000**	**7.000**	**6.000**

Budget Detail - Detectives

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	557,524	627,804	604,164
121	Overtime Wages	44,019	91,100	92,649
122	Longevity Compensation	2,460	-	-
126	RHS Plan	14,295	6,225	73,928
127	FPPA Death and Disability	5,635	6,225	11,146
129	Medicare Contribution	7,434	9,036	8,761
131	MOPC	10,908	13,863	11,067
132	Employee Insurance	79,219	89,735	87,344
133	GERP Retirement	24,256	26,064	20,806
134	Police and Fire Retirement	45,411	45,111	46,202
135	Compensation Insurance	15,605	19,610	6,474
136	Unemployment Insurance	376	247	-
137	Staff Training and Conference	30,430	28,450	28,450
141	Uniforms Protective Clothing	4,727	7,400	7,400
142	Food Allowance	-	800	800
	Subtotal	*842,299*	*971,670*	*999,191*
Operating and Maintenance				
210	Supplies	2,190	15,230	15,230
216	Reference Books and Materials	166	340	340
217	Dues and Subscriptions	8,847	11,963	5,338
218	NonCapital Equip and Furniture	6,159	4,662	4,662
240	Repair and Maintenance	3,435	-	-
246	Liability Insurance	6,019	7,245	6,979
250	Prof and Contracted Services	26,442	77,477	77,477
253	Software	-	-	6,625
258	Investigative Expenses	12,804	8,750	8,750
261	Telephone Charges	25	-	-
264	Printing Copying and Binding	89	460	460
273	Fleet Lease Operating and Mtc	19,837	17,582	29,000
274	Fleet Lease Replacement	35,473	47,136	6,174
	Subtotal	*121,486*	*190,845*	*161,035*
Capital Outlay				
432	Vehicles	114,877	-	-
	Subtotal	*114,877*	-	-
	SERVICE TOTAL	**$ 1,078,662**	**$ 1,162,515**	**$ 1,160,226**

Budgeted Positions - Special Investigations Unit

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Police Sergeant	1.000	1.000	1.000
Master Police Officer	6.000	5.000	4.000
Police Officer	1.000	2.000	1.000
CSO Detective	0.000	0.000	1.000
Total	**8.000**	**8.000**	**7.000**

Budget Detail - Special Investigations Unit

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	674,388	818,189	811,692
121	Overtime Wages	131,613	89,757	91,283
126	RHS Plan	12,159	8,184	65,157
127	FPPA Death and Disability	8,318	12,795	21,649
129	Medicare Contribution	10,007	11,864	11,761
131	MOPC	1,015	-	3,661
132	Employee Insurance	122,463	118,638	117,435
133	GERP Retirement	1,833	-	6,591
134	Police and Fire Retirement	75,583	88,023	87,723
135	Compensation Insurance	54,675	55,013	27,643
136	Unemployment Insurance	270	327	-
137	Staff Training and Conference	8,189	4,500	4,500
141	Uniforms Protective Clothing	4,728	6,675	6,675
	Subtotal	*1,105,240*	*1,213,965*	*1,255,770*
Operating and Maintenance				
210	Supplies	439	2,850	2,850
218	NonCapital Equip and Furniture	1,023	1,100	1,100
240	Equipment Repair and Maintenance	49	-	-
246	Liability Insurance	5,108	39,174	29,354
258	Investigative Expenses	2,526	4,995	4,995
273	Fleet Lease Operating and Mtc	54,305	42,137	52,175
274	Fleet Lease Replacement	70,548	54,046	42,600
	Subtotal	*133,998*	*144,302*	*133,074*
	SERVICE TOTAL	**$ 1,239,238**	**$ 1,358,267**	**$ 1,388,844**

Budgeted Positions - School Resource Officers

Budgeted Positions:	2023 Budget	2024 Budget	2025 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**

Budget Detail - School Resource Officers

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	502,649	644,766	915,984
121	Overtime Wages	45,570	46,070	46,853
126	RHS Plan	28,051	6,450	179,537
127	FPPA Death and Disability	5,967	7,740	19,794
129	Medicare Contribution	6,599	9,349	13,280
132	Employee Insurance	98,646	93,491	132,818
134	Police and Fire Retirement	63,463	75,276	102,043
135	Compensation Insurance	14,841	17,078	7,537
136	Unemployment Insurance	251	257	-
137	Staff Training and Conference	5,229	8,160	8,160
141	Uniforms Protective Clothing	2,994	9,750	9,750
	Subtotal	*774,261*	*918,387*	*1,435,756*
Operating and Maintenance				
210	Supplies	-	1,900	1,900
218	NonCapital Equip and Furniture	21,986	3,400	3,400
246	Liability Insurance	1,573	1,860	4,248
273	Fleet Lease Operating and Mtc	24,295	17,351	34,004
274	Fleet Lease Replacement	90,320	79,793	46,713
	Subtotal	*138,174*	*104,304*	*90,265*
	SERVICE TOTAL	**$ 912,435**	**$ 1,022,691**	**$ 1,526,021**

Budget Detail - SWAT Team

Personal Services		2023 Actual	2024 Budget	2025 Budget
121	Overtime Wages	89,587	52,161	53,047
129	Medicare Contribution	1,300	-	-
135	Compensation Insurance	480	471	446
137	Staff Training and Conference	4,156	900	900
141	Uniforms Protective Clothing	17,270	600	600
	Subtotal	*112,793*	*54,132*	*54,993*
Operating and Maintenance				
210	Supplies	7,947	7,600	7,600
218	NonCapital Equip and Furniture	9,404	36,500	7,500
240	Repair and Maintenance	32	350	350
246	Liability Insurance	98	116	3,570
247	Safety Expenses	1,580	3,200	3,200
273	Fleet Lease Operating and Mtc	5,547	6,631	6,430
274	Fleet Lease Replacement	26,916	29,970	39,118
	Subtotal	*51,524*	*84,367*	*67,768*
Capital Outlay				
432	Vehicles	-	75,000	-
440	Machinery and Equipment	14,904	-	-
	Subtotal	*14,904*	*75,000*	-
	SERVICE TOTAL	**179,220**	**213,499**	**122,761**

Budget Detail - Special Operations

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	55,843	-	-
126	RHS Plan	1,227	-	-
127	FPPA Death and Disability	881	-	-
129	Medicare Contribution	714	-	-
134	Police and Fire Retirement	5,892	-	-
135	Compensation Insurance	541	-	-
141	Uniforms Protective Clothing	245	-	-
	Subtotal	*65,341*	-	-
Operating and Maintenance				
246	Liability Insurance	110	-	-
	Subtotal	*110*	-	-
	SERVICE TOTAL	**$ 65,451**	**$ -**	**$ -**

Note: The Special Operations Unit budget was incorporated into other areas in police services starting in 2024.

External Services Department

Children Youth and Families

Overview

	2023 Actual	2024 Budget	2025 Budget
Personal Services	160,683	204,819	209,533
Operating and Maintenance	29,242	21,044	21,023
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	**$ 189,924**	**$ 225,863**	**$ 230,556**

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 early childhood capacity and middle & high school youth afterschool and summer programming. Programs include comprehensive support focused on community-based counseling, parenting and family engagement, youth development, early childhood, and juvenile diversion/gang intervention (community problem solving). This service area is also responsible for managing the Meeker Neighborhood Center and collaborative management of the Lashley Street Station.

Goals:

- Responsible internal operations and governance
- Housing, services, amenities and opportunities for all
- A safe, healthy and adaptable community

Budgeted Positions

Budgeted Positions:	**2023 Budget**	**2024 Budget**	**2025 Budget**
Children Youth and Families Program Specialist	2.000	2.000	2.000
Total	**2.000**	**2.000**	**2.000**

Children Youth and Families

Budget Detail

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	119,479	153,370	156,354
126	RHS Plan	-	800	800
129	Medicare Contribution	1,484	2,225	2,267
131	MOPC	5,974	7,668	7,818
132	Employee Insurance	14,090	20,920	22,324
133	GERP Retirement	13,416	14,418	14,698
135	Compensation Insurance	1,601	1,360	1,272
136	Unemployment Insurance	48	58	-
137	Staff Training and Conference	4,590	4,000	4,000
	Subtotal	*160,683*	*204,819*	*209,533*
Operating and Maintenance				
210	Supplies	25,185	17,200	17,200
217	Dues and Subscriptions	39	2,500	2,500
245	Mileage Allowance	428	250	250
246	Liability Insurance	279	344	323
263	Postage	1,602	250	250
264	Printing Copying and Binding	1,709	500	500
	Subtotal	*29,242*	*21,044*	*21,023*
	SERVICE TOTAL	**$ 189,924**	**$ 225,863**	**$ 230,556**

Development Services

Overview

	2023 Actual	2024 Budget	2025 Budget
Personal Services	20,890	34,335	35,204
Operating and Maintenance	10,868	13,540	17,727
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	**$ 31,758**	**$ 47,875**	**$ 52,931**

Code Enforcement

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. This service also 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. 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.

Budgeted Positions

Budgeted Positions:	**2023 Budget**	**2024 Budget**	**2025 Budget**
Graffiti Removal Specialist	0.380	0.380	0.380
Total	**0.380**	**0.380**	**0.380**

Budget Detail - Code Enforcement

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	14,547	24,308	24,973
112	Temporary Wages	812	1,925	1,925
121	Overtime Wages	151	250	250
126	RHS Plan	-	152	152
128	FICA	52	119	119
129	Medicare Contribution	197	380	390
131	MOPC	727	1,215	1,249
132	Employee Insurance	1,671	3,525	3,621
133	GERP Retirement	1,830	2,285	2,347
135	Compensation Insurance	205	166	178
136	Unemployment Insurance	7	10	-
141	Uniforms Protective Clothing	690	-	-
	Subtotal	*20,890*	*34,335*	*35,204*
Operating and Maintenance				
210	Supplies	5,972	6,161	6,161
240	Repair and Maintenance	101	1,000	1,000
246	Liability Insurance	1,378	103	108
247	Safety Expenses	697	1,000	1,000
250	Prof and Contracted Services	-	1,500	1,500
261	Telephone Charges	125	180	180
273	Fleet Lease Operating and Mtc	1,618	2,619	6,801
274	Fleet Lease Replacement	976	977	977
	Subtotal	*10,868*	*13,540*	*17,727*
	SERVICE TOTAL	**$ 31,758**	**$ 47,875**	**$ 52,931**

ELECTRIC AND BROADBAND FUND

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.

Electric - External Services

Electric - Shared Services

Electric - Utilities & Public Works

Broadband - Shared Services

Broadband Services

134.128

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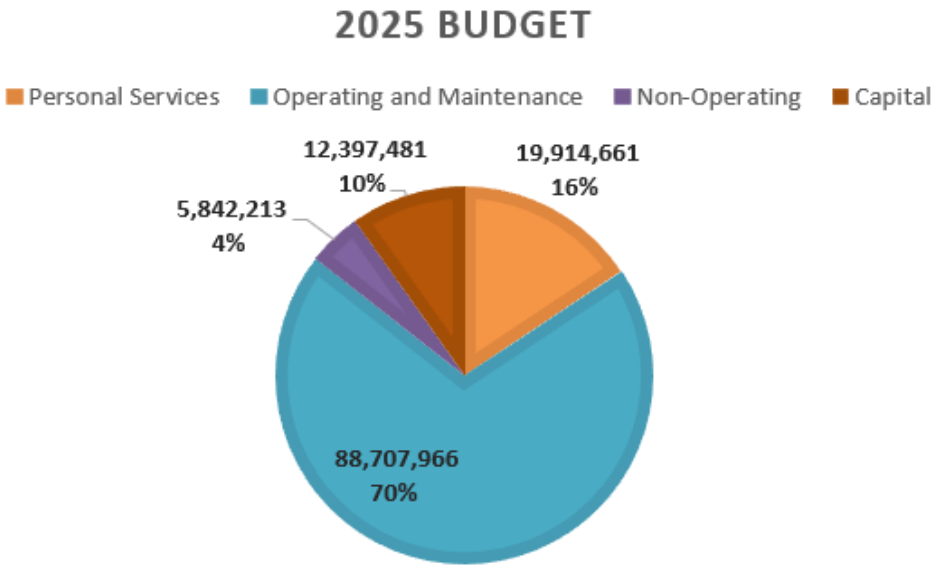
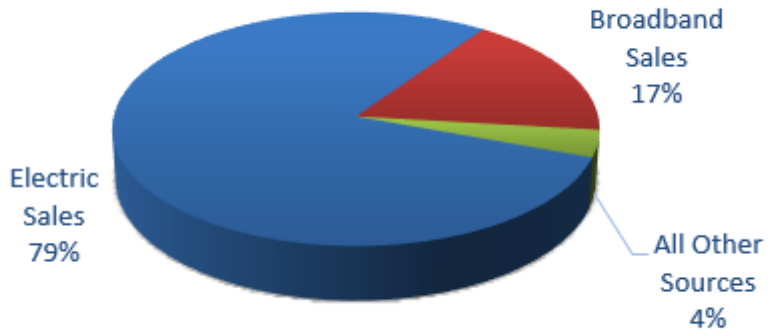
The Broadband Utility was created in 1997 to provide a full range of high quality, advanced broadband services for municipal, business, and residential needs and included the installation of a fiber backbone throughout the City. In 2011, the citizens of Longmont voted to expand the fiber backbone and 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.



Electric and Broadband Fund Sources



- The Electric and Broadband Fund will receive 79% of its operating revenues from the sale of electricity and 17% from the sale of broadband services in 2025.

- The 2025 Budget will require a contribution from fund balance of $1,004,623.

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 fore ach 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.

	2023 Actual	2024 Budget	2025 Budget
SOURCES OF FUNDS			
Electricity Sales	$ 85,688,353	$ 90,244,442	$ 99,179,489
Electric Aid to Underground Construction	2,568,684	3,095,000	3,908,000
Electric Other Revenue	731,467	142,500	136,830
Electric Operating Transfers	324,465	330,001	402,605
Electric Intergovernmental Revenue	-	-	-
Electric Interest Income	959,589	80,000	100,000
Broadband Sales	19,713,208	21,009,265	21,464,215
Broadband Aid to Underground Construction	130,143	70,000	70,000
Broadband Other Revenue	82,683	15,000	15,000
Broadband Intergovernmental Revenue	1,232,975	-	-
Broadband Interest Income	291,829	5,000	45,000
Broadband Operating Transfers	-	-	-
Contribution from/(to) Fund Balance	(17,550,502)	5,027,925	1,004,623
TOTAL FUNDS NEEDED TO MEET EXPENSES	**$ 94,172,893**	**$ 120,019,133**	**$ 126,325,762**

Electric and Broadband Fund Statement

	2023 Actuals	2024 Budget	2025 Budget
Beginning Working Capital	23,331,841	34,331,813	10,908,670
Committed Working Capital		17,314,285	
Sources of Funds			
Intergovernmental	1,232,975	-	-
Charges for Services	108,610,878	114,505,707	124,703,284
Interest Earnings	908,000	85,000	145,000
Interfund Transfers	324,465	330,001	402,605
Miscellaneous	647,077	70,500	70,250
Total Sources of Funds	**111,723,396**	**114,991,208**	**125,321,139**
Expenses by Category			
Personal Services	16,389,134	20,355,005	21,808,902
Operating and Maintenance	75,873,293	84,274,542	88,707,966
Non-Operating	1,513,679	5,612,249	5,842,213
Capital	6,947,317	10,858,270	10,503,240
Total Expenses by Category	**100,723,423**	**121,100,066**	**126,862,321**
Contribution to/(from) Fund Balance	10,999,972	(6,108,858)	(1,541,182)
Ending Working Capital	34,331,813	10,908,670	9,367,488

Electric and Broadband Fund

Capital Improvement Program

2025-2029 Capital Improvement Program

Capital projects total $8.3 million for the electric utility and $2.9 million for the broadband utility. This includes underground conversion, advanced metering, system capacity and reliability improvements, building improvements, and broadband fiber construction and installations. Detailed capital project descriptions are included in the 2025-2029 Capital Improvement Program.

Capital projects are listed below. Detailed descriptions of each project are included in the 2025-2029 Capital Improvement Program.

ELECTRIC PROJECTS	2025 Budget
ELE009 Electric Feeder Underground Conversion	$ 225,000
ELE014 Electric System Capacity Increases	616,908
ELE017 Electric Substation Upgrades	514,240
ELE044 Electric Grid Modernization	850,000
ELE091 Street Lighting Program	225,000
ELE097 Electric Aid To Construction	3,908,000
ELE102 Electric System Reliability and Rehabilitation	1,322,500
ELE103 Distributed Energy Resources Innovation &Solutions	360,000
PBF001 Municipal Buildings Roof Improvements	70,180
PBF082 Municipal Buildings HVAC Replacement	78,401
PBF163 Municipal Buildings Keyless Entry	84,581
PBF228 Warehouse Yard Paving	23,500
TRP094 Railroad Quiet Zones	20,000
TRP105 Missing Sidewalks	5,000
TOTAL	**$ 8,303,310**

BROADBAND PROJECTS	2025 Budget
BRB002 Fiber Aid to Construction	$ 70,700
BRB005 Fiber Reliability Improvements	95,950
BRB006 Fiber Underground Conversion	176,346
BRB007 Fiber System Rehabilitation & Improvements	131,300
BRB008 Fiber Construction	1,062,068
BRB009 Fiber Installation	1,261,711
PBF163 Municipal Buildings Keyless Entry	70,170
TOTAL	**$ 2,868,245**

Electric—Parks and Natural Resources

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.

Budgeted Positions

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Sr Arborist Technician	0.250	0.250	0.250
Total	**0.250**	**0.250**	**0.250**

Budget Detail

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	16,593	17,685	18,035
121	Overtime Wages	24	-	-
123	Leave Expense	2,201	-	-
126	RHS Plan	100	100	100
129	Medicare Contribution	191	256	262
131	MOPC	830	884	902
132	Employee Insurance	2,535	2,451	2,615
133	GERP Retirement	1,521	1,662	1,695
135	Compensation Insurance	-	159	151
136	Unemployment Insurance	6	7	-
	Subtotal	*24,000*	*23,204*	*23,760*
Operating and Maintenance				
246	Liability Insurance	-	39	37
	Subtotal	*-*	*39*	*37*
	SERVICE TOTAL	**$ 24,000**	**$ 23,243**	**$ 23,797**

Shared Services Department

Electric - Communications

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.

Goals:

- Responsible internal operations and governance

Electric - Community and Neighborhood Resources and Equity

This service includes Neighborhood Resources, Community Relations & Mediation Services, Social Equity Community Engagement, and Longmont Multicultural Action Program.

- Neighborhood Resources Services works with neighbors and neighborhoods to create sustainable and resilient neighborhoods by fostering 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 coordinates the Neighborhood Group Leaders Association and administers funding for the Neighborhood Improvement, Neighborhood Activities and Discover Neighbors grant programs.
- Community Relations Services- provides mediation, facilitation, and problem-solving services to assist in resolving conflict and disputes involving landlords and tenants, neighbors to neighbor issues, neighborhood or community wide issues, HOA concerns, youth violence, racial and cross-cultural issues. Facilitation for nonprofit agencies, community groups, and the City of Longmont as appropriate. Provides information and referral services for resources, system navigation, civil rights, wage theft, fair housing, schools, and police.
- Social Equity provides services in two areas internal coordinates the City's equity team, sub-teams, and organizational equity training. Provides consultation and strategic equity development for various divisions, staff, and leadership. Embedding equity across the organization, fostering equitable and accessible services, programs, and engagement for all in our community.

Electric - Community and Neighborhood Resources and Equity (continued)

- Manages the Longmont Multicultural Action Program (LMAC) a City Council–initiated effort that inspires Longmont residents to take individual and collective action to promote cultural understanding, inclusion, and involvement. LMAC was created specifically to address diversity-related issues in Longmont, with the goal of maintaining a welcoming community where *everyone belongs*.
- Focused on three main topic areas— *Explore, Learn, Lead*—LMAC creates engaging opportunities for residents to learn about and celebrate the many different cultures represented in our community. LMAC's important work helps cultivate stronger connections that bridge relationships between community members from diverse cultures.
- Community Engagement provides services to educate, integrate, and provide guidance on the City's community engagement model across the organization. Guidance for departments to plan out community engagement and communications for various projects which may include facilitating at community meetings. Facilitate skill development regarding community engagement that is equitable, accessible, and meaningful. Provide guidance on communication techniques to enhance equitable and authentic communication with diverse neighborhoods and diverse communities within Longmont.

Goals:

- A safe, healthy and adaptable community
- Housing, services, amenities and opportunities for all
- Livable centers, corridors and neighborhoods

Electric - Enterprise Technology Services Applications

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.

Electric - Strategic Integration Executive Director

Strategic Integration Administration is responsible for developing departmental policies and procedures and assuring effective delivery of the services provided by the department, including the development of adequate rates, preparation and monitoring of the annual budget, and effective supervision of personnel. This budget service also includes the Project Management Office. New in 2024, the Project Management Office (PMO) provides support for formal and informal project managers throughout the organization. This is accomplished through establishing project management standards, publishing internal project dashboards, and providing templates for use throughout the organization.

Goals:

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

Shared Services Department

Electric - Strategic Integration Business Enablement/Rates and Finance

The Business Enablement division provides business support in the areas of rates & finance, technology, and customer service/administrative support to the Electric, Water & Waste, Public Works, and NextLight departments.

Electric - Strategic Integration Business Enablement/Customer Service and Administration

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.

Electric - Strategic Integration Business Enablement/Technical Services

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.

Electric - Strategic Integration Data and Analytics

Data & Analytics offers data quality, management, analysis, and dashboard development services to City departments. The team supports all aspects of data work, from data governance discussions on policy and best practice development, through to process analysis and improvements, and data ecosystem planning. Current goals include design, implementation, and initial use cases of a new enterprise data lake to serve advanced analytics needs.

Electric - Strategic Integration Geospatial Data and Analysis

This service provides GIS/mapping and related support services. This includes maintaining and updating GIS and maps, surveying services, and technical support for development and capital improvement programs for all City services.

Budgeted Positions - Electric - Communications

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Assistant Communications and Engagement Director	0.200	0.200	0.200
Citywide Brand and Digital Communications Specialist	0.165	0.165	0.165
Public Relations & Marketing Speacialist	0.700	0.700	0.700
Total	**1.065**	**1.065**	**1.065**

Budget Detail - Electric - Communications

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	86,988	99,113	101,075
123	Leave Expense	10,758	-	-
126	RHS Plan	360	426	426
129	Medicare Contribution	1,052	-	1,466
131	MOPC	4,322	4,955	5,053
132	Employee Insurance	9,910	13,734	14,656
133	GERP Retirement	9,668	9,318	9,501
135	Compensation Insurance	-	31	31
136	Unemployment Insurance	30	38	-
137	Staff Training and Conference	-	1,000	1,500
	Subtotal	*123,089*	*128,615*	*133,708*
Operating and Maintenance				
210	Supplies	-	2,200	1,700
217	Dues and Subscriptions	119	2,400	2,400
240	Repair and Maintenance	364	-	-
246	Liability Insurance	-	210	209
250	Prof and Contracted Services	71	10,000	8,000
252	Ads and Legal Notices	325	9,500	9,500
261	Telephone Charges	440	-	-
263	Postage	1	26,100	26,100
264	Printing and Copying	-	2,500	4,500
269	Other Services and Charges	1,695	8,000	8,000
	Subtotal	*3,015*	*60,910*	*60,409*
	SERVICE TOTAL	**$ 126,104**	**$ 189,525**	**$ 194,117**

Budgeted Positions - Electric - Community & Neighborhood Resources and Equity

Budgeted Positions:	2023 Budget	2024 Budget	2025 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**

Budget Detail - Electric - Community & Neighborhood Resources and Equity

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	12,700	13,530	16,028
126	RHS Plan	114	56	56
129	Medicare Contribution	160	196	233
131	MOPC	635	668	802
132	Employee Insurance	1,334	1,852	1,976
133	GERP Retirement	1,164	1,256	1,508
135	Compensation Insurance	-	4	4
136	Unemployment Insurance	4	6	-
	Subtotal	*16,112*	*17,568*	*20,607*
Operating and Maintenance				
246	Liability Insurance	-	796	772
	Subtotal	*-*	*796*	*772*
	SERVICE TOTAL	**$ 16,112**	**$ 18,364**	**$ 21,379**

Budgeted Positions - Electric - Enterprise Technology Services Applications

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Technical Functional Analyst CRM and Special Projects	0.000	0.410	0.205
Total	**0.000**	**0.410**	**0.205**

Budget Detail - Electric - Enterprise Technology Services Applications

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	-	47,572	24,895
126	RHS Plan	-	164	82
129	Medicare Contribution	-	690	361
131	MOPC	-	2,379	1,245
132	Employee Insurance	-	6,898	3,610
133	GERP Retirement	-	4,472	2,340
135	Compensation Insurance	-	-	15
136	Unemployment Insurance	-	18	-
	Subtotal	-	*62,193*	*32,548*
Operating and Maintenance				
210	Supplies	-	275	-
218	NonCapital Equip and Furniture	-	820	-
246	Liability Insurance	-	-	100
253	Software	-	-	162
	Subtotal	-	*1,095*	*262*
	SERVICE TOTAL	**$ -**	**$ 63,288**	**$ 32,810**

Budgeted Positions - Electric - Strategic Integration Executive Director

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Executive Director of Strategic Integration	0.400	0.400	0.400
Project Management Office Manager	0.000	0.150	0.150
Project Management Office Administrative Analyst	0.000	0.150	0.150
Total	**0.400**	**0.700**	**0.700**

Budget Detail - Electric - Strategic Integration Executive Director

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	68,327	100,449	122,409
123	Leave Expense	15,837	-	-
126	RHS Plan	773	280	280
129	Medicare Contribution	827	1,457	1,774
131	MOPC	3,416	5,023	6,121
132	Employee Insurance	8,657	14,110	17,749
133	GERP Retirement	6,267	9,442	11,507
135	Compensation Insurance	-	23	32
136	Unemployment Insurance	22	39	-
137	Staff Training and Conference	-	2,446	2,000
	Subtotal	*104,127*	*133,269*	*161,872*
Operating and Maintenance				
210	Supplies	2,817	410	-
218	NonCapital Equip and Furniture	-	1,730	-
246	Liability Insurance	-	156	212
250	Prof and Contracted Services	28,042	134,991	130,022
253	Software	-	-	4,969
	Subtotal	*30,859*	*137,287*	*135,203*
	SERVICE TOTAL	**$ 134,986**	**$ 270,556**	**$ 297,075**

Budgeted Positions - Electric - Business Enablement/Rates and Finance

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Director of Business Enablement	0.400	0.400	0.400
PWNR Assistant Director of Business Services	0.371	0.000	0.000
Utility Rate and Analysis Manager	0.000	0.371	0.371
Utility Rate Analyst	0.400	0.800	0.800
Business Analyst	1.180	1.180	0.000
Financial Analyst	0.000	0.000	0.800
Grant Coordinator	0.200	0.200	0.200
Total	**2.551**	**2.951**	**2.571**

Budget Detail - Electric - Business Enablement/Rates and Finance

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	188,577	343,071	313,865
123	Leave Expense	36,971	-	-
126	RHS Plan	1,602	1,180	1,028
129	Medicare Contribution	2,304	4,974	4,551
131	MOPC	9,350	17,154	15,692
132	Employee Insurance	27,846	47,540	45,511
133	GERP Retirement	25,452	32,247	29,502
135	Compensation Insurance	-	97	108
136	Unemployment Insurance	92	132	-
137	Staff Training and Conference	10,314	6,750	6,750
142	Food Allowance	81	-	-
	Subtotal	*302,590*	*453,145*	*417,007*
Operating and Maintenance				
210	Supplies	1,045	210	210
218	NonCapital Equip and Furniture	2,517	370	370
240	Repair and Maintenance	38	-	-
246	Liability Insurance	-	695	771
250	Prof and Contracted Services	126	773	50,000
252	Ads and Legal Notices	1,080	500	500
253	Software	-	-	773
261	Telephone Charges	169	-	-
263	Postage	3	1,000	1,000
266	Interest On Deposits	-	15,000	30,000
269	Other Services and Charges	16,942	487,103	550,000
290	Rebates	86,631	189,000	334,800
	Subtotal	*108,551*	*694,651*	*968,424*
Non-Operating Expense				
950	Bad Debt	-	450,000	480,000
970	Transfers to Other Funds	-	318,865	670,004
	Subtotal	*-*	*768,865*	*1,150,004*
	SERVICE TOTAL	**$ 411,141**	**$ 1,916,661**	**$ 2,535,435**

Budgeted Positions - Electric - Business Enablement/Customer Service & Admin.

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Customer Service and Administration Manager	0.400	0.400	0.400
Administrative Supervisor	0.450	0.450	0.450
Administrative Analyst	0.450	0.900	0.900
Administrative Assistant	1.750	1.350	1.750
Executive Assistant	0.400	0.400	0.400
Sr Customer Service Representative	0.050	0.050	0.050
Customer Service Representative	0.100	0.100	0.100
CIS and AMI Administrative Analyst	0.500	0.500	0.000
Total	**4.100**	**4.150**	**4.050**

Budget Detail - Electric - Business Enablement/Customer Service & Admin.

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	257,625	288,686	313,284
112	Temporary Wages	-	26,598	26,598
121	Overtime Wages	3,008	-	-
122	Longevity Compensation	192	1,080	1,107
123	Leave Expense	30,072	-	-
126	RHS Plan	4,085	1,660	1,620
128	FICA	-	1,649	1,649
129	Medicare Contribution	2,881	4,186	4,519
131	MOPC	12,763	14,330	15,663
132	Employee Insurance	39,883	39,711	43,948
133	GERP Retirement	24,416	26,942	29,449
135	Compensation Insurance	-	102	99
136	Unemployment Insurance	88	108	-
137	Staff Training and Conference	1,560	7,020	5,712
142	Food Allowance	448	-	-
	Subtotal	*377,020*	*412,072*	*443,648*
Operating and Maintenance				
210	Supplies	4,078	8,100	7,000
217	Dues and Subscriptions	3,281	-	-
218	NonCapital Equip and Furniture	1,507	1,913	3,965
240	Repair and Maintenance	604	2,000	-
246	Liability Insurance	-	681	665
250	Prof and Contracted Services	3,216	20,755	15,446
253	Software	-	-	6,240
261	Telephone Charges	229	243	122
	Subtotal	*12,915*	*33,692*	*33,438*
	SERVICE TOTAL	**$ 389,935**	**$ 445,764**	**$ 477,086**

Budgeted Positions - Electric - Business Enablement/Technical Services

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Technical Services Manager	0.380	0.380	0.380
Sr Programmer Analyst	0.410	0.410	0.410
Lead Technical Functional Analyst	0.390	0.390	0.390
Technical Functional Analyst	0.000	1.300	1.300
Application Support Analyst	0.410	0.410	0.410
Total	**1.590**	**2.890**	**2.890**

Budget Detail - Electric - Business Enablement/Technical Services

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	177,007	360,834	378,884
123	Leave Expense	36,512	-	-
126	RHS Plan	1,086	1,156	1,156
129	Medicare Contribution	2,186	5,231	5,493
131	MOPC	8,762	18,042	18,944
132	Employee Insurance	27,180	51,114	54,937
133	GERP Retirement	17,131	33,918	35,616
135	Compensation Insurance	-	64	113
136	Unemployment Insurance	61	138	-
137	Staff Training and Conference	1,499	5,200	9,200
	Subtotal	*271,423*	*475,697*	*504,343*
Operating and Maintenance				
210	Supplies	128	3,880	1,780
218	NonCapital Equip and Furniture	114	55,973	93,050
240	Repair and Maintenance	3,058	190,658	8,000
246	Liability Insurance	-	531	869
250	Prof and Contracted Services	-	5,000	5,000
252	Ads and Legal Notices	60	-	-
253	Software	-	-	164,791
261	Telephone Charges	-	-	2,442
	Subtotal	*3,361*	*256,042*	*275,932*
	SERVICE TOTAL	**$ 274,784**	**$ 731,739**	**$ 780,275**

Budgeted Positions - Electric - Strategic Integration Data and Analytics

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Data and Analytics Program Manager	0.400	0.400	0.400
Data and Innovation Analyst	0.200	0.200	0.200
Business Process Improvement Coordinator	0.400	0.400	0.400
Total	**1.000**	**1.000**	**1.000**

Budget Detail - Electric - Strategic Integration Data and Analytics

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	98,003	117,525	125,799
112	Temporary Wages	1,771	18,240	-
123	Leave Expense	9,442	-	-
126	RHS Plan	160	400	400
128	FICA	110	1,131	-
129	Medicare Contribution	1,260	1,967	1,824
131	MOPC	4,880	5,864	6,290
132	Employee Insurance	9,563	16,253	17,806
133	GERP Retirement	9,675	11,024	11,825
135	Compensation Insurance	-	37	43
136	Unemployment Insurance	35	45	-
137	Staff Training and Conference	5,263	1,640	3,340
	Subtotal	*140,162*	*174,126*	*167,327*
Operating and Maintenance				
210	Supplies	2,931	-	-
218	NonCapital Equip and Furniture	253	-	-
240	Repair and Maintenance	2,040	820	820
246	Liability Insurance	-	248	286
250	Prof and Contracted Services	103	64,200	-
253	Software	-	-	2,961
	Subtotal	*5,327*	*65,268*	*4,067*
	SERVICE TOTAL	**$ 145,489**	**$ 239,394**	**$ 171,394**

Budgeted Positions - Electric - Strategic Integration Geospatial Data and Analysis

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Geospatial Data and Analysis Program Manager	0.400	0.300	0.300
Lead GIS Analyst	0.300	0.000	0.000
Sr GIS Analyst	0.700	0.300	0.622
GIS Coordinator	0.000	0.300	0.300
Sr GIS Mapping Technician	0.400	1.200	0.900
GIS Mapping Technician	0.300	0.000	0.000
Technical Functional Analyst	0.400	0.000	0.000
Total	**2.500**	**2.100**	**2.122**

Budget Detail - Electric - Strategic Integration Geospatial Data and Analysis

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	171,378	209,953	221,366
112	Temporary Wages	9,422	-	10,560
123	Leave Expense	26,656	-	-
126	RHS Plan	879	840	840
128	FICA	584	-	655
129	Medicare Contribution	2,320	3,047	3,362
131	MOPC	8,529	10,496	11,068
132	Employee Insurance	8,924	29,095	32,099
133	GERP Retirement	21,414	19,736	20,809
135	Compensation Insurance	-	82	66
136	Unemployment Insurance	78	79	-
137	Staff Training and Conference	2,966	5,137	6,006
	Subtotal	*253,152*	*278,465*	*306,831*
Operating and Maintenance				
210	Supplies	6	297	297
216	Reference Books and Materials	-	45	66
218	NonCapital Equip and Furniture	-	5,067	800
240	Repair and Maintenance	23,112	21,550	-
246	Liability Insurance	-	548	443
250	Prof and Contracted Services	402	18,073	26,092
253	Software	-	-	38,346
264	Printing and Copying	-	138	138
	Subtotal	*23,519*	*45,718*	*66,182*
	SERVICE TOTAL	**$ 276,671**	**$ 324,183**	**$ 373,013**

Electric Utility

Electric Administration

Electric Administration works under the strategic direction of the Director of Electric Services. 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 coordinates activities with Platte River Power Authority, the City's wholesale power provider in which the City is part owner, and may provide 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.

Goals:

- Responsible, Sustainable Stewardship of our Resources
- Job growth and economic vitality through innovation and collaboration
- Livable centers, corridors and neighborhoods
- Housing, services, amenities and opportunities for all
- A safe, healthy and adaptable community
- A complete, balanced and connected transportation system
- Affordable Electric Rates

Electric Power Delivery Operations

Electric Operations is responsible for the construction, operation and maintenance of electric service facilities that provide electricity to all residential, commercial and industrial customers. Facilities in the distribution system include underground and overhead distribution feeders, circuits, transformers, switchgear and meters. This service is responsible for meter installations, repairs, programming and troubleshooting. This service is responsible for the Advanced Meter Infrastructure (AMI) deployment under the direction of the Director of Power Delivery and Operations and the AMI Manager.

Electric Engineering

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), 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

Electric Meter Reading

Electric Meter Reading is responsible for acquiring and reading customer usage data from approximately 70,000 electric and water meters 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.

Electric Utility

Utilities Warehouse

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, NextLight, and for other City departments. 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 manufacturers' specifications.

Electric Energy Strategies and Solutions

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.

Budgeted Positions - Electric Administration

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Assistant City Manager - Utilities and Public Works	0.283	0.284	0.284
Director of Electric Services	1.000	1.000	1.000
Safety and Training Manager	0.000	0.000	0.700
LPC Safety and Training Specialist	0.700	0.700	0.000
Administrative Assistant	0.000	0.400	0.000
Total	**1.983**	**2.384**	**1.984**

Budget Detail - Electric Administration

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	138,488	579,985	561,397
112	Temporary Wages	78,702	-	-
121	Overtime Wages	257	-	-
122	Longevity Compensation	1,200	-	-
123	Leave Expense	28,106	21,000	21,000
126	RHS Plan	514	954	794
128	FICA	4,868	-	-
129	Medicare Contribution	5,135	5,886	5,650
131	MOPC	15,943	20,294	19,484
132	Employee Insurance	40,898	58,087	56,501
133	GERP Retirement	32,758	38,154	36,629
135	Compensation Insurance	577	189	182
136	Unemployment Insurance	120	161	-
137	Staff Training and Conference	3,670	6,000	6,000
142	Food Allowance	939	1,000	1,000
	Subtotal	*352,176*	*731,710*	*708,637*
Operating and Maintenance				
210	Supplies	7,268	5,500	5,500
217	Dues and Subscriptions	29,495	54,660	54,550
218	NonCapital Equip and Furniture	5,742	3,000	3,000
240	Repair and Maintenance	18,757	14,700	1,000
245	Mileage Allowance	671	720	720
246	Liability Insurance	5,621	1,484	1,641
250	Prof and Contracted Services	97,425	73,600	73,600
252	Ads and Legal Notices	340	-	-
253	Software	-	-	15,226
260	Utilities	1,483	-	2,000
261	Telephone Charges	220	1,080	1,080
263	Postage	884	-	-
264	Printing and Copying	6,245	-	-
266	Interest On Deposits	10,303	-	-
269	Other Services and Charges	449,068	10,000	10,000
270	Administrative Mgmt Services	2,066,196	2,284,238	2,314,992
271	Franchise Equivalency	6,839,798	7,114,850	7,817,758
273	Fleet Lease Operating and Mtc	1,555	3,306	3,419
274	Fleet Lease Replacement	4,431	4,431	4,431
275	Building Permits to DDA	80	1,000	1,000
280	Purchased Power General	58,411,953	63,522,884	65,684,115
282	Power Wheeling	12,085	15,000	-
	Subtotal	*67,969,620*	*73,110,453*	*75,994,032*
Non-Operating Expense				
950	Bad Debt	191,298	-	-
970	Transfers to Other Funds	261,408	108,527	-
	Subtotal	*452,706*	*108,527*	-
	SERVICE TOTAL	**$ 68,774,502**	**$ 73,950,690**	**$ 76,702,669**

Budgeted Positions - Electric Power Delivery Operations

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Director of Power Delivery and Operations	1.000	1.000	1.000
Electric Operations Manager	1.000	1.000	1.000
AMI Project Manager	1.000	1.000	0.000
Director of Project Deployment	0.625	0.625	0.625
Technical Functional Analyst	1.000	1.000	0.000
Sr Electrical Inspector	1.000	1.000	1.000
Meter Shop Supervisor	1.000	1.000	1.000
Line Crew Supervisor	5.000	4.000	4.000
Journey Lineworker	11.000	12.000	13.000
Apprentice Lineworker	2.000	2.000	1.000
Sr Electric Meter Technician	0.000	1.000	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
Journey Substation Worker	0.000	0.000	2.000
Substation Supervisor	0.000	0.000	1.000
Supervising Engineer	0.000	0.000	1.000
Total	**29.625**	**30.625**	**32.625**

Budget Detail - Electric Power Delivery Operations

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	2,270,132	2,560,049	3,212,847
112	Temporary Wages	21,746	169,643	218,558
121	Overtime Wages	327,462	295,000	324,500
123	Leave Expense	396,385	-	-
126	RHS Plan	33,550	11,600	12,800
128	FICA	1,361	10,518	13,551
129	Medicare Contribution	45,652	54,787	65,033
131	MOPC	159,463	180,438	213,333
132	Employee Insurance	390,068	508,078	618,658
133	GERP Retirement	299,922	339,215	401,048
135	Compensation Insurance	24,304	23,855	28,073
136	Unemployment Insurance	1,085	1,397	-
137	Staff Training and Conference	29,966	30,800	34,480
141	Uniforms Protective Clothing	35,139	50,400	56,500
142	Food Allowance	4,057	3,125	5,000
	Subtotal	*4,040,291*	*4,238,905*	*5,204,381*
Operating and Maintenance				
210	Supplies	197,870	132,000	210,000
216	Reference Books and Materials	1,376	4,250	17,700
217	Dues and Subscriptions	757	-	-
218	NonCapital Equip and Furniture	57,619	56,500	75,000
235	Station Maintenance	1,318	-	-
240	Repair and Maintenance	43,543	32,730	48,400
246	Liability Insurance	191,235	199,232	235,570
247	Safety Expenses	58,023	56,000	86,500
249	Operating Leases and Rentals	-	15,000	20,000
250	Prof and Contracted Services	611,632	1,078,500	1,027,000
253	Software	-	-	4,432
259	Licenses and Permits	25,398	10,000	15,000
260	Utilities	1,411	1,345	1,345
261	Telephone Charges	16,977	14,280	16,000
263	Postage	2,491	1,000	18,065
264	Printing and Copying	5,680	250	500
265	Loss on Obsolete Items	55,288	10,000	60,000
273	Fleet Lease Operating and Mtc	184,695	250,986	278,940
274	Fleet Lease Replacement	439,493	365,719	403,381
	Subtotal	*1,894,806*	*2,227,792*	*2,517,833*
Non-Operating Expense				
970	Transfers to Other Funds	23,207	23,207	23,000
	Subtotal	*23,207*	*23,207*	*23,000*
Capital Outlay				
432	Vehicles	128,424	75,500	108,000
440	Machinery and Equipment	38,350	-	-
480	System Improvements	111,895	-	-
486	Meters	(7,918,423)	50,000	50,000
	Subtotal	*(7,639,754)*	*125,500*	*158,000*
	SERVICE TOTAL	**$ (1,681,450)**	**$ 6,615,404**	**$ 7,903,214**

Budgeted Positions - Electric Engineering

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Director of Electric Engineering	1.000	1.000	1.000
Supervising Electrical Engineer	0.970	0.970	0.000
Electric Field Engineer Supervisor	0.000	0.000	0.970
Substation Supervisor	1.000	1.000	0.000
Sr Electric Distribution Field Engineer	3.880	3.880	3.880
Sr Electrical Engineer	2.000	2.000	2.000
Electric Engineering Project Manager	0.000	0.950	0.950
Electric Engineering Project Coordinator	0.950	0.000	0.000
Journey Substation Worker	3.000	4.000	0.000
Total	**12.800**	**13.800**	**8.800**

Budget Detail - Electric Engineering

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	1,122,469	1,951,050	1,302,072
112	Temporary Wages	82,351	130,944	124,705
121	Overtime Wages	76,162	74,765	84,250
123	Leave Expense	164,347	-	-
126	RHS Plan	13,579	5,520	3,520
128	FICA	5,106	8,119	7,732
129	Medicare Contribution	18,635	30,188	20,690
131	MOPC	64,124	97,556	65,104
132	Employee Insurance	115,183	273,230	188,800
133	GERP Retirement	142,518	183,400	122,395
135	Compensation Insurance	10,149	6,922	7,657
136	Unemployment Insurance	519	752	-
137	Staff Training and Conference	16,522	52,500	58,000
141	Uniforms Protective Clothing	3,744	17,800	16,000
142	Food Allowance	1,716	1,000	1,000
	Subtotal	*1,837,122*	*2,833,746*	*2,001,925*
Operating and Maintenance				
210	Supplies	4,486	9,550	9,850
216	Reference Books and Materials	688	1,000	900
217	Dues and Subscriptions	371	750	750
218	NonCapital Equip and Furniture	30,167	22,000	48,000
240	Repair and Maintenance	107,403	70,710	92,860
245	Mileage Allowance	-	1,000	800
246	Liability Insurance	4,666	5,767	6,712
247	Safety Expenses	2,453	3,500	3,500
249	Operating Leases and Rentals	2,294	-	3,000
250	Prof and Contracted Services	62,548	145,200	135,200
252	Ads and Legal Notices	7,548	-	-
253	Software	-	-	171,710
261	Telephone Charges	5,995	5,712	6,390
263	Postage	86	-	-
264	Printing and Copying	-	-	-
269	Other Services and Charges	4,659	500	500
273	Fleet Lease Operating and Mtc	8,780	13,488	29,493
274	Fleet Lease Replacement	32,132	15,935	25,332
	Subtotal	*274,276*	*295,112*	*534,997*
Capital Outlay				
432	Vehicles	-	4,500	-
440	Machinery and Equipment	3,835	250,000	250,000
	Subtotal	*3,835*	*254,500*	*250,000*
	SERVICE TOTAL	**$ 2,115,232**	**$ 3,383,358**	**$ 2,786,922**

Budgeted Positions - Electric Meter Reading

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
GMS Engineering Supervisor	0.000	0.000	0.950
Electrical SCADA Engineer	0.000	0.000	0.950
GMS Technician Supervisor	0.000	0.000	0.950
GMS Technician	0.000	0.000	1.900
Technical Functional Analyst	0.000	0.000	0.950
Meter Reading Supervisor	0.600	0.600	0.000
Administrative Analyst	0.600	0.000	0.000
Sr Meter Reader	0.450	0.000	0.000
Meter Reader	2.400	1.650	0.000
Total	**4.050**	**2.250**	**5.700**

Budget Detail - Electric Meter Reading

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	74,018	147,749	808,153
112	Temporary Wages	118,284	-	52,167
121	Overtime Wages	238	300	300
123	Leave Expense	9,730	-	-
126	RHS Plan	480	900	2,280
128	FICA	7,397	-	3,234
129	Medicare Contribution	2,705	2,141	12,475
131	MOPC	3,901	7,387	40,407
132	Employee Insurance	10,599	20,473	117,182
133	GERP Retirement	22,660	13,889	75,966
135	Compensation Insurance	5,030	3,423	4,098
136	Unemployment Insurance	83	56	-
137	Staff Training and Conference	-	1,800	31,000
141	Uniforms Protective Clothing	406	2,880	2,880
142	Food Allowance	37	-	-
	Subtotal	*255,568*	*200,998*	*1,150,142*
Operating and Maintenance				
210	Supplies	246	180	180
218	NonCapital Equip and Furniture	-	1,500	6,500
240	Repair and Maintenance	11,365	10,953	4,113
246	Liability Insurance	3,543	1,032	1,587
247	Safety Expenses	1,106	900	900
250	Prof and Contracted Services	-	1,200	1,200
253	Software	-	-	6,840
261	Telephone Charges	875	960	582
264	Printing and Copying	-	72	72
270	Administrative Mgmt Services	27,122	20,297	31,022
273	Fleet Lease Operating and Mtc	12,460	25,549	38,253
274	Fleet Lease Replacement	3,201	3,201	5,069
	Subtotal	*59,917*	*65,844*	*96,318*
	SERVICE TOTAL	**$ 315,485**	**$ 266,842**	**$ 1,246,460**

Budgeted Positions - Utilities Warehouse

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Warehouse Supervisor	1.000	1.000	0.000
Warehouse Manager	0.000	0.000	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**

Budget Detail - Utilities Warehouse

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	247,331	332,895	358,571
112	Temporary Wages	12,257	51,150	51,150
121	Overtime Wages	4,414	8,000	8,000
122	Longevity Compensation	2,340	2,400	2,460
123	Leave Expense	62,915	-	-
126	RHS Plan	1,949	2,000	2,000
128	FICA	760	3,171	3,171
129	Medicare Contribution	2,879	4,379	4,547
131	MOPC	14,732	16,525	17,928
132	Employee Insurance	36,120	46,314	51,645
133	GERP Retirement	29,373	31,066	33,706
135	Compensation Insurance	4,432	5,065	4,212
136	Unemployment Insurance	105	127	-
137	Staff Training and Conference	570	7,190	7,190
141	Uniforms Protective Clothing	2,125	2,125	2,125
142	Food Allowance	287	200	200
	Subtotal	*422,589*	*512,607*	*546,905*
Operating and Maintenance				
210	Supplies	10,073	10,145	10,145
217	Dues and Subscriptions	76	200	200
218	NonCapital Equip and Furniture	33,054	23,000	20,200
225	Freight	3,284	3,300	3,300
240	Repair and Maintenance	16,678	25,700	25,700
246	Liability Insurance	2,393	2,057	2,075
247	Safety Expenses	1,435	1,500	1,500
250	Prof and Contracted Services	18,564	20,000	20,000
253	Software	-	-	2,800
260	Utilities	4,007	-	4,500
261	Telephone Charges	929	2,000	2,000
265	Loss on Obsolete Items	4,804	20,000	20,000
270	Administrative Mgmt Services	212,788	231,956	202,436
273	Fleet Lease Operating and Mtc	4,674	9,504	14,860
274	Fleet Lease Replacement	13,246	21,468	21,469
	Subtotal	*326,005*	*370,830*	*351,185*
	SERVICE TOTAL	**$ 748,594**	**$ 883,437**	**$ 898,090**

Budgeted Positions - Electric Energy Strategies and Solutions

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Director of Electric Strategies and Solutions	1.000	1.000	1.000
Energy Portfolio Development Manager	1.000	1.000	1.000
Sr Key Accounts Manager	2.000	1.000	1.000
Energy Services Specialist	1.000	1.000	1.000
Energy Program Integration Manager	0.000	1.000	1.000
Energy Program Integrator	0.000	1.000	1.000
Energy Program Coordinator	0.000	0.000	0.500
Energy Technologies Specialist	0.000	0.000	1.000
Energy Efficiency and Education Specialist	1.000	0.500	0.000
Total	**6.000**	**6.500**	**7.500**

Budget Detail - Electric Energy Strategies and Solutions

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	615,835	868,899	1,013,283
123	Leave Expense	60,486	-	-
126	RHS Plan	6,545	2,600	3,000
129	Medicare Contribution	8,413	12,599	14,692
131	MOPC	33,231	43,355	50,666
132	Employee Insurance	66,230	120,457	146,405
133	GERP Retirement	67,638	81,507	95,248
135	Compensation Insurance	331	361	273
136	Unemployment Insurance	247	331	-
137	Staff Training and Conference	15,121	15,800	19,850
142	Food Allowance	759	600	2,160
	Subtotal	*874,837*	*1,146,509*	*1,345,577*
Operating and Maintenance				
210	Supplies	1,051	1,076	2,100
216	Reference Books and Materials	-	300	-
217	Dues and Subscriptions	1,319	1,450	2,900
218	NonCapital Equip and Furniture	3,024	101,954	109,173
240	Repair and Maintenance	31,779	48,600	6,300
246	Liability Insurance	1,570	1,985	2,250
250	Prof and Contracted Services	125,202	140,568	152,568
252	Ads and Legal Notices	2,137	1,000	1,000
253	Software	-	-	31,650
261	Telephone Charges	2,721	3,240	4,042
263	Postage	58	250	6,800
264	Printing and Copying	-	600	5,000
269	Other Services and Charges	2,429	10,300	21,180
273	Fleet Lease Operating and Mtc	4,981	3,306	2,253
274	Fleet Lease Replacement	4,431	4,431	4,431
290	Rebates	17,208	75,000	115,000
291	Residential Energy Efficiency Re-	254,201	230,000	225,000
292	Commercial Energy Efficiency Re-	171,909	250,000	225,000
	Subtotal	*624,022*	*874,060*	*916,647*
	SERVICE TOTAL	**$ 1,498,860**	**$ 2,020,569**	**$ 2,262,224**

Shared Services Department

Broadband - Communications

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.

Goals:

- Responsible internal operations and governance

Broadband - Community and Neighborhood Resources and Equity

This service includes Neighborhood Resources, Community Relations & Mediation Services, Social Equity Community Engagement, and Longmont Multicultural Action Program.

- Neighborhood Resources Services works with neighbors and neighborhoods to create sustainable and resilient neighborhoods by fostering 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 coordinates the Neighborhood Group Leaders Association and administers funding for the Neighborhood Improvement, Neighborhood Activities and Discover Neighbors grant programs.
- Community Relations Services- provides mediation, facilitation, and problem-solving services to assist in resolving conflict and disputes involving landlords and tenants, neighbors to neighbor issues, neighborhood or community wide issues, HOA concerns, youth violence, racial and cross-cultural issues. Facilitation for nonprofit agencies, community groups, and the City of Longmont as appropriate. Provides information and referral services for resources, system navigation, civil rights, wage theft, fair housing, schools, and police.
- Social Equity provides services in two areas internal coordinates the City's equity team, sub-teams, and organizational equity training. Provides consultation and strategic equity development for various divisions, staff, and leadership. Embedding equity across the organization, fostering equitable and accessible services, programs, and engagement for all in our community.

Broadband - Community and Neighborhood Resources and Equity (continued)

- Manages the Longmont Multicultural Action Program (LMAC) a City Council–initiated effort that inspires Longmont residents to take individual and collective action to promote cultural understanding, inclusion, and involvement. LMAC was created specifically to address diversity-related issues in Longmont, with the goal of maintaining a welcoming community where *everyone belongs*.
- Focused on three main topic areas— *Explore, Learn, Lead*—LMAC creates engaging opportunities for residents to learn about and celebrate the many different cultures represented in our community. LMAC's important work helps cultivate stronger connections that bridge relationships between community members from diverse cultures.
- Community Engagement provides services to educate, integrate, and provide guidance on the City's community engagement model across the organization. Guidance for departments to plan out community engagement and communications for various projects which may include facilitating at community meetings. Facilitate skill development regarding community engagement that is equitable, accessible, and meaningful. Provide guidance on communication techniques to enhance equitable and authentic communication with diverse neighborhoods and diverse communities within Longmont.

Goals:

- A safe, healthy and adaptable community
- Housing, services, amenities and opportunities for all
- Livable centers, corridors and neighborhoods

Broadband - Enterprise Technology Services Applications

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.

Broadband - Strategic Integration Executive Director

Strategic Integration Administration is responsible for developing departmental policies and procedures and assuring effective delivery of the services provided by the department, including the development of adequate rates, preparation and monitoring of the annual budget, and effective supervision of personnel. This budget service also includes the Project Management Office. New in 2024, the Project Management Office (PMO) provides support for formal and informal project managers throughout the organization. This is accomplished through establishing project management standards, publishing internal project dashboards, and providing templates for use throughout the organization.

Goals:

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

Shared Services Department

Broadband - Strategic Integration Business Enablement/Rates and Finance

The Business Enablement division provides business support in the areas of rates & finance, technology, and customer service/administrative support to the Electric, Water & Waste, Public Works, and NextLight departments.

Broadband - Business Enablement/Customer Service and Administration

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.

Broadband - Business Enablement/Technical Services

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.

Broadband - Strategic Integration Data and Analytics

Data & Analytics offers data quality, management, analysis, and dashboard development services to City departments. The team supports all aspects of data work, from data governance discussions on policy and best practice development, through to process analysis and improvements, and data ecosystem planning. Current goals include design, implementation, and initial use cases of a new enterprise data lake to serve advanced analytics needs.

Broadband - Strategic Integration Geospatial Data and Analysis

This service provides GIS/mapping and related support services. This includes maintaining and updating GIS and maps, surveying services, and technical support for development and capital improvement programs for all City services.

Budgeted Positions - Broadband - Communications

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Assistant Communications and Engagement Director	0.200	0.200	0.200
Communications and Marketing Manager	1.000	1.000	0.000
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	**2.665**	**2.665**	**1.665**

Budget Detail - Broadband - Communications

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	193,908	266,145	154,213
123	Leave Expense	15,041	-	-
126	RHS Plan	1,539	1,066	666
129	Medicare Contribution	2,368	5,297	2,237
131	MOPC	9,583	13,066	7,710
132	Employee Insurance	24,127	36,214	22,013
133	GERP Retirement	22,181	24,567	14,496
135	Compensation Insurance	73	-	84
136	Unemployment Insurance	79	101	-
137	Staff Training and Conference	122	5,000	5,000
141	Uniforms Protective Clothing	-	250	250
142	Food Allowance	37	-	-
	Subtotal	*269,057*	*351,706*	*206,669*
Operating and Maintenance				
210	Supplies	(6)	-	-
217	Dues and Subscriptions	5,578	-	-
218	NonCapital Equip and Furniture	113	250	250
240	Repair and Maintenance	325	2,500	-
246	Liability Insurance	412	-	561
250	Prof and Contracted Services	81,970	100,000	100,000
252	Ads and Legal Notices	167,146	155,000	155,000
253	Software	-	-	2,500
261	Telephone Charges	228	966	966
263	Postage	4,439	10,000	10,000
264	Printing and Copying	15,418	50,000	50,000
269	Other Services and Charges	266	5,000	5,000
	Subtotal	*275,888*	*323,716*	*324,277*
Non-Operating Expense				
970	Transfers to Other Funds	-	4,000	4,000
	Subtotal	*-*	*4,000*	*4,000*
	SERVICE TOTAL	**$ 544,945**	**$ 679,422**	**$ 534,946**

Budgeted Positions- Broadband - Community & Neighborhood Resources & Equity

Budgeted Positions:	2023 Budget	2024 Budget	2025 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**

Budget Detail - Broadband - Community & Neighborhood Resources & Equity

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	7,257	7,732	10,188
123	Leave Expense	1,146	-	-
126	RHS Plan	65	32	32
129	Medicare Contribution	92	111	147
131	MOPC	363	382	510
132	Employee Insurance	763	1,058	1,130
133	GERP Retirement	665	718	958
135	Compensation Insurance	-	3	2
136	Unemployment Insurance	2	2	-
	Subtotal	*10,353*	*10,038*	*12,967*
Operating and Maintenance				
246	Liability Insurance	-	17	16
	Subtotal	*-*	*17*	*16*
	SERVICE TOTAL	**$ 10,353**	**$ 10,055**	**$ 12,983**

Budgeted Positions - Broadband - Enterprise Technology Services Applications

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Technical Functional Analyst CRM and Special Projects	0.000	0.410	0.205
Total	**0.000**	**0.410**	**0.205**

Budget Detail - Broadband - Enterprise Technology Services Applications

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	-	-	60,719
126	RHS Plan	-	-	200
129	Medicare Contribution	-	-	880
131	MOPC	-	-	3,036
132	Employee Insurance	-	-	8,804
133	GERP Retirement	-	-	5,708
	Subtotal	-	-	*79,347*
	SERVICE TOTAL	**$ -**	**$ -**	**$ 79,347**

Budgeted Positions - Broadband - Strategic Integration Executive Director

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Executive Director of Strategic Integration	0.100	0.100	0.100
Project Management Office Manager	0.000	0.050	0.050
Project Management Office Administrative Analyst	0.000	0.050	0.050
Total	**0.100**	**0.200**	**0.200**

Budget Detail - Broadband - Strategic Integration Executive Director

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	17,082	27,592	33,439
123	Leave Expense	3,959	-	-
126	RHS Plan	193	80	80
129	Medicare Contribution	207	400	484
131	MOPC	854	1,380	1,672
132	Employee Insurance	2,164	3,888	4,849
133	GERP Retirement	1,567	2,593	3,143
135	Compensation Insurance	-	6	9
136	Unemployment Insurance	6	11	-
137	Staff Training and Conference	-	653	750
	Subtotal	*26,032*	*36,603*	*44,426*
Operating and Maintenance				
210	Supplies	754	154	-
218	NonCapital Equip and Furniture	-	648	-
246	Liability Insurance	-	39	58
250	Prof and Contracted Services	-	24,462	24,462
253	Software	-	-	2,000
	Subtotal	*754*	*25,303*	*26,520*
	SERVICE TOTAL	**$ 26,786**	**$ 61,906**	**$ 70,946**

Budgeted Positions - Broadband - Business Enablement/Rates and Finance

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Director of Business Enablement	0.100	0.100	0.100
PWNR Assistant Director of Business Services	0.030	0.000	0.000
Utility Rate and Analysis Manager	0.000	0.030	0.030
Utility Rate Analyst	0.030	0.060	0.060
Financial Analyst	0.000	0.000	0.060
Grant Coordinator	0.100	0.100	0.100
Business Analyst	0.090	0.090	0.000
Total	**0.350**	**0.380**	**0.350**

Budget Detail - Broadband - Business Enablement/Rates and Finance

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	29,556	46,349	44,741
123	Leave Expense	5,431	-	-
126	RHS Plan	246	152	140
129	Medicare Contribution	372	670	647
131	MOPC	1,461	2,318	2,238
132	Employee Insurance	2,837	6,423	6,488
133	GERP Retirement	3,506	4,356	4,205
135	Compensation Insurance	-	13	15
136	Unemployment Insurance	13	17	-
137	Staff Training and Conference	1,219	600	600
142	Food Allowance	8	-	-
	Subtotal	*44,650*	*60,898*	*59,074*
Operating and Maintenance				
210	Supplies	84	72	72
218	NonCapital Equip and Furniture	132	126	126
246	Liability Insurance	-	88	98
250	Prof and Contracted Services	124	238	180
253	Software	-	-	58
261	Telephone Charges	42	-	-
	Subtotal	*382*	*524*	*534*
	SERVICE TOTAL	**$ 45,032**	**$ 61,422**	**$ 59,608**

Budgeted Positions - Broadband - Business Enablement/Customer Service & Admin.

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Customer Service and Administration Manager	0.050	0.050	0.050
Administrative Supervisor	0.050	0.050	0.050
Administrative Analyst	0.050	0.100	0.100
Administrative Assistant	0.230	0.230	0.230
Executive Assistant	0.050	0.050	0.050
Total	**0.430**	**0.480**	**0.480**

Budget Detail - Broadband - Business Enablement/Customer Service & Admin.

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	26,737	33,092	41,909
121	Overtime Wages	226	50	50
122	Longevity Compensation	21	120	123
123	Leave Expense	3,431	-	-
126	RHS Plan	473	192	192
129	Medicare Contribution	299	437	562
131	MOPC	1,325	1,645	2,094
132	Employee Insurance	3,518	4,557	5,207
133	GERP Retirement	2,387	3,091	3,939
135	Compensation Insurance	-	8	10
136	Unemployment Insurance	8	12	-
137	Staff Training and Conference	489	780	672
142	Food Allowance	351	-	-
	Subtotal	*39,264*	*43,984*	*54,758*
Operating and Maintenance				
210	Supplies	748	1,113	1,138
240	Repair and Maintenance	154	2,000	-
246	Liability Insurance	-	55	70
250	Prof and Contracted Services	465	2,307	1,841
252	Ads and Legal Notices	15	-	-
253	Software	-	-	512
261	Telephone Charges	26	27	14
	Subtotal	*1,408*	*5,502*	*3,575*
	SERVICE TOTAL	**$ 40,672**	**$ 49,486**	**$ 58,333**

Budgeted Positions - Broadband - Business Enablement/Technical Services

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Technical Services Manager	0.100	0.100	0.100
Lead Technical Functional Analyst	0.103	0.104	0.104
Technical Functional Analyst	0.000	0.150	0.150
Sr Programmer Analyst	0.100	0.100	0.100
Application Support Analyst	0.100	0.100	0.100
Total	**0.403**	**0.554**	**0.554**

Budget Detail - Broadband - Business Enablement/Technical Services

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	45,026	71,006	74,637
123	Leave Expense	9,264	-	-
126	RHS Plan	271	222	222
129	Medicare Contribution	556	1,030	1,082
131	MOPC	2,229	3,550	3,732
132	Employee Insurance	6,910	9,936	10,821
133	GERP Retirement	4,358	6,675	7,015
135	Compensation Insurance	-	16	22
136	Unemployment Insurance	16	28	-
137	Staff Training and Conference	600	1,750	1,750
	Subtotal	*69,231*	*94,213*	*99,281*
Operating and Maintenance				
210	Supplies	31	500	300
218	NonCapital Equip and Furniture	29	42,624	23,870
240	Repair and Maintenance	-	1,900	2,000
246	Liability Insurance	-	109	150
250	Prof and Contracted Services	-	3,000	3,000
253	Software	-	-	500
	Subtotal	*60*	*48,133*	*29,820*
	SERVICE TOTAL	**$ 69,291**	**$ 142,346**	**$ 129,101**

Budgeted Positions - Broadband - Strategic Integration Data and Analytics

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Data and Analytics Program Manager	0.050	0.050	0.050
Data and Innovation Analyst	0.025	0.025	0.025
Business Process Improvement Coordinator	0.050	0.050	0.050
Total	**0.125**	**0.125**	**0.125**

Budget Detail - Broadband - Strategic Integration Data and Analytics

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	12,250	14,691	18,351
112	Temporary Wages	221	-	-
123	Leave Expense	1,180	-	-
126	RHS Plan	20	50	50
128	FICA	14	-	-
129	Medicare Contribution	157	213	267
131	MOPC	610	733	918
132	Employee Insurance	1,195	2,032	2,226
133	GERP Retirement	1,209	1,379	1,725
135	Compensation Insurance	-	5	5
136	Unemployment Insurance	4	6	-
137	Staff Training and Conference	631	205	405
	Subtotal	*17,492*	*19,314*	*23,947*
Operating and Maintenance				
210	Supplies	345	-	-
218	NonCapital Equip and Furniture	30	-	-
240	Repair and Maintenance	253	103	-
246	Liability Insurance	-	31	31
250	Prof and Contracted Services	-	4,800	-
253	Software	-	-	451
	Subtotal	*628*	*4,934*	*482*
	SERVICE TOTAL	**$ 18,120**	**$ 24,248**	**$ 24,429**

Budgeted Positions - Broadband - Strategic Integration Geospatial Data

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Geospatial Data and Analysis Program Manager	0.220	0.150	0.150
Technical Functional Analyst	0.220	0.000	0.000
Lead GIS Analyst	0.200	0.000	0.000
Sr GIS Analyst	0.420	0.150	0.322
GIS Coordinator	0.000	0.150	0.150
Sr GIS Mapping Technician	0.220	0.600	0.450
GIS Mapping Technician	0.200	0.000	0.000
Total	**1.480**	**1.050**	**1.072**

Budget Detail - Broadband - Strategic Integration Geospatial Data

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	101,336	104,978	110,928
112	Temporary Wages	5,182	-	10,560
123	Leave Expense	15,348	-	-
126	RHS Plan	497	420	420
128	FICA	321	-	655
129	Medicare Contribution	1,367	1,521	1,762
131	MOPC	5,042	5,248	5,545
132	Employee Insurance	5,203	14,545	16,082
133	GERP Retirement	12,990	9,870	10,428
135	Compensation Insurance	-	50	33
136	Unemployment Insurance	47	39	-
137	Staff Training and Conference	1,838	5,137	6,006
	Subtotal	*149,172*	*141,808*	*162,419*
Operating and Maintenance				
210	Supplies	4	297	297
216	Reference Books and Materials	-	45	66
218	NonCapital Equip and Furniture	-	5,067	800
240	Repair and Maintenance	23,533	21,550	-
246	Liability Insurance	-	332	221
250	Prof and Contracted Services	402	18,073	26,092
253	Software	-	-	38,346
264	Printing and Copying	-	138	138
	Subtotal	*23,938*	*45,502*	*65,960*
	SERVICE TOTAL	**$ 173,110**	**$ 187,310**	**$ 228,379**

Broadband Utility

Broadband Administration

Broadband Administration includes work performed by the NextLight Executive Director and marketing personnel. This work assesses residential and business customer needs; implements policy; is responsible for strategic planning, performance management, marketing, budgeting, financial and customer usage analysis; and manages rates and regulations. This division ensures alignment with the City's Management Office and Enterprise Technology Services (ETS) divisions. They work with various broadband organizations, peers and vendors to keep abreast of industry standards and developments. They monitor state and federal legislation seeking partnership and funding opportunities.

Goals:

- Deliver, with exceptional technical and customer service, highly reliable and valuable internet
- Contribute to a safe, healthy and adaptable community through internet access for all
- Contribute to affordable and attainable housing with access to discounted or competitively priced fiber internet
- Provide internet with sustainability and climate impact in mind
- Ensure all livable centers, corridors and neighborhoods have fiber access
- Grow economic vitality through innovation and collaboration made possible by fiber internet

Broadband Customer Service

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.

Broadband Product Sales Distribution

This team plays a crucial role in shaping NextLight's market strategy and keeps our products and services competitive. They decide on product offerings and pricing, working with the network engineering team to choose the best customer equipment like routers and handsets. They regularly assess our competitors to stay ahead in the market. The team negotiates access agreements for multi-dwelling units (MDUs) to expand our reach, and leads sales and marketing efforts aimed at MDUs and businesses. They also conduct site surveys to ensure efficient infrastructure builds at business locations. These activities help us achieve our company's goals and strengthen our market position.

Broadband Installation Operations

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.

Broadband Network Operations

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.

Broadband Utility

Broadband Outside Plant Operations

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.

Broadband Digital Operations

Digital Operations leverages technology and data to enhance operational efficiency, streamline processes, and improve overall customer and employee experiences. This work involves supporting employees within the department as well as customers who use our technology to interact with us. Therefore, it is essential for this group to have reliable, innovative solutions that drive effective utilization of technology and data. Additionally, maintaining revenue assurance throughout the customer lifecycle and managing the payment options NextLight offers are crucial aspects of our operations.

Budgeted Positions - Broadband Network Administration

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Executive Director of Nextlight	1.000	1.000	1.000
Digital Operations Manager	1.000	1.000	1.000
Data and Innovation Analyst	0.000	1.000	1.000
Application Support Analyst	0.000	0.000	1.000
Billing And Income Qualified Program Specialist	0.000	0.000	1.000
Nextlight Marketing Associate	0.000	0.000	1.000
Customer Process and Billing Analyst	1.000	1.000	0.000
NextLight Technical Functional Analyst	0.000	1.000	0.000
Safety and Training Specialist	0.300	0.000	0.000
Sr Electric Distribution Field Engineer	0.090	0.000	0.000
Total	**3.390**	**5.000**	**6.000**

Budget Detail - Broadband Network Administration

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	434,323	795,434	865,990
112	Temporary Wages	25,648	-	-
121	Overtime Wages	-	1,000	1,000
122	Longevity Compensation	133	-	-
123	Leave Expense	44,362	10,000	10,000
126	RHS Plan	1,206	2,000	2,400
128	FICA	1,579	-	-
129	Medicare Contribution	6,884	9,817	11,166
131	MOPC	26,572	33,732	38,504
132	Employee Insurance	48,009	94,208	111,660
133	GERP Retirement	47,864	63,416	72,387
135	Compensation Insurance	413	282	250
136	Unemployment Insurance	133	258	-
137	Staff Training and Conference	3,254	19,000	12,500
141	Uniforms Protective Clothing	-	300	325
142	Food Allowance	844	500	1,200
	Subtotal	*641,224*	*1,029,947*	*1,127,382*
Operating and Maintenance				
210	Supplies	4,576	2,950	500
217	Dues and Subscriptions	3,317	3,500	3,500
218	NonCapital Equip and Furniture	3,583	3,458	3,333
240	Repair and Maintenance	458,901	648,100	1,800
245	Mileage Allowance	20	480	480
246	Liability Insurance	2,954	2,550	2,438
250	Prof and Contracted Services	384,723	434,976	273,976
252	Ads and Legal Notices	-	-	305,000
253	Software	-	-	4,000
260	Utilities	1,846	1,100	2,700
261	Telephone Charges	1,216	1,800	1,483
263	Postage	20	275	11,366
264	Printing and Copying	-	-	45,000
269	Other Services and Charges	616,857	544,400	46,400
270	Administrative Mgmt Services	834,897	893,080	1,074,781
271	Franchise Equivalency	7,610	6,307	208,120
273	Fleet Lease Operating and Mtc	5,526	3,306	2,253
274	Fleet Lease Replacement	4,431	4,431	4,431
	Subtotal	*2,330,477*	*2,550,713*	*1,991,561*
Non-Operating Expense				
922	Interest Current Bond Issue	720,008	800,101	684,651
923	Bond Principal Current	-	3,645,000	3,750,000
928	Interest Notes and Contracts	250,452	130,557	130,557
950	Bad Debt	56,689	100,000	1
970	Transfers to Other Funds	5,618	24,592	-
	Subtotal	*1,032,767*	*4,700,250*	*4,565,209*
	SERVICE TOTAL	**$ 4,004,468**	**$ 8,280,910**	**$ 7,684,152**

Budgeted Positions - Broadband Customer Service

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Administrative Supervisor	0.000	0.000	1.000
Field Sales Coordinator	0.000	0.000	1.000
NextLight Sr Customer Service Representative	1.000	1.000	1.000
NextLight Customer Service Representative	7.000	7.000	5.000
NextLight Customer Operations Manager	1.000	1.000	0.000
NextLight Customer Sales and Service Supervisor	0.000	1.000	0.000
Digital Navigation Manager	1.000	1.000	0.000
Customer Experience and Community Relations Analyst	1.000	1.000	0.000
Nextlight Load Analyst	1.000	1.000	0.000
Total	**12.000**	**13.000**	**8.000**

Budget Detail - Broadband Customer Service

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	480,343	936,647	529,637
112	Temporary Wages	89,283	-	-
121	Overtime Wages	7,593	10,000	10,000
123	Leave Expense	45,333	-	-
126	RHS Plan	3,472	5,200	3,200
128	FICA	5,563	-	-
129	Medicare Contribution	7,542	13,583	7,679
131	MOPC	24,936	46,471	26,481
132	Employee Insurance	88,047	129,542	76,448
133	GERP Retirement	71,117	87,367	49,786
135	Compensation Insurance	369	485	513
136	Unemployment Insurance	258	356	-
137	Staff Training and Conference	6,218	25,000	30,000
141	Uniforms Protective Clothing	1,128	1,500	1,000
142	Food Allowance	554	1,200	1,200
	Subtotal	*831,755*	*1,257,351*	*735,944*
Operating and Maintenance				
210	Supplies	2,567	5,000	5,000
218	NonCapital Equip and Furniture	9,058	10,000	-
240	Repair and Maintenance	192	5,800	-
246	Liability Insurance	1,023	1,839	1,996
247	Safety Expenses	(32)	-	-
250	Prof and Contracted Services	4,500	2,500	2,800
253	Software	-	-	5,800
261	Telephone Charges	1,757	1,680	840
269	Other Services and Charges	25,352	32,600	-
273	Fleet Lease Operating and Mtc	-	-	5,677
	Subtotal	*44,417*	*59,419*	*22,113*
Non-Operating Expense				
970	Transfers to Other Funds	5,000	7,400	-
	Subtotal	*5,000*	*7,400*	*-*
Capital Outlay				
432	Vehicles	106,417	-	-
	Subtotal	*106,417*	*-*	*-*
	SERVICE TOTAL	**$ 987,589**	**$ 1,324,170**	**$ 758,057**

Budgeted Positions - Broadband Product, Sales, and Distribution

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Product Marketing and Distribution Manager	1.000	0.000	0.000
Product Development and Operations Manager	0.000	1.000	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**

Budget Detail - Broadband Product, Sales, and Distribution

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	408,881	498,860	519,731
112	Temporary Wages	95	6,956	6,956
123	Leave Expense	69,485	-	-
126	RHS Plan	3,858	2,000	2,000
128	FICA	6	431	431
129	Medicare Contribution	5,855	7,334	7,638
131	MOPC	23,444	24,854	25,987
132	Employee Insurance	60,549	68,877	75,100
133	GERP Retirement	42,913	46,724	48,854
135	Compensation Insurance	149	166	159
136	Unemployment Insurance	155	191	-
137	Staff Training and Conference	5,433	8,200	8,200
141	Uniforms Protective Clothing	283	800	800
142	Food Allowance	155	300	300
	Subtotal	*621,261*	*665,693*	*696,156*
Operating and Maintenance				
210	Supplies	2,789	6,750	3,750
217	Dues and Subscriptions	1,491	1,785	6,000
218	NonCapital Equip and Furniture	2,053	-	-
240	Repair and Maintenance	442	1,290	-
246	Liability Insurance	842	1,108	1,066
250	Prof and Contracted Services	13,205	50,000	386,000
253	Software	-	-	1,325
261	Telephone Charges	1,806	1,800	2,700
269	Other Services and Charges	8,130	10,000	12,000
273	Fleet Lease Operating and Mtc	-	-	32,113
274	Fleet Lease Replacement	-	19,021	19,021
	Subtotal	*30,757*	*91,754*	*463,975*
	SERVICE TOTAL	**$ 652,018**	**$ 757,447**	**$ 1,160,131**

Budgeted Positions - Broadband Installation Operations

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Field Service Supervisor	0.000	1.000	1.000
NextLight Install Technician	5.000	7.000	7.000
NextLight Service Technician	2.000	1.000	2.000
NextLight Bury Utility Technician	0.000	3.000	3.000
Total	**7.000**	**12.000**	**13.000**

Budget Detail - Broadband Installation Operations

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	(51,497)	163,218	300,240
121	Overtime Wages	34,954	33,250	41,275
123	Leave Expense	33,439	-	-
126	RHS Plan	2,609	4,800	5,200
129	Medicare Contribution	8,505	13,330	15,319
131	MOPC	30,560	45,962	52,816
132	Employee Insurance	75,090	127,379	153,069
133	GERP Retirement	55,061	86,407	99,284
135	Compensation Insurance	612	380	2,876
136	Unemployment Insurance	165	348	-
137	Staff Training and Conference	-	20,500	18,000
141	Uniforms Protective Clothing	4,954	6,000	5,600
142	Food Allowance	140	800	800
	Subtotal	*194,592*	*502,374*	*694,479*
Operating and Maintenance				
210	Supplies	6,094	4,800	4,800
218	NonCapital Equip and Furniture	39,708	33,000	29,000
240	Repair and Maintenance	3,980	9,600	9,100
246	Liability Insurance	1,523	3,684	2,611
247	Safety Expenses	4,677	7,500	7,000
249	Operating Leases and Rentals	316	1,500	1,500
261	Telephone Charges	6,586	5,640	3,970
269	Other Services and Charges	54	-	-
273	Fleet Lease Operating and Mtc	16,656	37,748	44,329
274	Fleet Lease Replacement	33,069	50,668	41,258
	Subtotal	*112,663*	*154,140*	*143,568*
Capital Outlay				
432	Vehicles	-	-	32,600
	Subtotal	-	-	*32,600*
	SERVICE TOTAL	**$ 307,254**	**$ 656,514**	**$ 870,647**

Budgeted Positions - Broadband Network Operations

Budgeted Positions:	2023 Budget	2024 Budget	2025 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	2.000	5.000	3.000
Lead Network Operations Center Technician	0.000	1.000	1.000
Network Operations Center Technician	4.000	1.000	2.000
Nextlight Load Analyst	0.000	0.000	1.000
Total	**11.000**	**12.000**	**12.000**

Budget Detail - Broadband Network Operations

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	870,016	1,107,038	1,139,473
121	Overtime Wages	85,491	20,000	50,000
123	Leave Expense	134,803	-	-
126	RHS Plan	5,692	4,800	4,800
129	Medicare Contribution	13,374	16,052	16,521
131	MOPC	49,242	55,353	56,973
132	Employee Insurance	150,568	156,416	165,224
133	GERP Retirement	90,599	104,062	107,112
135	Compensation Insurance	18,876	9,812	10,179
136	Unemployment Insurance	331	432	-
137	Staff Training and Conference	15,789	35,000	35,000
141	Uniforms Protective Clothing	2,158	2,475	2,700
142	Food Allowance	1,325	1,250	1,920
	Subtotal	*1,438,263*	*1,512,690*	*1,589,902*
Operating and Maintenance				
210	Supplies	25,814	15,000	15,000
218	NonCapital Equip and Furniture	21,038	33,000	33,000
240	Repair and Maintenance	1,177,864	2,018,534	1,207,968
246	Liability Insurance	14,570	11,010	11,038
247	Safety Expenses	93	300	300
250	Prof and Contracted Services	23,150	46,930	50,000
253	Software	-	-	671,405
260	Utilities	(1,011)	1,800	1,800
261	Telephone Charges	4,703	6,270	6,270
263	Postage	3,031	2,800	2,800
265	Loss on Obsolete Items	3,379	1,000	1,000
269	Other Services and Charges	351	-	-
273	Fleet Lease Operating and Mtc	3,528	1,777	964
274	Fleet Lease Replacement	6,071	-	-
	Subtotal	*1,282,580*	*2,138,421*	*2,001,545*
Capital Outlay				
432	Vehicles	14,855	-	-
440	Machinery and Equipment	1,219,693	256,244	745,326
	Subtotal	*1,234,548*	*256,244*	*745,326*
	SERVICE TOTAL	**$ 3,955,391**	**$ 3,907,355**	**$ 4,336,773**

Budgeted Positions - Broadband Outside Plant Operations

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Nextlight Network Director	1.000	1.000	1.000
Electric Engineering Project Manager	0.050	0.050	0.050
Fiber Construction Coordinator	1.000	1.000	1.000
Fiber Optic Outside Plant Engineer	1.000	2.000	2.000
NextLIght Fiber Technician	2.000	2.000	3.000
Electric Field Engineer Supervisor	0.000	0.000	0.030
Sr Electric Distribution Field Engineer	0.030	0.120	0.120
Fiber Field Engineer I	2.000	1.000	1.000
Safety and Training Manager	1.000	0.300	0.300
Fiber Outside Plant Manager	1.000	0.000	0.000
NextLIght Lead Install Technician	1.000	1.000	0.000
Supervising Electrical Engineer	0.030	0.030	0.000
Total	**10.110**	**8.500**	**8.500**

Budget Detail - Broadband Outside Plant Operations

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	574,373	719,170	788,875
121	Overtime Wages	3,809	13,300	22,225
123	Leave Expense	114,382	-	-
126	RHS Plan	11,564	3,400	3,400
129	Medicare Contribution	10,562	13,242	14,143
131	MOPC	41,317	45,630	48,771
132	Employee Insurance	139,671	127,072	141,344
133	GERP Retirement	88,280	85,779	91,684
135	Compensation Insurance	1,880	2,959	2,600
136	Unemployment Insurance	318	348	-
137	Staff Training and Conference	8,014	26,500	24,000
141	Uniforms Protective Clothing	3,466	5,800	7,700
142	Food Allowance	258	600	650
	Subtotal	*997,894*	*1,043,800*	*1,145,392*
Operating and Maintenance				
210	Supplies	10,041	6,000	6,000
217	Dues and Subscriptions	240	-	-
218	NonCapital Equip and Furniture	34,807	30,000	25,000
240	Repair and Maintenance	15,703	40,000	8,000
246	Liability Insurance	1,625	2,949	2,219
247	Safety Expenses	3,460	2,750	2,250
249	Operating Leases and Rentals	1,625	5,000	5,000
250	Prof and Contracted Services	259,577	374,000	374,000
253	Software	-	-	34,376
259	Licenses and Permits	3,221	3,600	3,600
261	Telephone Charges	1,735	5,640	4,950
269	Other Services and Charges	5,876	5,000	5,000
273	Fleet Lease Operating and Mtc	21,192	36,314	26,118
274	Fleet Lease Replacement	67,013	75,622	65,629
	Subtotal	*426,114*	*586,875*	*562,142*
Capital Outlay				
440	Machinery and Equipment	-	40,000	40,000
	Subtotal	-	*40,000*	*40,000*
	SERVICE TOTAL	**$ 1,424,008**	**$ 1,670,675**	**$ 1,747,534**

Budget Detail - Broadband Digital Operations

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	7,078	-	-
129	Medicare Contribution	84	-	-
131	MOPC	354	-	-
133	GERP Retirement	637	-	-
137	Staff Training and Conference	-	-	13,000
141	Uniforms Protective Clothing	-	-	300
	Subtotal	*8,153*	-	*13,300*
Operating and Maintenance				
210	Supplies	-	-	2,000
250	Prof and Contracted Services	-	-	211,000
253	Software	-	-	359,300
261	Telephone Charges	-	-	1,440
269	Other Services and Charges	-	-	542,400
	Subtotal	-	-	*1,116,140*
Non-Operating Expense				
950	Bad Debt	-	-	100,000
	Subtotal	-	-	*100,000*
	SERVICE TOTAL	**$ 8,153**	**$ -**	**$ 1,229,440**

Electric Community Investment Fee Fund

Fund Statement

	2023 Actuals	2024 Budget	2025 Budget
Beginning Working Capital	4,765,238	2,022,005	35,093
Committed Working Capital		897,228	
Sources of Funds			
Charges for Services	325,177	953,910	1,049,530
Interest Earnings	90,583	25,000	20,000
Miscellaneous	38,257	-	-
Revenue Revision	-	100,000	-
Total Sources of Funds	**454,017**	**1,078,910**	**1,069,530**
Expenses by Category			
Personal Services	108,786	236,839	101,970
Capital	3,088,465	1,931,755	1,001,490
Total Expenses by Category	**3,197,251**	**2,168,594**	**1,103,460**
Contribution to/(from) Fund Balance	(2,743,234)	(1,089,684)	(33,930)
Ending Working Capital	2,022,005	35,093	1,163

Electric Community Investment Fee Fund

Capital Improvement Program

The following capital projects are funded in 2025. Detailed capital project descriptions are included in the 2025-2029 Capital Improvement Program.

ELECTRIC CIF FUND PROJECTS	2025 Budget
ELE014 Electric System Capacity Increases	1,019,700
ELE016 Electric Substation Expansion	83,760
TOTAL	**$ 1,103,460**

WATER FUND

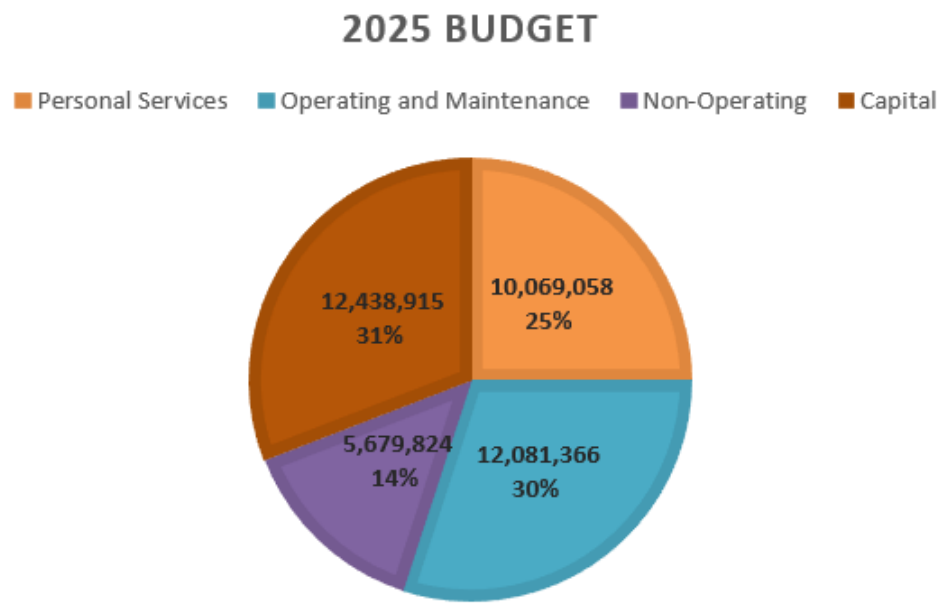
The Water Fund pays for all costs associated with delivering water services to Longmont customers. Those services include acquiring and maintaining a portfolio of water rights, storage and treatment of raw water, storage and distribution of potable water, maintenance of the City's water line system, 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.

External Services

Shared Services

Utilities and Public Works

- **Administration**
- **Electric Services**
- **Public Works**
- **Water and Wastewater**



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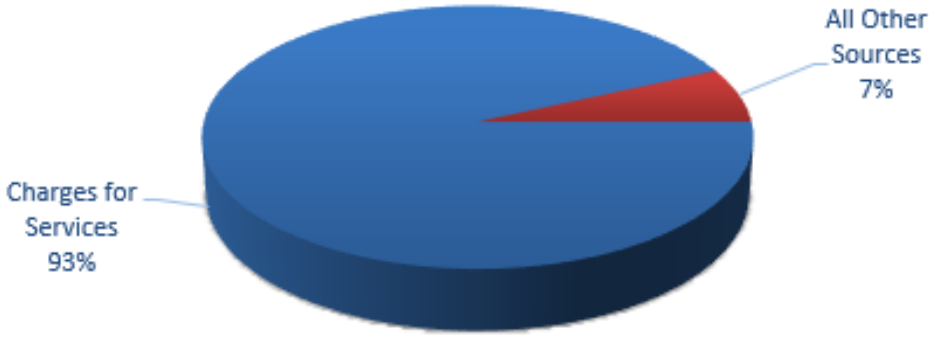
Water Fund Sources



- The Water Fund will receive 93.22% of its operating revenues from the sale of water to the City's sewer customers in 2025.
- The 2025 Budget will require a contribution from fund balance of $7,655,089, primarily for capital projects.

Estimating Major Sources of Funds

Treated Water Sales: The Utilities and Public Works department estimates total sales of treated water based on customer classification, the estimated number of customers in each classification and the estimated average monthly bill in each class.

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.

	2023 Actual	2024 Budget	2025 Budget
SOURCES OF FUNDS			
Sale of Treated Water	$ 23,224,821	$ 28,822,896	$ 28,910,896
Sale of Raw Water	1,850,888	1,000,000	1,000,000
Construction Inspection Fees	56,845	-	-
Water Meters	129,010	25,000	25,000
Back Flow Devices	-	-	125,000
Lab Testing Fees	16,769	15,000	15,000
System Development Fees	504,119	368,400	327,100
Intergovernmental Revenue	871,684	-	-
Interest Income	2,027,389	152,600	170,700
Other Revenue	1,482,796	200,000	200,000
Operating Transfers	2,457,826	1,841,143	1,840,378
Bond Proceeds	-	-	-
Contribution from/(to) Fund Balance	6,929,755	2,716,544	7,655,089
TOTAL FUNDS NEEDED TO MEET EXPENSES	**$ 39,551,902**	**$ 35,141,583**	**$ 40,269,163**

Water Fund Statement

	2023 Actuals	2024 Budget	2025 Budget
Beginning Working Capital	96,423,736	89,493,981	34,551,176
Committed Working Capital		52,226,261	
Sources of Funds			
Licenses and Permits	56,845	-	-
Intergovernmental	871,684	-	-
Charges for Services	25,725,607	30,231,296	30,402,996
Interest Earnings	1,284,773	152,600	170,700
Interfund Transfers	2,457,826	1,841,143	1,840,378
Miscellaneous	2,225,412	200,000	200,000
Total Sources of Funds	**32,622,147**	**32,425,039**	**32,614,074**
Personal Services	7,495,417	9,390,229	10,069,058
Operating and Maintenance	9,962,973	11,953,196	12,081,366
Non-Operating	2,105,080	5,516,736	5,679,824
Capital	19,988,432	8,281,422	12,438,915
Total Expenses by Category	**39,551,902**	**35,141,583**	**40,269,163**
Contribution to/(from) Fund Balance	(6,929,755)	(2,716,544)	(7,655,089)
Ending Working Capital	89,493,981	34,551,176	26,896,087

Water Fund

Capital Improvement Program

2025-2029 Capital Improvement Program

Capital projects are listed below. Detailed descriptions of each project are included in the 2025-2029 Capital Improvement Program.

WATER FUND PROJECTS	2025 Budget
PBF080 Municipal Buildings Boiler Replacement	$ 102,323
PBF082 Municipal Buildings HVAC Replacement	27,441
PBF163 Municipal Buildings Keyless Entry	174,308
PBF192 Operations & Maintenance Building/Site Improvement	201,500
PRO200 Public Education and Interpretive Signage	19,000
WTR066 Water Distribution Rehabilitation and Improvements	8,986,790
WTR155 Water Treatment Plant Improvements	100,000
WTR164 Water Utility Monitoring and Control System	66,000
WTR173 Raw Water Irrigation & Park Pond Improvements	400,000
WTR181 Raw Water Transmission Rehab & Improvements	282,500
WTR182 Raw Water Flow Monitoring & Automation	30,000
WTR194 Ralph Price Reservoir Improvements	250,000
WTR198 Meter and AMR Replacement	1,125,000
TOTAL	**$ 11,764,862**

External Services Department

Overview

	2023 Actual	2024 Budget	2025 Budget
Personal Services	536,488	608,758	833,592
Operating and Maintenance	76,961	90,701	196,434
Non-Operating	-	-	-
Capital	-	-	34,920
TOTAL	**$ 613,449**	**$ 699,459**	**$ 1,064,946**

Parks and Natural Resources

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.

Planning and Development Services

The Planning and Development Services Division is responsible for the comprehensive management and coordination of planning services, encompassing development review, historic preservation, and long-range planning. The division provides essential administrative support to the Development Services Center (DSC), which integrates Planning, Public Works, Building Inspection, Code Enforcement and Parking Enforcement. Staff facilitates a one-stop development review process within the DSC, ensuring efficient and effective service delivery. Additionally, the planning services group conducts in-depth research and special studies for various project-specific task forces, steering committees, the Planning and Zoning Commission, Board of Adjustment, Historic Preservation Commission, and the City Council. The department frequently engages in projects aligned with the City Council's annual work plans and is responsible for maintaining and updating the Land Development Code and the Envision Longmont Comprehensive Plan.

Budgeted Positions - Parks and Natural Resources

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Director of Parks and Natural Resources	0.201	0.201	0.201
Ecosystem Manager	0.350	0.285	0.285
Open Space Manager	0.100	0.100	0.100
Executive Assistant	0.150	0.150	0.150
Sr Project Manager	0.000	0.334	0.334
Project Manager II	0.400	0.000	0.000
Volunteer Coordinator	0.350	0.350	0.350
Sr Parks and Open Space Ranger	0.100	0.100	0.100
Sr Watershed Ranger	1.000	1.000	1.000
Watershed Ranger II	1.000	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	0.780	0.780
Natural Resources Technician	0.150	0.000	0.000
Natural Resources Tech III	0.000	0.000	0.100
5-yr Fixed Term Volunteer Project Coordinator	0.000	0.000	0.250
Total	**4.911**	**4.760**	**5.110**

Budget Detail - Parks and Natural Resources

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	317,768	414,404	450,281
112	Temporary Wages	3,405	9,575	143,376
121	Overtime Wages	725	-	4,100
123	Leave Expense	42,814	-	-
126	RHS Plan	2,039	1,904	2,044
128	FICA	214	594	9,483
129	Medicare Contribution	4,433	6,147	8,749
131	MOPC	17,512	20,721	22,514
132	Employee Insurance	58,419	57,424	65,290
133	GERP Retirement	35,589	38,952	42,327
135	Compensation Insurance	84	138	133
136	Unemployment Insurance	128	160	-
137	Staff Training and Conference	-	-	4,000
141	Uniforms Protective Clothing	-	-	2,500
142	Food Allowance	-	-	495
	Subtotal	*483,130*	*550,019*	*755,292*
Operating and Maintenance				
210	Supplies	3,206	7,182	19,852
214	Pamphlets and Documents	-	-	1,000
216	Reference Books and Materials	-	-	100
217	Dues and Subscriptions	-	-	320
218	NonCapital Equip and Furniture	-	-	11,000
222	Chemicals	301	5,000	6,250
240	Repair and Maintenance	609	-	4,000
246	Liability Insurance	1,198	2,180	1,428
247	Safety Expenses	60	1,259	3,759
250	Prof and Contracted Services	28,912	53,432	127,607
253	Software	-	-	250
261	Telephone Charges	804	-	-
264	Printing Copying and Binding	907	-	-
273	Fleet Lease Operating and Mtc	6,897	6,726	7,785
274	Fleet Lease Replacement	34,067	14,822	12,988
	Subtotal	*76,961*	*90,601*	*196,339*
Capital Outlay				
432	Vehicles	-	-	27,920
440	Machinery and Equipment	-	-	7,000
	Subtotal	-	-	*34,920*
	SERVICE TOTAL	**$ 560,090**	**$ 640,620**	**$ 986,551**

Budgeted Positions - Planning and Development Services

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Development Project Administrator	0.088	0.088	0.188
Planning Technician	0.130	0.130	0.130
Administrative Assistant	0.430	0.430	0.430
Total	**0.648**	**0.648**	**0.748**

Budget Detail - Planning and Development Services

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	39,082	45,061	59,829
121	Overtime Wages	194	-	-
123	Leave Expense	2,176	-	-
126	RHS Plan	1,307	259	299
129	Medicare Contribution	495	654	868
131	MOPC	1,889	2,253	2,991
132	Employee Insurance	4,326	6,244	8,675
133	GERP Retirement	3,877	4,236	5,624
135	Compensation Insurance	-	15	14
136	Unemployment Insurance	14	17	-
	Subtotal	*53,359*	*58,739*	*78,300*
Operating and Maintenance				
246	Liability Insurance	-	100	95
	Subtotal	*-*	*100*	*95*
	SERVICE TOTAL	**$ 53,359**	**$ 58,839**	**$ 78,395**

Shared Services Department

Overview

	2023 Actual	2024 Budget	2025 Budget
Personal Services	705,504	932,746	1,075,491
Operating and Maintenance	399,455	801,191	993,725
Non-Operating	2,499,274	5,395,011	5,679,824
Capital	-	-	-
TOTAL	**$ 3,604,233**	**$ 7,128,948**	**$ 7,749,040**

Communications

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.

Goals:

- Responsible internal operations and governance

Community and Neighborhood Resources and Equity

This service includes Neighborhood Resources, Community Relations & Mediation Services, Social Equity Community Engagement, and Longmont Multicultural Action Program.

- Neighborhood Resources Services works with neighbors and neighborhoods to create sustainable and resilient neighborhoods by fostering 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 coordinates the Neighborhood Group Leaders Association and administers funding for the Neighborhood Improvement, Neighborhood Activities and Discover Neighbors grant programs.

Community and Neighborhood Resources and Equity (continued)

- Community Relations Services- provides mediation, facilitation, and problem-solving services to assist in resolving conflict and disputes involving landlords and tenants, neighbors to neighbor issues, neighborhood or community wide issues, HOA concerns, youth violence, racial and cross-cultural issues. Facilitation for nonprofit agencies, community groups, and the City of Longmont as appropriate. Provides information and referral services for resources, system navigation, civil rights, wage theft, fair housing, schools, and police.
- Social Equity provides services in two areas internal coordinates the City's equity team, sub-teams, and organizational equity training. Provides consultation and strategic equity development for various divisions, staff, and leadership. Embedding equity across the organization, fostering equitable and accessible services, programs, and engagement for all in our community.
- Manages the Longmont Multicultural Action Program (LMAC) a City Council–initiated effort that inspires Longmont residents to take individual and collective action to promote cultural understanding, inclusion, and involvement. LMAC was created specifically to address diversity-related issues in Longmont, with the goal of maintaining a welcoming community where *everyone belongs*.
- Focused on three main topic areas— *Explore, Learn, Lead*—LMAC creates engaging opportunities for residents to learn about and celebrate the many different cultures represented in our community. LMAC's important work helps cultivate stronger connections that bridge relationships between community members from diverse cultures.
- Community Engagement provides services to educate, integrate, and provide guidance on the City's community engagement model across the organization. Guidance for departments to plan out community engagement and communications for various projects which may include facilitating at community meetings. Facilitate skill development regarding community engagement that is equitable, accessible, and meaningful. Provide guidance on communication techniques to enhance equitable and authentic communication with diverse neighborhoods and diverse communities within Longmont.

Goals:

- A safe, healthy and adaptable community
- Housing, services, amenities and opportunities for all
- Livable centers, corridors and neighborhoods

Enterprise Technology Services Applications

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.

Strategic Integration Executive Director

Strategic Integration Administration is responsible for developing departmental policies and procedures and assuring effective delivery of the services provided by the department, including the development of adequate rates, preparation and monitoring of the annual budget, and effective supervision of personnel. This budget service also includes the Project Management Office. New in 2024, the Project Management Office (PMO) provides support for formal and informal project managers throughout the organization. This is accomplished through establishing project management standards, publishing internal project dashboards, and providing templates for use throughout the organization.

Strategic Integration Executive Director (continued)

Goals:

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

Air Quality/Oil and Gas

This service tracks, monitors, and negotiates oil and gas easements and leases, audits oil and gas royalties, oversees the plugging, abandonment, and reclamation of retired wells and coordinates air and water quality monitoring. This service supports air quality goals associated with the Sustainability Plan, which can be found at indicators.longmontcolorado.gov.

Business Enablement/Rates and Finance

The Business Enablement division provides business support in the areas of rates & finance, technology, and customer service/administrative support to the Electric, Water & Waste, Public Works, and NextLight departments.

Business Enablement/Customer Service and Administration

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.

Business Enablement/Technical Services

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.

Data and Analytics

Data & Analytics offers data quality, management, analysis, and dashboard development services to City departments. The team supports all aspects of data work, from data governance discussions on policy and best practice development, through to process analysis and improvements, and data ecosystem planning. Current goals include design, implementation, and initial use cases of a new enterprise data lake to serve advanced analytics needs.

Geospatial Data and Analysis

This service provides GIS/mapping and related support services. This includes maintaining and updating GIS and maps, surveying services, and technical support for development and capital improvement programs for all City services.

Budgeted Positions - Communications

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Assistant Communications and Engagement Director	0.160	0.160	0.160
Citywide Brand and Digital Communications Specialist	0.085	0.085	0.085
Communications and Marketing Specialist	0.600	0.600	0.600
Total	**0.845**	**0.845**	**0.845**

Budget Detail - Communications

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	69,988	78,320	79,869
123	Leave Expense	4,130	-	-
126	RHS Plan	184	338	338
129	Medicare Contribution	874	1,136	1,159
131	MOPC	3,485	3,916	3,994
132	Employee Insurance	9,283	10,852	11,582
133	GERP Retirement	6,621	7,362	7,507
135	Compensation Insurance	-	25	25
136	Unemployment Insurance	24	31	-
137	Staff Training and Con-	506	1,500	1,500
	Subtotal	*95,095*	*103,480*	*105,974*
Operating and Maintenance				
210	Supplies	34	4,590	2,590
217	Dues and Subscriptions	576	12,479	12,479
246	Liability Insurance	-	168	165
250	Prof and Contracted Ser-	125	25,300	22,300
252	Ads and Legal Notices	1,545	7,340	7,340
261	Telephone Charges	298	-	-
264	Printing Copying and	698	1,000	6,000
	Subtotal	*3,277*	*50,877*	*50,874*
	SERVICE TOTAL	**$ 98,372**	**$ 154,357**	**$ 156,848**

Budgeted Positions - Community and Neighborhood Resources and Equity

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Neighborhood Resource Coordinator	0.060	0.060	0.060
Social Equity Coordinator	0.060	0.060	0.060
Total	**0.120**	**0.120**	**0.120**

Budget Detail - Community and Neighborhood Resources and Equity

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	10,886	11,598	14,080
123	Leave Expense	1,720	-	-
126	RHS Plan	98	48	48
129	Medicare Contribution	137	168	205
131	MOPC	544	572	704
132	Employee Insurance	1,144	1,588	1,694
133	GERP Retirement	998	1,076	1,324
135	Compensation Insurance	-	4	4
136	Unemployment Insurance	4	4	-
	Subtotal	*15,531*	*15,058*	*18,059*
Operating and Maintenance				
246	Liability Insurance	-	26	24
	Subtotal	*-*	*26*	*24*
	SERVICE TOTAL	**$ 15,531**	**$ 15,084**	**$ 18,083**

Budgeted Positions - Enterprise Technology Services Applications

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Technical Functional Analyst CRM and Special Projects	0.000	0.210	0.105
Total	**0.000**	**0.210**	**0.105**

Budget Detail - Enterprise Technology Services Applications

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	-	24,366	12,751
126	RHS Plan	-	84	42
129	Medicare Contribution	-	353	185
131	MOPC	-	1,218	638
132	Employee Insurance	-	1,218	1,849
133	GERP Retirement	-	2,290	1,199
135	Compensation Insurance	-	-	8
136	Unemployment Insurance	-	9	-
	Subtotal	-	29,538	16,672
Operating and Maintenance				
210	Supplies	-	141	-
218	NonCapital Equip and	-	420	-
246	Liability Insurance	-	-	51
253	Software	-	-	83
	Subtotal	-	561	134
	SERVICE TOTAL	**$ -**	**$ 30,099**	**$ 16,806**

Budgeted Positions - Strategic Integration Executive Director

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Executive Director of Strategic Integration	0.154	0.154	0.154
Project Management Office Manager	0.000	0.140	0.140
Project Management Office Administrative Analyst	0.000	0.140	0.140
Total	**0.154**	**0.434**	**0.434**

Budget Detail - Strategic Integration Executive Director

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	26,306	54,996	65,791
112	Temporary Wages	156	-	-
123	Leave Expense	6,097	-	-
126	RHS Plan	297	174	174
128	FICA	10	-	-
129	Medicare Contribution	321	798	954
131	MOPC	1,315	2,751	3,289
132	Employee Insurance	3,333	7,799	9,539
133	GERP Retirement	2,412	5,170	6,184
135	Compensation Insurance	-	4,437	17
136	Unemployment Insurance	9	21	-
137	Staff Training and Conference	-	2,418	2,000
142	Food Allowance	4	-	-
	Subtotal	*40,261*	*78,564*	*87,948*
Operating and Maintenance				
210	Supplies	1,661	385	-
217	Dues and Subscriptions	309	-	-
218	NonCapital Equip and Furniture	67	1,626	-
240	Repair and Maintenance	1,442	-	-
246	Liability Insurance	-	1,175	116
250	Prof and Contracted Services	105,062	144,899	140,640
253	Software	-	-	4,259
	Subtotal	*108,541*	*148,085*	*145,015*
Non-Operating Expense				
922	Interest Current Bond Issue	2,491,650	2,401,838	2,289,763
923	Bond Principal Current	-	2,870,000	2,980,000
970	Transfers to Other Funds	7,624	7,624	-
	Subtotal	*2,499,274*	*5,279,462*	*5,269,763*
	SERVICE TOTAL	**$ 2,648,076**	**$ 5,506,111**	**$ 5,502,726**

Shared Services Department—Strategic Integration

Budget Detail - Oil and Gas

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	782	-	-
129	Medicare Contribution	20	-	-
131	MOPC	81	-	-
133	GERP Retirement	146	-	-
	Subtotal	*1,030*	-	-
Operating and Maintenance				
250	Prof and Contracted Services	6,487	-	-
261	Telephone Charges	5	-	-
	Subtotal	*6,492*	-	-
	SERVICE TOTAL	**$ 7,522**	**$ -**	**$ -**

Budgeted Positions - Strategic Integration Business Enablement/Rates and Finance

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Director of Business Enablement	0.160	0.160	0.160
Utility Rate and Analysis Manager	0.000	0.181	0.181
Utility Rate Analyst	0.180	0.360	0.360
Financial Analyst	0.000	0.000	0.360
Grant Coordinator	0.200	0.200	0.200
Business Analyst	0.520	0.520	0.000
Total	**1.060**	**1.421**	**1.261**

Budget Detail - Strategic Integration Business Enablement/Rates and Finance

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	89,391	164,346	152,339
123	Leave Expense	16,091	-	-
126	RHS Plan	691	568	504
129	Medicare Contribution	1,094	2,382	2,209
131	MOPC	4,425	8,216	7,617
132	Employee Insurance	12,814	22,773	22,090
133	GERP Retirement	12,129	15,449	14,320
135	Compensation Insurance	-	46	52
136	Unemployment Insurance	44	63	-
137	Staff Training and Conference	3,218	4,900	4,900
142	Food Allowance	37	-	-
	Subtotal	*139,934*	*218,743*	*204,031*
Operating and Maintenance				
210	Supplies	530	108	108
218	NonCapital Equip and Furniture	1,165	189	189
240	Repair and Maintenance	148	-	-
245	Mileage Allowance	-	100	100
246	Liability Insurance	-	307	346
250	Prof and Contracted Services	7,048	5,636	-
252	Ads and Legal Notices	919	500	500
253	Software	-	-	5,636
261	Telephone Charges	68	-	-
269	Other Services and Charges	148,721	149,241	157,000
290	Rebates	-	157,140	207,425
	Subtotal	*158,599*	*313,221*	*371,304*
Non-Operating Expense				
950	Bad Debt	-	2,500	5,500
970	Transfers to Other Funds	-	113,049	404,561
	Subtotal	*-*	*115,549*	*410,061*
	SERVICE TOTAL	**$ 298,533**	**$ 647,513**	**$ 985,396**

Budgeted Positions - Business Enablement/Customer Service and Administration

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Customer Service and Administration Manager	0.190	0.190	0.190
Administrative Supervisor	0.190	0.190	0.190
Administrative Analyst	0.190	0.380	0.380
Executive Assistant	0.120	0.120	0.120
Administrative Assistant	0.760	0.570	0.760
Sr Customer Service Representative	0.100	0.100	0.100
Customer Service Representative	0.300	0.300	0.300
Water Meter Coordinator	0.000	0.000	0.750
Total	**1.850**	**1.850**	**2.790**

Budget Detail - Business Enablement/Customer Service and Administration

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	119,925	126,527	218,898
112	Temporary Wages	-	-	17,744
121	Overtime Wages	2,090	190	350
122	Longevity Compensation	81	456	468
123	Leave Expense	13,698	-	-
126	RHS Plan	1,843	740	1,116
128	FICA	-	-	1,100
129	Medicare Contribution	1,381	1,670	3,258
131	MOPC	5,927	6,267	10,947
132	Employee Insurance	17,545	17,365	29,913
133	GERP Retirement	10,743	11,778	20,577
135	Compensation Insurance	-	56	40
136	Unemployment Insurance	39	46	-
137	Staff Training and Conference	279	2,964	3,696
142	Food Allowance	380	760	760
	Subtotal	*173,930*	*168,819*	*308,867*
Operating and Maintenance				
210	Supplies	2,016	2,660	3,234
218	NonCapital Equip and Furniture	1,544	808	1,925
240	Repair and Maintenance	7,254	2,000	-
246	Liability Insurance	-	371	267
250	Prof and Contracted Services	1,539	8,763	10,847
253	Software	-	-	2,010
260	Utilities	734	-	900
261	Telephone Charges	97	103	79
	Subtotal	*13,185*	*14,705*	*19,262*
	SERVICE TOTAL	**$ 187,115**	**$ 183,524**	**$ 328,129**

Budgeted Positions - Business Enablement/Technical Services

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Technical Services Manager	0.100	0.100	0.100
Sr Programmer Analyst	0.130	0.130	0.130
Lead Technical Functional Analyst	0.103	0.103	0.103
Technical Functional Analyst	0.000	0.100	0.100
Application Support Analyst	0.130	0.130	0.130
Total	**0.463**	**0.563**	**0.563**

Budget Detail - Business Enablement/Technical Services

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	51,347	72,113	75,820
123	Leave Expense	10,650	-	-
126	RHS Plan	328	225	225
129	Medicare Contribution	635	1,046	1,099
131	MOPC	2,542	3,606	3,791
132	Employee Insurance	7,868	10,089	10,993
133	GERP Retirement	4,947	6,779	7,127
135	Compensation Insurance	-	19	23
136	Unemployment Insurance	18	28	-
137	Staff Training and Conference	-	1,560	4,560
	Subtotal	*78,335*	*95,465*	*103,638*
Operating and Maintenance				
210	Supplies	305	3,630	3,010
217	Dues and Subscriptions	9	-	-
218	NonCapital Equip and Furniture	11,044	28,042	43,923
240	Repair and Maintenance	43,924	56,073	29,538
246	Liability Insurance	-	295	260
250	Prof and Contracted Services	27,916	75,014	92,500
253	Software	-	-	137,176
260	Utilities	2,990	23,400	23,400
261	Telephone Charges	7,665	9,222	9,222
	Subtotal	*93,852*	*195,676*	*339,029*
	SERVICE TOTAL	**$ 172,187**	**$ 291,141**	**$ 442,667**

Budgeted Positions - Data and Analytics

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Data and Analytics Program Manager	0.280	0.280	0.280
Business Process Improvement Coordinator	0.280	0.280	0.280
Data and Innovation Analyst	0.140	0.140	0.140
Total	**0.700**	**0.700**	**0.700**

Budget Detail - Data and Analytics

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	68,602	82,269	88,960
112	Temporary Wages	1,240	18,240	-
123	Leave Expense	6,610	-	-
126	RHS Plan	112	280	280
128	FICA	77	1,131	-
129	Medicare Contribution	882	1,457	1,290
131	MOPC	3,416	4,105	4,447
132	Employee Insurance	6,694	11,377	12,465
133	GERP Retirement	6,772	7,717	8,362
135	Compensation Insurance	-	26	32
136	Unemployment Insurance	25	31	-
137	Staff Training and Conference	3,634	1,148	2,298
	Subtotal	*98,063*	*127,781*	*118,134*
Operating and Maintenance				
210	Supplies	1,992	-	-
218	NonCapital Equip and Furniture	171	-	-
240	Repair and Maintenance	1,423	574	-
246	Liability Insurance	-	174	212
250	Prof and Contracted Services	72	40,200	-
253	Software	-	-	2,577
	Subtotal	*3,658*	*40,948*	*2,789*
	SERVICE TOTAL	**$ 101,721**	**$ 168,729**	**$ 120,923**

Budgeted Positions - Geospatial Data and Analysis

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Geospatial Data and Analysis Program Manager	0.100	0.100	0.100
Technical Functional Analyst	0.100	0.000	0.000
Lead GIS Analyst	0.070	0.000	0.000
GIS Coordinator	0.000	0.100	0.100
Sr GIS Analyst	0.170	0.100	0.222
Sr GIS Mapping Technician	0.100	0.400	0.300
GIS/Mapping Technician	0.070	0.000	0.000
Total	**0.610**	**0.700**	**0.722**

Budget Detail - Geospatial Data and Analysis

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	41,836	69,983	74,117
112	Temporary Wages	2,356	-	8,640
123	Leave Expense	6,608	-	-
126	RHS Plan	218	280	280
128	FICA	146	-	536
129	Medicare Contribution	567	1,016	1,200
131	MOPC	2,082	3,498	3,706
132	Employee Insurance	2,189	9,696	10,748
133	GERP Retirement	5,239	6,577	6,967
135	Compensation Insurance	-	20	22
136	Unemployment Insurance	19	25	-
137	Staff Training and Conference	2,065	4,203	5,952
	Subtotal	*63,325*	*95,298*	*112,168*
Operating and Maintenance				
210	Supplies	1,158	243	243
216	Reference Books and Materials	24	37	66
218	NonCapital Equip and Furniture	2,502	4,145	872
240	Repair and Maintenance	7,839	17,632	-
246	Liability Insurance	-	135	148
250	Prof and Contracted Services	329	14,787	25,854
253	Software	-	-	37,998
264	Printing Copying and Binding	-	113	113
	Subtotal	*11,850*	*37,092*	*65,294*
	SERVICE TOTAL	**$ 75,176**	**$ 132,390**	**$ 177,462**

Utilities and Public Works—Administration

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.

Goals:

- Responsible Stewardship of our Resources
- Job growth and economic vitality through innovation and collaboration
- Livable centers, corridors and neighborhoods
- Housing, services, amenities and opportunities for all
- A safe, healthy and adaptable community
- A complete, balanced and connected transportation system

Budgeted Positions - Utility and Public Works Administration

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Assistant City Manager Utilities and Public Works	0.220	0.220	0.220
Director of Operations	0.250	0.350	0.350
Engineering and Operations Administrator	0.000	0.500	0.000
Director of Engineering Services	0.300	0.300	0.150
Sr Electrical and Control Systems Engineer	0.500	0.500	0.500
Administrative Assistant	0.000	0.190	0.000
Total	**1.270**	**2.060**	**1.220**

Budget Detail - Utility and Public Works Administration

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	261,268	461,535	363,856
112	Temporary Wages	13,124	43,318	43,318
121	Overtime Wages	-	350	-
123	Leave Expense	62,393	23,000	23,000
126	RHS Plan	1,727	824	488
128	FICA	805	2,686	2,686
129	Medicare Contribution	3,724	6,006	4,180
131	MOPC	14,101	18,545	12,250
132	Employee Insurance	30,903	51,733	35,522
133	GERP Retirement	25,406	34,863	23,029
135	Compensation Insurance	197	-	6,587
136	Unemployment Insurance	69	142	-
137	Staff Training and Conferences	-	320	320
142	Food Allowance	-	125	125
	Subtotal	*413,717*	*643,447*	*515,361*
Operating and Maintenance				
210	Supplies	-	500	500
216	Reference Books and Materials	-	200	200
217	Dues and Subscriptions	18	695	695
218	NonCapital Equip and Furniture	-	1,725	1,725
240	Repair and Maintenance	-	500	500
245	Mileage Allowance	-	820	820
246	Liability Insurance	1,386	-	1,372
250	Prof and Contracted Services	12,728	-	-
261	Telephone Charges	410	800	800
269	Other Services and Charges	(402)	-	-
273	Fleet Lease Operating and Mtc	406	1,907	3,295
274	Fleet Lease Replacement	3,958	3,957	3,957
	Subtotal	*18,503*	*11,104*	*13,864*
	SERVICE TOTAL	**$ 432,219**	**$ 654,551**	**$ 529,225**

Electric Services - Meter Reading

Electric Meter Reading is responsible for acquiring and reading customer usage data from approximately 70,000 electric and water meters 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.

Budgeted Positions - Meter Reading

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Technical Functional Analyst	0.000	0.000	0.038
GMS Engineering Supervisor	0.000	0.000	0.038
Electrical SCADA Engineer	0.000	0.000	0.038
GMS Technician Supervisor	0.000	0.000	0.038
GMS Technician	0.000	0.000	0.075
Meter Reading Supervisor	0.300	0.300	0.000
Sr Meter Reader	0.225	0.000	0.000
Meter Reader	1.200	0.825	0.000
Administrative Analyst	0.300	0.000	0.000
Total	**2.025**	**1.125**	**0.225**

Budget Detail - Meter Reading

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	37,012	73,874	31,897
112	Temporary Wages	59,146	-	2,059
121	Overtime Wages	119	150	150
123	Leave Expense	4,865	-	-
126	RHS Plan	240	450	90
128	FICA	3,699	-	128
129	Medicare Contribution	1,353	1,072	493
131	MOPC	1,951	3,694	1,594
132	Employee Insurance	5,300	10,236	4,625
133	GERP Retirement	11,330	6,944	2,998
135	Compensation Insurance	614	1,712	162
136	Unemployment Insurance	42	28	-
137	Staff Training and Conference	-	900	900
141	Uniforms Protective Clothing	45	1,440	1,440
142	Food Allowance	27	-	-
	Subtotal	*125,742*	*100,500*	*46,536*
Operating and Maintenance				
210	Supplies	29	90	90
218	NonCapital Equip and Furniture	-	750	750
240	Repair and Maintenance	2,087	5,477	2,057
246	Liability Insurance	383	516	63
247	Safety Expenses	195	450	450
250	Prof and Contracted Services	-	600	600
253	Software	-	-	3,420
261	Telephone Charges	438	480	480
264	Printing Copying and Binding	-	36	36
270	Administrative and Management Ser-	13,561	10,149	1,225
273	Fleet Lease Operating and Mtc	7,984	12,774	1,510
274	Fleet Lease Replacement	1,601	1,601	200
	Subtotal	*26,279*	*32,923*	*10,881*
	SERVICE TOTAL	**$ 152,021**	**$ 133,423**	**$ 57,417**

Utilities and Public Works—Public Works and Engineering

Overview

	2023 Actual	2024 Budget	2025 Budget
Personal Services	850,874	655,938	1,343,574
Operating and Maintenance	59,870	63,719	100,891
Non-Operating	-	-	-
Capital	-	-	6,300
TOTAL	**$ 910,744**	**$ 719,657**	**$ 1,450,765**

Engineering Services

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

Construction Inspection

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.

Survey and Engineering Support

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.

Budgeted Positions - Engineering Services

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Engineering Administrator	0.050	0.050	0.000
Assistant Director of Engineering Services	0.500	0.000	0.000
Assistant Director of Water and Waste	0.000	0.100	0.000
Sr Civil Engineer	0.600	0.500	0.000
Civil Engineer II	1.100	1.000	0.000
Project Manager II	0.150	0.050	0.000
Total	**2.400**	**1.700**	**0.000**

Budget Detail - Engineering Services

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	447,335	225,452	740,186
126	RHS Plan	2,036	680	2,020
129	Medicare Contribution	4,496	3,269	10,844
131	MOPC	15,416	11,275	37,008
132	Employee Insurance	35,612	31,243	107,327
133	GERP Retirement	33,624	21,193	69,578
136	Unemployment Insurance	122	87	-
137	Staff Training and Conference	963	2,000	2,000
142	Food Allowance	-	-	500
	Subtotal	*539,604*	*295,199*	*969,463*
Operating and Maintenance				
210	Supplies	1,657	3,000	3,000
216	Reference Books and Materials	4,213	100	100
217	Dues and Subscriptions	1,442	425	425
218	NonCapital Equip and Furniture	2,341	2,462	2,462
240	Repair and Maintenance	12,767	10,426	27,500
245	Mileage Allowance	-	50	50
247	Safety Expenses	257	300	300
249	Operating Leases and Rentals	225	-	-
250	Prof and Contracted Services	5,000	5,000	5,000
253	Software	-	-	19,000
261	Telephone Charges	2,369	1,200	1,200
264	Printing Copying and Binding	4	250	250
	Subtotal	*30,275*	*23,213*	*59,287*
	SERVICE TOTAL	**$ 569,879**	**$ 318,412**	**$ 1,028,750**

Budgeted Positions - Construction Inspection

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Construction Inspection Supervisor	0.200	0.200	0.200
Sr Construction Inspector	0.800	0.800	0.800
Construction Inspector	1.000	1.000	1.150
Total	**2.000**	**2.000**	**2.150**

Budget Detail - Construction Inspection

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	139,157	168,815	193,970
112	Temporary Wages	-	102	2,402
121	Overtime Wages	14,342	12,000	12,000
123	Leave Expense	21,576	-	-
126	RHS Plan	2,507	800	860
128	FICA	-	6	149
129	Medicare Contribution	2,129	2,450	2,846
131	MOPC	7,643	8,441	9,698
132	Employee Insurance	20,970	23,393	27,866
133	GERP Retirement	14,695	15,869	18,234
135	Compensation Insurance	858	1,456	1,381
136	Unemployment Insurance	54	63	-
137	Staff Training and Conferences	1,486	600	1,000
141	Uniforms Protective Clothing	717	300	300
	Subtotal	*226,135*	*234,295*	*270,706*
Operating and Maintenance				
210	Supplies	5,898	1,800	2,041
216	Reference Books and Materials	-	20	20
217	Dues and Subscriptions	-	200	200
218	NonCapital Equip and Furniture	56	2,300	2,814
222	Chemicals	-	400	400
240	Repair and Maintenance	-	120	120
246	Liability Insurance	435	586	514
247	Safety Expenses	-	300	300
249	Operating Leases and Rentals	250	600	600
253	Software	-	-	60
260	Utilities	302	-	100
261	Telephone Charges	87	1,856	1,930
264	Printing Copying and Binding	-	140	140
273	Fleet Lease Operating and Mtc	8,620	7,795	7,599
274	Fleet Lease Replacement	5,436	3,342	3,057
	Subtotal	*21,085*	*19,459*	*19,895*
Capital Outlay				
432	Vehicles	-	-	6,300
	Subtotal	-	-	*6,300*
	SERVICE TOTAL	**$ 247,220**	**$ 253,754**	**$ 296,901**

Budgeted Positions - Survey and Engineering Support

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Engineering and Surveying Technician Supervisor	0.250	0.250	0.250
Engineering Technician	0.500	0.500	0.250
Sr Engineering Technician	0.250	0.250	0.250
Total	**1.000**	**1.000**	**0.750**

Budget Detail - Survey and Engineering Support

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	55,166	95,801	77,889
121	Overtime Wages	-	500	375
123	Leave Expense	6,838	-	-
126	RHS Plan	587	400	300
129	Medicare Contribution	964	1,389	1,130
131	MOPC	3,691	4,782	3,894
132	Employee Insurance	9,960	13,253	11,207
133	GERP Retirement	7,768	8,992	7,320
135	Compensation Insurance	134	30	30
136	Unemployment Insurance	28	37	-
137	Staff Training and Conferences	-	1,200	1,200
141	Uniforms Protective Clothing	-	60	60
	Subtotal	*85,136*	*126,444*	*103,405*
Operating and Maintenance				
210	Supplies	11	600	680
216	Reference Books and Materials	-	25	25
217	Dues and Subscriptions	470	100	20
218	NonCapital Equip and Furniture	493	360	360
240	Repair and Maintenance	832	5,440	1,500
246	Liability Insurance	535	198	203
247	Safety Expenses	-	100	100
250	Prof and Contracted Services	319	7,020	7,020
253	Software	-	-	4,600
261	Telephone Charges	-	120	150
264	Printing Copying and Binding	1	40	40
273	Fleet Lease Operating and Mtc	1,324	2,517	3,980
274	Fleet Lease Replacement	4,526	4,527	3,031
	Subtotal	*8,510*	*21,047*	*21,709*
	SERVICE TOTAL	**$ 93,645**	**$ 147,491**	**$ 125,114**

Overview

	2023 Actual	2024 Budget	2025 Budget
Personal Services	4,863,092	6,448,840	6,254,504
Operating and Maintenance	9,072,008	10,953,558	10,765,571
Non-Operating	(394,194)	121,725	-
Capital	1,029,535	859,408	632,833
TOTAL	**$ 14,570,442**	**$ 18,383,531**	**$ 17,652,908**

Environmental Affairs

Meet all EPA and State regulatory requirements for regulating industrial dischargers to the wastewater system, including permitting, monitoring, sampling, enforcement, record keeping, reporting.

Water Distribution

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.

Water and Wastewater Engineering

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

Water Treatment

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.

Water Resources

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.

Budgeted Positions - Environmental Affairs

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Environmental Services Manager	0.300	0.450	0.500
Water Quality and Environmental Compliance Coordinator	0.500	1.000	0.000
Water Quality Laboratory Supervisor	0.350	0.350	0.350
Sr Civil Engineer	0.000	1.000	1.000
Civil Engineer II	1.000	0.000	0.000
Water Quality Analyst II	1.400	1.750	1.750
Water Quality Analyst I	0.350	0.000	0.000
Water Quality Specialist II	0.700	0.700	0.700
Water Quality Specialist I	0.350	0.350	0.700
Laboratory Support Technician	0.350	0.350	0.350
Backflow Prevention and Cross Connection Control Coordinator	0.000	0.000	1.000
Engineering And Operations Administrator	0.000	0.000	0.500
Total	**5.300**	**5.950**	**6.850**

Budget Detail - Environmental Affairs

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	457,097	605,299	774,797
112	Temporary Wages	13,933	121,631	113,524
121	Overtime Wages	5,657	8,000	8,000
123	Leave Expense	49,837	-	-
126	RHS Plan	2,391	2,380	2,740
128	FICA	868	7,541	7,039
129	Medicare Contribution	6,346	10,542	12,880
131	MOPC	24,703	30,265	38,740
132	Employee Insurance	40,237	84,332	112,348
133	GERP Retirement	60,681	56,898	72,832
135	Compensation Insurance	4,722	3,250	3,591
136	Unemployment Insurance	164	231	-
137	Staff Training and Conference	1,907	6,176	6,350
141	Uniforms Protective Clothing	300	1,138	1,138
142	Food Allowance	167	35	35
	Subtotal	*669,011*	*937,718*	*1,154,014*
Operating and Maintenance				
210	Supplies	48,216	55,285	65,242
216	Reference Books and Materials	154	410	410
217	Dues and Subscriptions	1,036	2,466	1,280
218	NonCapital Equip and Furniture	3,438	3,410	4,785
240	Repair and Maintenance	52,863	53,005	53,555
245	Mileage Allowance	100	500	500
246	Liability Insurance	1,140	1,468	2,388
247	Safety Expenses	311	550	550
250	Prof and Contracted Services	214,273	591,175	413,426
252	Ads and Legal Notices	783	-	-
253	Software	-	-	11,236
259	Licenses and Permits	8,225	12,150	12,150
261	Telephone Charges	1,461	700	700
263	Postage	35	9,044	9,066
264	Printing/Copying and Binding	-	5,000	5,000
269	Other Services and Charges	9	35	35
273	Fleet Lease Operating and Mtc	2,173	1,631	10,499
274	Fleet Lease Replacement	2,492	2,492	11,492
290	Rebates	3,560	-	-
	Subtotal	*340,270*	*739,321*	*602,314*
Capital Outlay				
440	Machinery and Equipment	16,276	40,000	85,750
	Subtotal	*16,276*	*40,000*	*85,750*
	SERVICE TOTAL	**$ 1,025,557**	**$ 1,717,039**	**$ 1,842,078**

Budgeted Positions - Water Distribution

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Engineering Administrator	0.000	0.250	0.250
Utility Operations and Maintenance Manager	0.000	0.550	0.550
System Operations Supervisor	0.000	1.100	1.100
Operations Support Specialist	0.900	0.900	0.900
Operations and Maintenance Technician II	0.000	0.400	0.400
Public Works Technician II	0.200	0.300	0.300
Public Works Technician I	0.200	0.200	0.200
Water Utility Technician Lead	5.000	0.000	0.000
Water Utility Technician III	1.000	7.750	7.750
Water Utility Technician II	0.000	1.450	3.550
Water Utility Technician I	0.000	2.000	1.750
Field Engineer	0.000	0.000	0.500
Logistics Supervisor	0.000	0.000	0.500
Total	**7.300**	**14.900**	**17.750**

Budget Detail - Water Distribution

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	929,056	1,337,683	1,547,812
112	Temporary Wages	21,390	107,531	107,531
121	Overtime Wages	123,154	120,000	144,000
123	Leave Expense	168,276	-	-
126	RHS Plan	8,920	5,960	7,100
128	FICA	1,328	6,667	6,667
129	Medicare Contribution	15,494	20,955	23,999
131	MOPC	53,920	66,783	77,395
132	Employee Insurance	167,954	185,077	223,913
133	GERP Retirement	101,853	125,546	145,498
135	Compensation Insurance	13,533	8,681	17,297
136	Unemployment Insurance	370	513	-
137	Staff Training and Conference	13,796	20,917	20,917
141	Uniforms Protective Clothing	14,285	7,996	14,496
142	Food Allowance	1,758	700	1,800
	Subtotal	*1,635,087*	*2,015,009*	*2,338,425*
Operating and Maintenance				
210	Supplies	33,042	29,855	29,351
216	Reference Books and Materials	-	500	500
217	Dues and Subscriptions	3,295	29,750	29,750
218	NonCapital Equip and Furniture	32,509	21,800	23,900
220	Gas and Oil	321	100	100
222	Chemicals	15,540	10,000	10,000
240	Repair and Maintenance	277,363	345,000	264,282
245	Mileage Allowance	-	500	500
246	Liability Insurance	89,452	88,598	81,538
247	Safety Expenses	16,911	8,500	8,500
249	Operating Leases and Rentals	1,297	2,000	2,000
250	Prof and Contracted Services	409,520	628,197	372,500
252	Ads and Legal Notices	276	2,000	2,000
253	Software	-	-	4,197
254	Cross Connection Reapir and Maintenance	-	7,000	7,000
259	Licenses and Permits	3,526	2,620	2,620
260	Utilities	85,329	104,440	119,440
261	Telephone Charges	9,872	6,489	18,139
263	Postage	2,735	-	-
264	Printing Copying and Binding	-	1,000	1,000
269	Other Services and Charges	-	3,000	3,000
273	Fleet Lease Operating and Mtc	150,517	150,624	218,117
274	Fleet Lease Replacement	274,345	209,870	191,313
	Subtotal	*1,405,850*	*1,651,843*	*1,389,747*
Capital Outlay				
432	Vehicles	-	-	451,800
440	Machinery and Equipment	-	30,433	30,433
455	Building and Facilty Develpmnt	-	53,000	30,000
481	Taps	-	20,000	1,000
484	Backflow Devices	-	3,000	3,000
486	Meters	960,305	622,975	-
	Subtotal	*960,305*	*729,408*	*516,233*
	SERVICE TOTAL	**$ 4,001,242**	**$ 4,396,260**	**$ 4,244,405**

Budgeted Positions - Water and Wastewater Engineering

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Assistant Director of Water and Waste	0.000	0.000	0.100
Engineering And Operations Administrator	0.000	0.000	0.500
Engineering Administrator	0.000	0.500	0.050
Sr Civil Engineer	2.100	1.500	2.000
Civil Engineer II	0.900	1.400	2.400
Total	**3.000**	**3.400**	**5.050**

Budget Detail - Water and Wastewater Engineering

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	-	466,057	-
112	Temporary Wages	46,841	7,672	7,672
121	Overtime Wages	51	250	250
123	Leave Expense	54,940	-	-
126	RHS Plan	1,008	1,360	-
128	FICA	2,904	476	476
129	Medicare Contribution	2,523	6,869	-
131	MOPC	10,029	23,302	-
132	Employee Insurance	27,708	64,581	-
133	GERP Retirement	26,175	43,811	-
135	Compensation Insurance	272	5,565	5,340
136	Unemployment Insurance	95	178	-
137	Staff Training and Conference	-	6,000	6,000
141	Uniforms Protective Clothing	184	125	125
142	Food Allowance	-	400	400
	Subtotal	*172,729*	*626,646*	*20,263*
Operating and Maintenance				
210	Supplies	-	2,600	2,350
216	Reference Books and Materials	-	400	400
217	Dues and Subscriptions	-	1,200	1,200
218	NonCapital Equip and Furniture	-	4,388	4,388
240	Repair and Maintenance	-	16,519	6,874
245	Mileage Allowance	-	150	150
246	Liability Insurance	1,983	2,053	12,298
247	Safety Expenses	-	825	825
250	Prof and Contracted Services	-	56,550	56,550
252	Ads and Legal Notices	547	400	400
253	Software	-	-	10,975
256	Refunds	29,855	-	-
259	Licenses and Permits	1,872	2,500	2,500
261	Telephone Charges	-	3,385	3,385
263	Postage	58	1,000	1,000
264	Printing Copying and Binding	-	300	300
269	Other Services and Charges	32,631	122,004	122,004
270	Administrative and Management Ser-	1,923,086	2,318,409	2,263,524
271	Franchise Equivalency	573,644	613,181	665,699
273	Fleet Lease Operating and Mtc	11,781	9,775	6,892
274	Fleet Lease Replacement	8,929	907	6,432
	Subtotal	*2,584,386*	*3,156,546*	*3,168,146*
Non-Operating Expense				
928	Interest Notes and Contracts	(548,341)	-	-
950	Bad Debt	7,621	-	-
970	Transfers to Other Funds	146,526	121,725	-
	Subtotal	*(394,194)*	*121,725*	*-*
	SERVICE TOTAL	**$ 2,362,921**	**$ 3,904,917**	**$ 3,188,409**

Budgeted Positions - Water Treatment

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Engineering Administrator	0.250	0.000	0.000
Chief Plant Operator	1.000	1.000	1.000
System Operations Supervisor	1.100	0.000	0.000
Control Systems Operations Supervisor	0.500	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	0.000	0.000
Utility Operations and Maintenance Manager	0.550	0.000	0.000
Field Engineer	0.500	0.500	0.500
Electrician II	0.000	0.500	0.500
Electrician	0.500	0.000	0.000
Operations and Maintenance Technician Lead	7.900	0.000	0.000
Operations and Maintenance Technician III	2.000	2.000	2.300
Operations and Maintenance Technician II	0.000	7.500	7.200
Water Utility Technician Lead	1.250	0.000	0.000
Water Utility Technician III	1.750	0.000	0.000
Water Utility Technician	2.200	0.000	0.000
Public Works Technician II	0.100	0.000	0.000
Instrumentation Technician II	0.500	0.500	0.500
Instrumentation Technician I	0.500	0.500	0.500
Total	**22.700**	**14.800**	**14.800**

Budget Detail - Water Treatment

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	1,046,294	1,340,286	1,369,214
112	Temporary Wages	-	10,230	10,230
121	Overtime Wages	52,810	31,400	31,400
123	Leave Expense	145,172	-	-
126	RHS Plan	19,321	5,920	5,920
128	FICA	-	634	634
129	Medicare Contribution	15,932	19,584	19,998
131	MOPC	60,258	67,013	68,459
132	Employee Insurance	160,627	185,722	198,538
133	GERP Retirement	122,077	125,985	128,710
135	Compensation Insurance	14,836	10,995	6,990
136	Unemployment Insurance	444	511	-
137	Staff Training and Conferences	6,913	10,000	10,000
141	Uniforms Protective Clothing	4,367	5,000	5,000
142	Food Allowance	240	1,000	1,000
	Subtotal	*1,649,292*	*1,814,280*	*1,856,093*
Operating and Maintenance				
210	Supplies	52,869	38,226	35,726
216	Reference Books and Materials	84	1,600	1,600
217	Dues and Subscriptions	22,483	16,000	16,000
218	NonCapital Equip and Furniture	8,107	45,000	45,000
220	Gas and Oil	-	1,000	1,000
222	Chemicals	885,911	944,000	994,000
240	Repair and Maintenance	103,868	180,999	180,999
243	Supplies	-	20,000	20,000
245	Mileage Allowance	-	600	600
246	Liability Insurance	3,772	17,306	4,310
247	Safety Expenses	5,480	7,000	7,000
249	Operating Leases and Rentals	-	1,500	1,500
250	Prof and Contracted Services	137,684	682,750	232,750
253	Software	-	-	14,500
259	Licenses and Permits	68	11,500	11,500
260	Utilities	174,918	189,000	189,000
261	Telephone Charges	3,215	1,500	1,500
263	Postage	94	-	-
273	Fleet Lease Operating and Mtc	7,675	10,350	33,137
274	Fleet Lease Replacement	30,095	30,469	28,254
	Subtotal	*1,436,322*	*2,198,800*	*1,818,376*
Capital Outlay				
440	Machinery and Equipment	-	30,000	30,000
	Subtotal	*-*	*30,000*	*30,000*
	SERVICE TOTAL	**$ 3,085,615**	**$ 4,043,080**	**$ 3,704,469**

Budgeted Positions - Water Resources

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Assistant Director of Water and Waste	0.000	0.300	0.300
Water Resources Manager	1.000	1.000	1.000
Water Conservation and Sustainability Specialist	1.000	1.000	1.000
Environmental Project Specialist	0.900	0.000	0.000
Water Resources Engineer	1.000	0.000	0.000
Water Resources Analyst	2.000	3.000	3.000
Total	**5.900**	**5.300**	**5.300**

Budget Detail - Water Resources

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	399,852	583,536	591,556
112	Temporary Wages	53,378	256,934	87,293
121	Overtime Wages	608	5,751	-
122	Longevity Compensation	2,280	2,340	2,400
123	Leave Expense	93,069	-	-
126	RHS Plan	20,672	2,120	2,120
128	FICA	3,430	10,040	5,412
129	Medicare Contribution	5,376	8,763	7,809
131	MOPC	24,708	29,176	29,577
132	Employee Insurance	65,464	81,767	85,775
133	GERP Retirement	55,277	54,851	55,606
135	Compensation Insurance	550	538	561
136	Unemployment Insurance	203	226	-
137	Staff Training and Conferences	7,099	16,100	13,100
141	Uniforms Protective Clothing	1,972	2,000	1,000
142	Food Allowance	3,035	1,045	3,500
	Subtotal	*736,973*	*1,055,187*	*885,709*
Operating and Maintenance				
210	Supplies	9,173	12,871	1,801
214	Pamphlets and Documents	437	2,150	1,750
216	Reference Books and Materials	356	100	100
217	Dues and Subscriptions	4,537	8,300	8,040
218	NonCapital Equip and Furniture	21,252	18,700	1,000
222	Chemicals	-	1,250	-
240	Repair and Maintenance	87,047	86,701	68,201
244	Assessments	2,277,812	2,241,400	2,725,334
245	Mileage Allowance	396	300	400
246	Liability Insurance	20,603	22,247	12,557
247	Safety Expenses	1,803	1,200	1,200
249	Operating Leases and Rentals	82,020	82,400	82,400
250	Prof and Contracted Services	684,523	626,412	749,652
252	Ads and Legal Notices	1,546	2,000	2,000
253	Software	-	-	200
259	Licenses and Permits	60	2,875	2,875
260	Utilities	15,776	17,300	15,500
261	Telephone Charges	1,921	2,400	2,400
263	Postage	203	-	-
264	Printing Copying and Binding	763	2,000	400
269	Other Services and Charges	26,319	4,500	4,500
273	Fleet Lease Operating and Mtc	29,369	31,581	67,937
274	Fleet Lease Replacement	39,264	40,361	38,741
	Subtotal	*3,305,180*	*3,207,048*	*3,786,988*
Capital Outlay				
432	Vehicles	52,955	60,000	850
	Subtotal	*52,955*	*60,000*	*850*
	SERVICE TOTAL	**$ 4,095,107**	**$ 4,322,235**	**$ 4,673,547**

Water Construction Fund

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.

Fund Statement

	2023 Actuals	2024 Budget	2025 Budget
Beginning Working Capital	22,756,454	20,957,772	6,879,121
Committed Working Capital		13,082,008	
Sources of Funds			
Charges for Services	1,316,126	1,429,700	1,556,400
Interest Earnings	605,940	15,300	30,700
Miscellaneous	338,547	-	-
Total Sources of Funds	**2,260,612**	**1,445,000**	**1,587,100**
Operating and Maintenance	19,013	-	-
Non-Operating	2,457,826	1,841,143	1,840,378
Capital	1,582,454	600,500	128,500
Total Expenses by Category	**4,059,294**	**2,441,643**	**1,968,878**
Contribution to/(from) Fund Balance	(1,798,681)	(996,643)	(381,778)
Ending Working Capital	20,957,772	6,879,121	6,497,343

Capital Improvement Program

The following capital projects are funded in 2025. Detailed capital project descriptions are included in the 2025-2029 Capital Improvement Program.

WATER CONSTRUCTION FUND PROJECTS	2025 Budget
DRN039 Resilient St Vrain Project	$ 28,000
WTR137 Union Reservoir Land Acquisition Program	50,000
WTR179 Water System Oversizing	50,500
TOTAL	**$ 128,500**

Water Cash Acquisition Fund

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.

Fund Statement

	2023 Actuals	2024 Budget	2025 Budget
Beginning Working Capital	3,632,279	5,369,019	2,494,889
Committed Working Capital		816,630	
Sources of Funds			
Charges for Services	1,524,875	5,000	5,000
Interest Earnings	136,825	12,500	23,400
Miscellaneous	87,009	-	-
Revenue Revision	-	300,000	-
Total Sources of Funds	**1,748,709**	**317,500**	**28,400**
Expenses by Category			
Operating and Maintenance	4,770	2,375,000	542,000
Capital	7,199	-	-
Total Expenses by Category	**11,969**	**2,375,000**	**542,000**
Contribution to/(from) Fund Balance	1,736,740	(2,057,500)	(513,600)
Ending Working Capital	5,369,019	2,494,889	1,981,289

SEWER FUND

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 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.

External Services

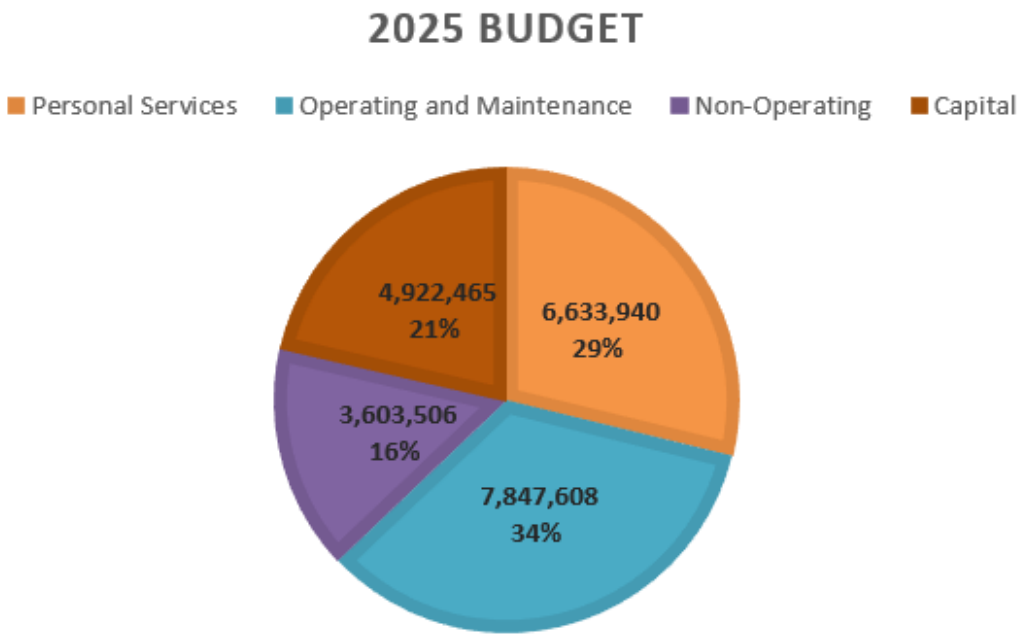
Shared Services

Utilities and Public Works

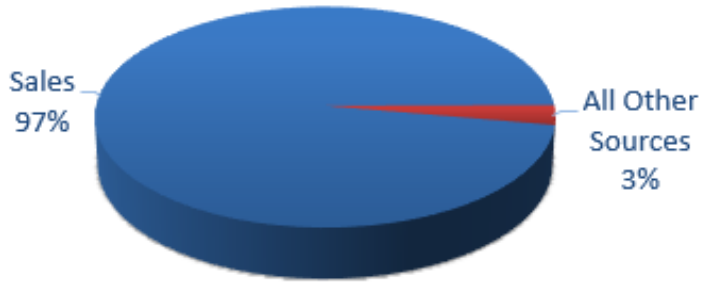
- **Administration**
- **Electric Services**
- **Public Works**
- **Water and Wastewater**

45.072

FTE



Sewer Fund Sources



- The Sewer Fund will receive 97% of its operating revenues from sales to the City's wastewater customers in 2025.

- The 2025 Budget will require a contribution from fund balance of $1,170,386, primarily for capital projects

Estimating Major Sources of Funds

Sewer Sales: The Utilities and Public Works department estimates charges for sewer services based on customer classification, the estimated number of customers in each classification and the estimated average monthly bill in each class.

	2023 Actual	2024 Budget	2025 Budget
SOURCES OF FUNDS			
Sales	$ 17,493,668	$ 19,642,400	$ 21,207,600
Industrial Sewer Surcharge	207,029	-	-
System Development Fees	-	-	-
Intergovernmental Revenue	-	-	-
Interest Income	810,961	35,900	162,900
Interest on Debt Service	-	-	-
Operating Transfers	464,423	466,633	466,633
Other Revenue	34,529	-	-
Bond Proceeds	-	-	-
Contribution from/(to) Fund Balance	(2,581,197)	(874,356)	1,170,386
TOTAL FUNDS NEEDED TO MEET EXPENSES	**$ 16,429,413**	**$ 19,270,577**	**$ 23,007,519**

Sewer Fund Statement

	2023 Actuals	2024 Budget	2025 Budget
Beginning Working Capital	12,675,072	15,269,965	10,728,402
Committed Working Capital		5,415,919	
Sources of Funds			
Licenses and Permits	61,016	3,000	3,000
Intergovernmental	423,852	-	-
Charges for Services	17,221,440	19,639,400	21,204,600
Interest Earnings	514,807	35,900	162,900
Interfund Transfers	464,423	466,633	466,633
Miscellaneous	317,616	-	-
Total Sources of Funds	**19,003,155**	**20,144,933**	**21,837,133**
Personal Services	4,773,137	5,997,746	6,633,940
Operating and Maintenance	5,659,302	6,520,204	7,847,608
Non-Operating	1,158,492	3,394,950	3,603,506
Capital	4,817,331	3,357,677	4,922,465
Total Expenses by Category	**16,408,262**	**19,270,577**	**23,007,519**
Contribution to/(from) Fund Balance	2,594,893	874,356	(1,170,386)
Ending Working Capital	15,269,965	10,728,402	9,558,016

Sewer Fund

Capital Improvement Program

2025-2029 Capital Improvement Program

Capital projects are listed below. Detailed descriptions of each project are included in the 2025-2029 Capital Improvement Program.

SEWER FUND PROJECTS		2025 Budget
PBF080 Municipal Buildings Boiler Replacement	$	102,323
PBF082 Municipal Buildings HVAC Replacement		15,680
PBF163 Municipal Buildings Keyless Entry		165,045
PBF192 Operations & Maintenance Building/Site Improvement		94,500
SWR053 Sanitary Sewer Rehabilitation and Improvements		2,980,000
SWR154 WWTP Miscellaneous Infrastructure Improvements		600,000
WTR164 Water Utility Monitoring and Control System		34,000
WTR198 Meter and AMR Replacement		375,000
TOTAL	**$**	**4,366,548**

External Services Department

Overview

	2023 Actual	2024 Budget	2025 Budget
Personal Services	54,943	60,793	80,435
Operating and Maintenance	3,164	5,282	5,692
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	**$ 58,107**	**$ 66,075**	**$ 86,127**

Parks and Natural Resources

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.

Planning and Development Services

The Planning and Development Services Division is responsible for the comprehensive management and coordination of planning services, encompassing development review, historic preservation, and long-range planning. The division provides essential administrative support to the Development Services Center (DSC), which integrates Planning, Public Works, Building Inspection, Code Enforcement and Parking Enforcement. Staff facilitates a one-stop development review process within the DSC, ensuring efficient and effective service delivery. Additionally, the planning services group conducts in-depth research and special studies for various project-specific task forces, steering committees, the Planning and Zoning Commission, Board of Adjustment, Historic Preservation Commission, and the City Council. The department frequently engages in projects aligned with the City Council's annual work plans and is responsible for maintaining and updating the Land Development Code and the Envision Longmont Comprehensive Plan.

Budgeted Positions - Parks and Natural Resources

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Sr Natural Resources Technician	0.030	0.030	0.030
Total	**0.030**	**0.030**	**0.030**

Budget Detail - Parks and Natural Resources

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	1,640	2,259	2,455
123	Leave Expense	2	-	-
126	RHS Plan	(0)	12	12
129	Medicare Contribution	21	33	36
131	MOPC	78	113	123
132	Employee Insurance	226	313	356
133	GERP Retirement	194	212	231
135	Compensation Insurance	1	1	1
136	Unemployment Insurance	1	1	-
	Subtotal	*2,163*	*2,944*	*3,214*
Operating and Maintenance				
210	Supplies	78	-	-
246	Liability Insurance	44	45	164
250	Prof and Contracted Services	-	2,460	2,460
273	Fleet Lease Operating and Mtc	702	1,670	2,052
274	Fleet Lease Replacement	2,340	1,009	922
	Subtotal	*3,164*	*5,184*	*5,598*
	SERVICE TOTAL	**$ 5,327**	**$ 8,128**	**$ 8,812**

Budgeted Positions - Planning and Development Services

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Development Project Administrator	0.088	0.088	0.187
Planning Technician	0.120	0.120	0.120
Administrative Assistant	0.430	0.430	0.430
Total	**0.638**	**0.638**	**0.737**

Budget Detail - Planning and Development Services

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	38,653	44,378	59,005
121	Overtime Wages	194	-	-
123	Leave Expense	2,176	-	-
126	RHS Plan	1,304	255	295
129	Medicare Contribution	490	644	856
131	MOPC	1,867	2,219	2,950
132	Employee Insurance	4,263	6,149	8,555
133	GERP Retirement	3,818	4,172	5,546
135	Compensation Insurance	-	15	14
136	Unemployment Insurance	14	17	-
	Subtotal	*52,780*	*57,849*	*77,221*
Operating and Maintenance				
246	Liability Insurance	-	98	94
	Subtotal	*-*	*98*	*94*
	SERVICE TOTAL	**$ 52,780**	**$ 57,947**	**$ 77,315**

Shared Services Department

Overview

	2023 Actual	2024 Budget	2025 Budget
Personal Services	391,771	498,717	580,016
Operating and Maintenance	250,800	433,259	516,945
Non-Operating	1,341,356	3,367,467	3,603,506
Capital	-	-	-
TOTAL	**$ 1,983,927**	**$ 4,299,443**	**$ 4,700,467**

Communications

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.

Goals:

- Responsible internal operations and governance

Community and Neighborhood Resources and Equity

This service includes Neighborhood Resources, Community Relations & Mediation Services, Social Equity Community Engagement, and Longmont Multicultural Action Program.

Neighborhood Resources Services works with neighbors and neighborhoods to create sustainable and resilient neighborhoods by fostering 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 coordinates the Neighborhood Group Leaders Association and administers funding for the Neighborhood Improvement, Neighborhood Activities and Discover Neighbors grant programs.

Community and Neighborhood Resources and Equity (continued)

- Community Relations Services- provides mediation, facilitation, and problem-solving services to assist in resolving conflict and disputes involving landlords and tenants, neighbors to neighbor issues, neighborhood or community wide issues, HOA concerns, youth violence, racial and cross-cultural issues. Facilitation for nonprofit agencies, community groups, and the City of Longmont as appropriate. Provides information and referral services for resources, system navigation, civil rights, wage theft, fair housing, schools, and police.
- Social Equity provides services in two areas internal coordinates the City's equity team, sub-teams, and organizational equity training. Provides consultation and strategic equity development for various divisions, staff, and leadership. Embedding equity across the organization, fostering equitable and accessible services, programs, and engagement for all in our community.
- Manages the Longmont Multicultural Action Program (LMAC) a City Council–initiated effort that inspires Longmont residents to take individual and collective action to promote cultural understanding, inclusion, and involvement. LMAC was created specifically to address diversity-related issues in Longmont, with the goal of maintaining a welcoming community where *everyone belongs*.
- Focused on three main topic areas— *Explore, Learn, Lead*—LMAC creates engaging opportunities for residents to learn about and celebrate the many different cultures represented in our community. LMAC's important work helps cultivate stronger connections that bridge relationships between community members from diverse cultures.
- Community Engagement provides services to educate, integrate, and provide guidance on the City's community engagement model across the organization. Guidance for departments to plan out community engagement and communications for various projects which may include facilitating at community meetings. Facilitate skill development regarding community engagement that is equitable, accessible, and meaningful. Provide guidance on communication techniques to enhance equitable and authentic communication with diverse neighborhoods and diverse communities within Longmont.

Goals:

- A safe, healthy and adaptable community
- Housing, services, amenities and opportunities for all
- Livable centers, corridors and neighborhoods

Enterprise Technology Services Applications

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.

Strategic Integration Executive Director

Strategic Integration Administration is responsible for developing departmental policies and procedures and assuring effective delivery of the services provided by the department, including the development of adequate rates, preparation and monitoring of the annual budget, and effective supervision of personnel. This budget service also includes the Project Management Office. New in 2024, the Project Management Office (PMO) provides support for formal and informal project managers throughout the organization. This is accomplished through establishing project management standards, publishing internal project dashboards, and providing templates for use throughout the organization.

Shared Services Department

Goals:

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

Strategic Integration Business Enablement/Rates and Finance

The Business Enablement division provides business support in the areas of rates & finance, technology, and customer service/administrative support to the Electric, Water & Waste, Public Works, and NextLight departments.

Business Enablement/Customer Service and Administration

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.

Business Enablement/Technical Services

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.

Data and Analytics

Data & Analytics offers data quality, management, analysis, and dashboard development services to City departments. The team supports all aspects of data work, from data governance discussions on policy and best practice development, through to process analysis and improvements, and data ecosystem planning. Current goals include design, implementation, and initial use cases of a new enterprise data lake to serve advanced analytics needs.

Geospatial Data and Analysis

This service provides GIS/mapping and related support services. This includes maintaining and updating GIS and maps, surveying services, and technical support for development and capital improvement programs for all City services.

Budgeted Positions - Communications

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Assistant Communications and Engagement Director	0.100	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	**0.485**	**0.485**	**0.485**

Budget Detail - Communications

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	40,155	45,641	46,544
123	Leave Expense	2,459	-	-
126	RHS Plan	100	194	194
129	Medicare Contribution	501	661	676
131	MOPC	1,999	2,283	2,327
132	Employee Insurance	5,430	6,325	6,748
133	GERP Retirement	3,851	4,291	4,376
135	Compensation Insurance	-	15	14
136	Unemployment Insurance	14	18	-
137	Staff Training and Conference	337	1,000	1,000
	Subtotal	*54,846*	*60,428*	*61,879*
Operating and Maintenance				
210	Supplies	115	100	100
217	Dues and Subscriptions	360	986	986
246	Liability Insurance	-	98	96
250	Prof and Contracted Services	31	3,000	3,000
252	Ads and Legal Notices	-	2,000	2,000
261	Telephone Charges	173	-	-
	Subtotal	*679*	*6,184*	*6,182*
	SERVICE TOTAL	**$ 55,525**	**$ 66,612**	**$ 68,061**

Budgeted Positions - Community and Neighborhood Resources and Equity

Budgeted Positions:	2023 Budget	2024 Budget	2025 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**

Budget Detail - Community and Neighborhood Resources and Equity

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	3,629	3,866	6,294
123	Leave Expense	573	-	-
126	RHS Plan	33	16	16
129	Medicare Contribution	46	57	91
131	MOPC	181	190	314
132	Employee Insurance	381	528	564
133	GERP Retirement	333	358	592
135	Compensation Insurance	-	1	1
136	Unemployment Insurance	1	2	-
	Subtotal	*5,177*	*5,018*	*7,872*
Operating and Maintenance				
246	Liability Insurance	-	9	8
	Subtotal	*-*	*9*	*8*
	SERVICE TOTAL	**$ 5,177**	**$ 5,027**	**$ 7,880**

Budgeted Positions - Enterprise Technology Services Applications

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Technical Functional Analyst CRM and Special Projects	0.000	0.190	0.095
Total	**0.000**	**0.190**	**0.095**

Budget Detail - Enterprise Technology Services Applications

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	-	22,046	11,537
126	RHS Plan	-	76	38
129	Medicare Contribution	-	320	167
131	MOPC	-	1,102	577
132	Employee Insurance	-	3,197	1,673
133	GERP Retirement	-	2,072	1,084
135	Compensation Insurance	-	-	7
136	Unemployment Insurance	-	8	-
	Subtotal	*-*	*28,821*	*15,083*
Operating and Maintenance				
210	Supplies	-	127	-
218	NonCapital Equip and Furniture	-	380	-
222	Chemicals	19	500	500
240	Repair and Maintenance	16	-	-
246	Liability Insurance	-	-	46
250	Prof and Contracted Services	68	173	173
253	Software	-	-	75
261	Telephone Charges	10	-	-
	Subtotal	*113*	*1,180*	*794*
	SERVICE TOTAL	**$ 113**	**$ 30,001**	**$ 15,877**

Shared Services Department– Strategic Integration

Budgeted Positions - Strategic Integration Executive Director

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Executive Director of Strategic Integration	0.050	0.050	0.050
Project Management Office Manager	0.000	0.060	0.060
Project Management Office Administrative Analyst	0.000	0.060	0.060
Total	**0.050**	**0.170**	**0.170**

Budget Detail - Strategic Integration Executive Director

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	8,541	20,743	24,661
123	Leave Expense	1,980	-	-
126	RHS Plan	97	68	68
129	Medicare Contribution	103	300	357
131	MOPC	427	1,037	1,233
132	Employee Insurance	1,082	2,951	3,576
133	GERP Retirement	783	1,950	2,317
135	Compensation Insurance	-	3	7
136	Unemployment Insurance	3	8	-
137	Staff Training and Conference	-	1,168	1,000
142	Food Allowance	1	-	-
	Subtotal	*13,017*	*28,228*	*33,219*
Operating and Maintenance				
210	Supplies	407	154	-
217	Dues and Subscriptions	199	-	-
218	NonCapital Equip and Furniture	15	648	-
246	Liability Insurance	-	20	44
250	Prof and Contracted Services	85,261	132,029	129,367
253	Software	-	-	2,662
269	Other Services and Charges	2,000	-	-
	Subtotal	*87,882*	*132,851*	*132,073*
Non-Operating Expense				
922	Interest Current Bond Issue	1,339,500	1,261,125	1,162,425
923	Bond Principal Current	-	2,055,000	2,170,000
970	Transfers to Other Funds	1,856	1,856	-
	Subtotal	*1,341,356*	*3,317,981*	*3,332,425*
	SERVICE TOTAL	**$ 1,442,256**	**$ 3,479,060**	**$ 3,497,717**

Shared Services Department– Strategic Integration

Budgeted Positions - Strategic Integration Business Enablement/Rates and Finance

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Director of Business Enablement	0.110	0.110	0.110
Assistant Director of Business Services	0.080	0.000	0.000
Utility Rate and Analysis Manager	0.000	0.080	0.080
Utility Rate Analyst	0.090	0.180	0.180
Financial Analyst	0.000	0.000	0.180
Grant Coordinator	0.050	0.050	0.050
Business Analyst	0.250	0.250	0.000
Total	**0.580**	**0.670**	**0.600**

Budget Detail - Strategic Integration Business Enablement/Rates and Finance

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	45,368	78,868	73,940
123	Leave Expense	9,047	-	-
126	RHS Plan	395	268	240
129	Medicare Contribution	557	1,143	1,073
131	MOPC	2,250	3,944	3,698
132	Employee Insurance	6,377	10,930	10,720
133	GERP Retirement	5,900	7,415	6,951
135	Compensation Insurance	-	22	25
136	Unemployment Insurance	21	29	-
137	Staff Training and Conference	1,590	450	450
142		19	100	100
	Subtotal	*71,523*	*103,169*	*97,197*
Operating and Maintenance				
210	Supplies	240	54	54
218	NonCapital Equip and Furniture	549	95	95
240	Repair and Maintenance	9	-	-
245	Mileage Allowance	-	60	60
246	Liability Insurance	-	149	166
250	Prof and Contracted Services	7,620	12,758	25,000
253	Software	-	-	2,758
261	Telephone Charges	47	-	-
263	Postage	-	15,000	-
269	Other Services and Charges	89,215	95,577	111,000
290	Rebates	-	27,900	56,160
	Subtotal	*97,680*	*151,593*	*195,293*
Non-Operating Expense				
950	Interest Current Bond Issue	-	2,000	5,500
970	Transfers to Other Funds	-	47,486	265,581
	Subtotal	*-*	*49,486*	*271,081*
	SERVICE TOTAL	**$ 169,203**	**$ 304,248**	**$ 563,571**

Shared Services Department– Strategic Integration

Budgeted Positions - Business Enablement/Customer Service and Administration

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Customer Service and Administration Manager	0.170	0.170	0.170
Executive Assistant	0.100	0.100	0.100
Sr Customer Service Representative	0.050	0.050	0.050
Customer Services Representative	0.100	0.100	0.100
Administrative Supervisor	0.170	0.170	0.170
Administrative Analyst	0.170	0.340	0.340
Administrative Assistant	0.700	0.510	0.700
Water Meter Coordinator	0.000	0.000	0.250
Total	**1.460**	**1.440**	**1.880**

Budget Detail - Business Enablement/Customer Service and Administration

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	92,971	100,351	152,585
112	Temporary Wages	-	-	10,646
121	Overtime Wages	1,188	170	150
122	Longevity Compensation	73	408	418
123	Leave Expense	11,462	-	-
126	RHS Plan	1,587	576	752
128	FICA	-	-	660
129	Medicare Contribution	1,046	1,310	2,210
131	MOPC	4,601	4,970	7,630
132	Employee Insurance	14,113	13,777	20,298
133	GERP Retirement	8,650	9,347	14,345
135	Compensation Insurance	-	42	32
136	Unemployment Insurance	31	37	-
137	Staff Training and Conference	643	2,652	2,520
142	Food Allowance	351	-	-
	Subtotal	*136,715*	*133,640*	*212,246*
Operating and Maintenance				
210	Supplies	1,243	3,060	2,885
218	NonCapital Equip and Furniture	556	723	1,313
240	Repair and Maintenance	3,823	-	-
246	Liability Insurance	-	282	212
250	Prof and Contracted Services	993	7,841	7,055
253	Software	-	-	1,752
260	Utilities	490	-	600
261	Telephone Charges	87	92	54
	Subtotal	*7,191*	*11,998*	*13,871*
	SERVICE TOTAL	**$ 143,907**	**$ 145,638**	**$ 226,117**

Shared Services Department– Strategic Integration

Budgeted Positions - Business Enablement/Technical Services

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Technical Services Manager	0.060	0.060	0.060
Lead Technical Functional Analyst	0.062	0.062	0.062
Technical Functional Analyst	0.000	0.050	0.050
Sr Programmer Analyst	0.090	0.090	0.090
Application Support Analyst	0.090	0.090	0.090
Total	**0.302**	**0.352**	**0.352**

Budget Detail - Business Enablement/Technical Services

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	33,396	44,957	47,271
123	Leave Expense	6,956	-	-
126	RHS Plan	219	141	141
129	Medicare Contribution	413	652	686
131	MOPC	1,653	2,248	2,364
132	Employee Insurance	5,110	6,288	6,854
133	GERP Retirement	3,207	4,226	4,443
135	Compensation Insurance	-	85	89
136	Unemployment Insurance	11	17	-
137	Staff Training and Conference	-	970	1,870
	Subtotal	*50,965*	*59,584*	*63,718*
Operating and Maintenance				
210	Supplies	176	1,640	1,300
217	Dues and Subscriptions	5	-	-
218	NonCapital Equip and Furniture	8,362	20,472	29,211
240	Repair and Maintenance	21,552	27,178	10,913
246	Liability Insurance	-	183	203
250	Prof and Contracted Services	9,305	26,799	32,750
253	Software	-	-	49,859
260	Utilities	1,101	7,800	7,800
261	Telephone Charges	4,445	5,976	5,976
	Subtotal	*44,946*	*90,048*	*138,012*
	SERVICE TOTAL	**$ 95,910**	**$ 149,632**	**$ 201,730**

Budgeted Positions - Data and Analytics

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Data and Analytics Program Manager	0.000	0.070	0.070
Data and Innovation Analyst	0.000	0.035	0.035
Business Process Improvement Coordinator	0.200	0.070	0.070
Total	**0.200**	**0.175**	**0.175**

Budget Detail - Data and Analytics

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	17,150	20,567	24,490
112	Temporary Wages	310	4,560	-
123	Leave Expense	1,652	-	-
126	RHS Plan	28	70	70
128	FICA	19	283	-
129	Medicare Contribution	221	364	356
131	MOPC	854	1,026	1,224
132	Employee Insurance	1,673	2,844	3,116
133	GERP Retirement	1,693	1,929	2,302
135	Compensation Insurance	-	6	8
136	Unemployment Insurance	6	9	-
137	Staff Training and Conference	937	287	587
	Subtotal	*24,544*	*31,945*	*32,153*
Operating and Maintenance				
210	Supplies	525	-	-
218	NonCapital Equip and Furniture	45	-	-
240	Repair and Maintenance	355	144	-
246	Liability Insurance	-	43	53
250	Prof and Contracted Services	5,000	18,600	-
253	Software	-	-	667
	Subtotal	*5,925*	*18,787*	*720*
	SERVICE TOTAL	**$ 30,469**	**$ 50,732**	**$ 32,873**

Budgeted Positions - Geospatial Data and Analysis

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Geospatial Data and Analysis Program Manager	0.050	0.050	0.050
Lead GIS Analyst	0.050	0.000	0.000
Technical Functional Analyst	0.050	0.000	0.000
Sr GIS Analyst	0.100	0.050	0.121
GIS Coordinator	0.000	0.050	0.050
Sr GIS Mapping Technician	0.050	0.200	0.150
GIS Mapping Technician	0.050	0.000	0.000
Total	**0.350**	**0.350**	**0.371**

Budget Detail - Geospatial Data and Analysis

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	23,949	34,991	37,284
112	Temporary Wages	1,178	-	4,800
123	Leave Expense	3,611	-	-
126	RHS Plan	115	140	140
128	FICA	73	-	298
129	Medicare Contribution	322	505	612
131	MOPC	1,191	1,750	1,864
132	Employee Insurance	1,221	4,849	5,407
133	GERP Retirement	2,963	3,289	3,503
135	Compensation Insurance	-	11	11
136	Unemployment Insurance	11	14	-
137	Staff Training and Conference	350	2,335	2,730
	Subtotal	*34,984*	*47,884*	*56,649*
Operating and Maintenance				
210	Supplies	1	135	135
216	Reference Books and Materials	14	21	30
218	NonCapital Equip and Furniture	1,569	2,303	400
240	Repair and Maintenance	4,618	9,796	-
246	Liability Insurance	-	76	74
250	Prof and Contracted Services	183	8,215	11,860
253	Software	-	-	17,430
264	Printing Copying and Binding	-	63	63
	Subtotal	*6,384*	*20,609*	*29,992*
	SERVICE TOTAL	**$ 41,368**	**$ 68,493**	**$ 86,641**

Utilities and Public Works—Administration

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.

Budgeted Positions - Utilities and Public Works Administration

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Assistant City Manager Utilities and Public Works	0.142	0.142	0.142
Director of Operations	0.250	0.350	0.350
Engineering and Operations Administrator	0.000	0.500	0.000
Director of Engineering Services	0.150	0.150	0.150
Sr Electrical and Control Systems Engineer	0.500	0.500	0.500
Administrative Assistant	0.000	0.190	0.000
Total	**1.042**	**1.832**	**1.142**

Budget Detail - Utilities and Public Works Administration

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	220,377	378,229	306,361
112	Temporary Wages	8,204	27,668	27,668
121	Overtime Wages	-	150	-
123	Leave Expense	54,953	-	-
126	RHS Plan	1,636	733	457
128	FICA	503	1,715	1,715
129	Medicare Contribution	3,061	5,090	3,676
131	MOPC	11,764	16,171	11,295
132	Employee Insurance	24,707	45,032	32,753
133	GERP Retirement	21,197	30,400	21,233
135	Compensation Insurance	124	87	128
136	Unemployment Insurance	55	124	-
137	Staff Training and Conference	-	200	200
142	Food Allowance	-	125	125
	Subtotal	*346,579*	*505,724*	*405,611*
Operating and Maintenance				
210	Supplies	-	300	300
216	Reference Books and Materials	-	100	100
217	Dues and Subscriptions	-	200	200
218	NonCapital Equip and Furniture	-	450	450
240	Repair and Maintenance	-	205	205
245	Mileage Allowance	-	580	580
246	Liability Insurance	781	675	1,111
250	Prof and Contracted Services	7,723	28,000	-
261	Telephone Charges	374	-	-
273	Fleet Lease Operating and Mtc	472	1,959	2,748
274	Fleet Lease Replacement	3,165	3,166	3,166
	Subtotal	*12,515*	*35,635*	*8,860*
	SERVICE TOTAL	**$ 359,094**	**$ 541,359**	**$ 414,471**

Electric Services - Meter Reading

Electric Meter Reading is responsible for acquiring and reading customer usage data from approximately 70,000 electric and water meters 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.

Budgeted Positions - Meter Reading

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Technical Functional Analyst	0.000	0.000	0.013
GMS Engineering Supervisor	0.000	0.000	0.013
Electrical SCADA Engineer	0.000	0.000	0.013
GMS Technician Supervisor	0.000	0.000	0.013
GMS Technician	0.000	0.000	0.025
Meter Reading Supervisor	0.100	0.100	0.000
Administrative Analyst	0.100	0.000	0.000
Sr Meter Reader	0.075	0.000	0.000
Meter Reader	0.400	0.275	0.000
Total	**0.675**	**0.375**	**0.075**

Budget Detail - Meter Reading

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	12,339	24,624	10,631
112	Temporary Wages	19,719	-	686
121	Overtime Wages	40	50	50
123	Leave Expense	1,622	-	-
126	RHS Plan	80	150	30
128	FICA	1,233	-	43
129	Medicare Contribution	451	357	164
131	MOPC	650	1,231	532
132	Employee Insurance	1,767	3,412	1,542
133	GERP Retirement	3,777	2,314	999
135	Compensation Insurance	205	570	54
136	Unemployment Insurance	14	9	-
137	Staff Training and Conference	-	300	300
141	Uniforms Protective Clothing	15	480	480
142	Food Allowance	9	-	-
	Subtotal	*41,920*	*33,497*	*15,511*
Operating and Maintenance				
210	Supplies	-	30	30
218	NonCapital Equip and Furniture	-	250	250
240	Repair and Maintenance	696	1,818	678
246	Liability Insurance	128	172	20
247	Safety Expenses	65	150	150
250	Prof and Contracted Services	-	200	200
253	Software	-	-	1,140
261	Telephone Charges	146	160	160
264	Printing Copying and Binding	-	12	12
270	Administrative and Management Services	4,520	3,383	408
273	Fleet Lease Operating and Mtc	6,289	4,258	503
274	Fleet Lease Replacement	533	533	67
	Subtotal	*12,377*	*10,966*	*3,618*
	SERVICE TOTAL	**$ 54,296**	**$ 44,463**	**$ 19,129**

Utilities and Public Works—Public Works and Engineering

Overview

	2023 Actual	2024 Budget	2025 Budget
Personal Services	712,206	515,599	1,043,934
Operating and Maintenance	72,155	52,424	89,396
Non-Operating	-	-	-
Capital	-	-	6,300
TOTAL	**$ 784,361**	**$ 568,023**	**$ 1,139,630**

Engineering Services

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

Construction Inspection

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.

Survey and Engineering Support

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.

Budgeted Positions - Engineering Services

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Assistant Director of Water and Waste	0.000	0.270	0.000
Engineering Administrator	0.000	0.050	0.000
Sr Civil Engineer	1.900	0.250	0.000
Civil Engineer II	1.100	1.000	0.000
Project Manager II	0.000	0.050	0.000
Total	**3.000**	**1.620**	**0.000**

Budget Detail - Engineering Services

Personal Services			**2023 Actual**		**2024 Budget**		**2025 Budget**
111	Salaries and Wages		408,182		224,570		615,365
123	Leave Expense		19,063		-		-
126	RHS Plan		2,244		648		1,668
129	Medicare Contribution		3,476		3,256		9,034
131	MOPC		14,290		11,231		30,766
132	Employee Insurance		40,283		31,120		89,228
133	GERP Retirement		33,126		21,110		57,844
136	Unemployment Insurance		120		86		-
137	Staff Training and Conference		1,928		2,000		2,000
142	Food Allowance		223		-		500
	Subtotal		*522,935*		*294,021*		*806,405*
Operating and Maintenance							
210	Supplies		1,445		3,000		3,000
216	Reference Books and Materials		-		100		100
217	Dues and Subscriptions		984		425		425
218	NonCapital Equip and Furniture		2,272		1,720		1,720
240	Repair and Maintenance		12,431		10,450		27,250
245	Mileage Allowance		-		50		50
247	Safety Expenses		257		300		300
250	Prof and Contracted Services		32,642		5,000		5,000
253	Software		-		-		19,000
261	Telephone Charges		1,793		1,000		1,000
264	Printing Copying and Binding		4		250		250
	Subtotal		*51,827*		*22,295*		*58,095*
	SERVICE TOTAL	**$**	**574,762**	**$**	**316,316**	**$**	**864,500**

Budgeted Positions - Construction Inspection

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Construction Inspection Supervisor	0.150	0.150	0.150
Sr Construction Inspector	0.600	0.600	0.600
Construction Inspector	0.450	0.450	0.600
Total	**1.200**	**1.200**	**1.350**

Budget Detail - Construction Inspection

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	82,314	103,514	124,387
112	Temporary Wages	-	102	1,800
121	Overtime Wages	8,159	9,000	9,000
123	Leave Expense	15,094	-	-
126	RHS Plan	1,760	480	540
128	FICA	-	6	112
129	Medicare Contribution	1,274	1,500	1,830
131	MOPC	4,631	5,174	6,218
132	Employee Insurance	13,569	14,341	17,774
133	GERP Retirement	8,994	9,731	11,692
135	Compensation Insurance	644	571	541
136	Unemployment Insurance	33	39	-
137	Staff Training and Conference	725	450	750
141	Uniforms Protective Clothing	505	225	225
	Subtotal	*137,701*	*145,133*	*174,869*
Operating and Maintenance				
210	Supplies	1,941	1,350	1,541
216	Reference Books and Materials	-	15	15
217	Dues and Subscriptions	-	150	150
218	NonCapital Equip and Furniture	-	1,725	2,239
222	Chemicals	-	350	350
240	Repair and Maintenance	-	90	90
246	Liability Insurance	326	391	370
247	Safety Expenses	-	225	225
249	Operating Leases and Rentals	244	450	450
253	Software	-	-	60
260	Utilities	57	-	100
261	Telephone Charges	65	1,089	1,163
264	Printing Copying and Binding	-	105	105
273	Fleet Lease Operating and Mtc	7,737	6,467	6,199
274	Fleet Lease Replacement	4,081	2,507	2,292
	Subtotal	*14,451*	*14,914*	*15,349*
Capital Outlay				
432	Vehicles	-	-	6,300
	Subtotal	-	-	*6,300*
	SERVICE TOTAL	**$ 152,152**	**$ 160,047**	**$ 196,518**

Budgeted Positions - Survey and Engineering Support

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Engineering and Surveying Technician Supervisor	0.150	0.150	0.150
Engineering Technician	0.300	0.300	0.150
Sr Engineering Technician	0.150	0.150	0.150
Total	**0.600**	**0.600**	**0.450**

Budget Detail - Survey and Engineering Support

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	33,101	57,627	46,973
121	Overtime Wages	-	500	375
123	Leave Expense	4,103	-	-
126	RHS Plan	352	240	180
129	Medicare Contribution	561	836	681
131	MOPC	2,215	2,876	2,349
132	Employee Insurance	5,950	7,973	6,725
133	GERP Retirement	4,660	5,408	4,414
135	Compensation Insurance	612	18	18
136	Unemployment Insurance	16	22	-
137	Staff Training and Conference	-	900	900
141	Uniforms Protective Clothing	-	45	45
	Subtotal	*51,570*	*76,445*	*62,660*
Operating and Maintenance				
210	Office Supplies	-	450	510
216	Reference Books and Materials	-	15	15
217	Dues and Subscriptions	470	75	75
218	NonCapital Equip and Furniture	196	270	270
240	Repair and Maintenance	407	4,080	1,125
246	Liability Insurance	321	119	123
247	Safety Expenses	-	75	75
250	Prof and Contracted Services	125	5,265	5,265
253	Software	-	-	3,450
261	Telephone Charges	-	90	113
264	Printing Copying and Binding	1	30	30
273	Fleet Lease Operating and Mtc	1,642	2,031	3,083
274	Fleet Lease Replacement	2,714	2,715	1,818
	Subtotal	*5,877*	*15,215*	*15,952*
	SERVICE TOTAL	**$ 57,447**	**$ 91,660**	**$ 78,612**

Overview

	2023 Actual	2024 Budget	2025 Budget
Personal Services	3,225,718	4,383,416	4,508,433
Operating and Maintenance	5,276,872	5,982,638	7,223,097
Non-Operating	(182,865)	27,483	-
Capital	518,085	354,742	549,617
TOTAL	**$ 8,837,810**	**$ 10,748,279**	**$ 12,281,147**

Environmental Affairs

Meet all EPA and State regulatory requirements for regulating industrial dischargers to the wastewater system, including permitting, monitoring, sampling, enforcement, record keeping, reporting.

Water and Wastewater Engineering

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.

Wastewater Collections

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.

Wastewater Treatment

The Wastewater Treatment Plant treats domestic, industrial and commercial wastewater generated within the city, in order to protect human health and the environment. The Wastewater Collection System collects wastewater discharged by residences, commercial businesses and industries in the municipal service area. 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.

Budgeted Positions - Environmental Affairs

Budgeted Positions:	2023 Budget	2024 Budget	2025 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	1.100	0.550	1.100
Water Quality Analyst II	2.200	2.750	2.750
Laboratory Support Technician	0.550	0.550	0.550
Environmental Services Manager	0.300	0.450	0.500
Sr Civil Engineer	0.000	1.000	1.000
Water Quality and Environmental Compliance Coordinator	0.500	0.000	0.000
Engineering And Operations Administrator	0.000	0.000	0.500
Industrial Pre-treatment Coordinator	1.000	1.000	1.000
Total	**7.300**	**7.950**	**9.050**

Budget Detail - Environmental Affairs

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	471,218	771,956	966,402
112	Temporary Wages	16,327	100,491	87,752
121	Overtime Wages	8,890	18,000	18,000
123	Leave Expense	87,840	-	-
126	RHS Plan	4,365	3,180	3,620
128	FICA	1,020	6,230	5,441
129	Medicare Contribution	7,260	12,651	15,288
131	MOPC	27,384	38,600	48,318
132	Employee Insurance	56,113	107,424	140,125
133	GERP Retirement	65,676	72,565	90,843
135	Compensation Insurance	6,493	4,069	4,699
136	Unemployment Insurance	210	297	-
137	Staff Training and Conference	3,560	7,575	7,850
141	Uniforms Protective Clothing	469	1,787	1,787
142	Food Allowance	55	55	55
	Subtotal	*756,879*	*1,144,880*	*1,390,180*
Operating and Maintenance				
210	Supplies	77,939	86,458	97,300
216	Reference Books and Materials	59	1,030	1,030
217	Dues and Subscriptions	28,739	34,323	32,985
218	NonCapital Equip and Furniture	1,678	5,630	7,790
240	Repair and Maintenance	75,966	92,905	92,705
245	Mileage Allowance	108	600	600
246	Liability Insurance	1,652	2,107	1,983
247	Safety Expenses	187	950	950
250	Prof and Contracted Services	295,841	244,676	365,526
252	Ads and Legal Notices	1,241	150	150
253	Software	-	-	17,600
259	Licenses and Permits	22,265	34,100	34,100
261	Telephone Charges	1,282	2,100	2,100
263	Postage	450	569	569
264	Printing Copying and Binding	237	200	200
269	Other Services and Charges	-	55	55
273	Fleet Lease Operating and Mtc	8,170	1,923	9,878
274	Fleet Lease Replacement	11,616	11,616	12,786
	Subtotal	*527,431*	*519,392*	*678,307*
Capital Outlay				
440	Machinery and Equipment	116,567	56,000	134,750
	Subtotal	*116,567*	*56,000*	*134,750*
	SERVICE TOTAL	**$ 1,400,877**	**$ 1,720,272**	**$ 2,203,237**

Budgeted Positions - Water and Wastewater Engineering

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Engineering Administrator	0.050	0.500	0.050
Assistant Director of Engineering Services	0.500	0.000	0.270
Sr Civil Engineer	0.350	0.500	0.750
Civil Engineer II	1.000	1.600	2.600
Engineering And Operations Administrator	0.000	0.000	0.500
Project Manager II	0.100	0.000	0.000
Total	**2.000**	**2.600**	**4.170**

Budget Detail - Water and Wastewater Engineering

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	-	353,482	-
112	Temporary Wages	354	7,672	7,672
123	Leave Expense	50,736	11,000	11,000
126	RHS Plan	988	1,040	-
128	FICA	22	476	476
129	Medicare Contribution	2,413	5,236	-
131	MOPC	9,672	17,674	-
132	Employee Insurance	26,186	48,981	-
133	GERP Retirement	22,010	33,229	-
135	Compensation Insurance	236	212	184
136	Unemployment Insurance	80	135	-
137	Staff Training and Conference	-	6,000	6,000
141	Uniforms Protective Clothing	210	125	125
142	Food Allowance	-	400	400
	Subtotal	*112,907*	*485,662*	*25,857*
Operating and Maintenance				
210	Supplies	-	2,900	2,400
216	Reference Books and Materials	-	400	400
217	Dues and Subscriptions	-	1,300	1,300
218	NonCapital Equip and Furniture	-	2,130	2,130
240	Repair and Maintenance	-	8,995	2,000
245	Mileage Allowance	-	150	150
246	Liability Insurance	1,639	2,328	2,107
247	Safety Expenses	-	825	825
249	Operating Leases and Rentals	150	-	-
250	Prof and Contracted Services	-	86,550	706,550
252	Ads and Legal Notices	1,045	400	400
253	Software	-	-	8,575
259	Licenses and Permits	250	250	250
261	Telephone Charges	-	3,285	3,285
263	Postage	-	500	500
264	Printing Copying and Binding	-	300	300
269	Other Services and Charges	4,233	70,000	70,000
270	Administrative and Management Services	1,274,654	1,193,693	1,286,660
271	Franchise Equivalency	628,384	817,124	847,001
273	Fleet Lease Operating and Mtc	7,338	3,037	3,948
274	Fleet Lease Replacement	5,606	3,678	1,599
275	Building Permits To LDDA	300	-	-
	Subtotal	*1,923,599*	*2,197,845*	*2,940,380*
Non-Operating Expense				
922	Interest Current Bond Issue	(231,751)	-	-
950	Bad Debt	5,246	-	-
970	Transfers to Other Funds	43,641	27,483	-
	Subtotal	*(182,865)*	*27,483*	-
Capital Outlay				
440	Machinery and Equipment	18,090	40,000	40,000
	Subtotal	*18,090*	*40,000*	*40,000*
	SERVICE TOTAL	**$ 1,871,732**	**$ 2,750,990**	**$ 3,006,237**

Budgeted Positions - Wastewater Collections

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Engineering Administrator	0.000	0.250	0.250
Utility Operations and Maintenance Manager	0.000	0.450	0.450
System Operations Supervisor	0.400	0.700	0.700
Operations Support Specialist	0.300	0.300	0.300
Logistics Supervisor	0.000	0.000	0.500
Field Engineer	0.000	0.000	0.500
Operations and Maintenance Technician II	0.000	0.600	0.600
Water Utility Technician III	1.000	1.250	2.250
Water Utility Technician II	0.000	2.500	2.400
Water Utility Technician I	0.000	1.500	1.750
Total	**1.700**	**7.550**	**9.700**

Budget Detail - Wastewater Collections

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	515,806	667,374	880,446
112	Temporary Wages	16,674	76,150	76,150
121	Overtime Wages	52,720	35,000	55,000
123	Leave Expense	76,022	-	-
126	RHS Plan	7,239	3,020	3,880
128	FICA	1,034	4,721	4,721
129	Medicare Contribution	8,164	10,781	13,871
131	MOPC	29,196	33,288	44,024
132	Employee Insurance	89,715	92,250	127,143
133	GERP Retirement	54,307	62,578	82,759
135	Compensation Insurance	7,067	2,351	6,055
136	Unemployment Insurance	196	255	-
137	Staff Training and Conference	8,967	1,567	9,567
141	Uniforms Protective Clothing	6,494	5,250	6,750
142	Food Allowance	658	200	700
	Subtotal	*874,259*	*994,785*	*1,311,066*
Operating and Maintenance				
210	Supplies	21,322	13,826	21,138
215	Audiovisual Materials	-	100	-
216	Reference Books and Materials	189	300	500
217	Dues and Subscriptions	1,676	10,666	2,000
218	NonCapital Equip and Furniture	8,317	11,300	13,400
220	Gas and Oil	366	50	50
222	Chemicals	-	5,000	5,000
240	Repair and Maintenance	49,990	129,275	118,167
245	Mileage Allowance	-	400	400
246	Liability Insurance	120,952	144,016	107,379
247	Safety Expenses	11,995	7,500	12,000
249	Operating Leases and Rentals	556	500	500
250	Prof and Contracted Services	151,485	155,000	145,000
252	Ads and Legal Notices	647	300	300
253	Software	-	-	6,860
259	Licenses and Permits	3,194	1,850	1,850
260	Utilities	14,681	20,715	20,715
261	Telephone Charges	12,050	1,586	4,336
263	Postage	518	-	-
264	Printing Copying and Binding	-	1,000	1,000
269	Other Services and Charges	-	1,850	1,850
273	Fleet Lease Operating and Mtc	75,926	110,433	119,562
274	Fleet Lease Replacement	214,130	116,913	105,601
	Subtotal	*687,994*	*732,580*	*687,608*
Capital Outlay				
432	Vehicles	-	-	309,450
440	Machinery and Equipment	53,836	30,217	30,217
481	Taps	-	1,200	1,200
486	Meters	316,141	197,325	-
	Subtotal	*369,977*	*228,742*	*340,867*
	SERVICE TOTAL	**$ 1,932,229**	**$ 1,956,107**	**$ 2,339,541**

Budgeted Positions - Wastewater Treatment Plant

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Engineering Administrator	0.250	0.000	0.000
System Operations Supervisor	0.300	0.000	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	0.000	0.000
Utility Operations and Maintenance Manager	0.450	0.000	0.000
Chief Plant Operator	0.000	1.000	0.000
Operations and Maintenance Technician Lead	9.100	0.000	0.000
Operations and Maintenance Tech III	0.000	0.000	0.700
Operations and Maintenance Tech II	0.000	8.500	7.800
Operations and Maintenance Tech I	0.000	0.000	1.000
Water Utility Technician Lead	1.000	0.000	0.000
Water Utility Technician III	0.250	0.000	0.000
Water Utility Technician	3.000	0.000	0.000
Instrumentation Technician II	0.500	0.500	0.500
Instrumentation Technician I	0.500	0.500	0.500
Field Engineer	0.500	0.500	0.500
Electrician II	0.500	0.500	0.500
Total	**19.750**	**14.200**	**14.200**

Budget Detail - Wastewater Treatment Plant

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	966,563	1,286,801	1,299,824
112	Temporary Wages	-	15,345	15,345
121	Overtime Wages	44,561	26,000	26,000
123	Leave Expense	92,641	-	-
126	RHS Plan	9,222	5,680	5,680
128	FICA	-	951	951
129	Medicare Contribution	13,837	18,883	19,069
131	MOPC	53,011	64,341	64,993
132	Employee Insurance	152,128	178,313	188,472
133	GERP Retirement	109,880	120,956	122,188
135	Compensation Insurance	26,453	16,127	14,608
136	Unemployment Insurance	403	492	-
137	Staff Training and Conference	7,278	14,000	14,000
141	Uniforms Protective Clothing	5,656	9,600	9,600
142	Food Allowance	39	600	600
	Subtotal	*1,481,673*	*1,758,089*	*1,781,330*
Operating and Maintenance				
210	Supplies	50,273	42,280	31,780
215	Audiovisual Materials	-	100	100
216	Reference Books and Materials	-	1,300	1,300
217	Dues and Subscriptions	5,092	5,000	5,000
218	NonCapital Equip and Furniture	4,059	25,000	25,000
220	Gas and Oil	2,647	5,000	5,000
222	Chemicals	185,256	500,000	775,000
240	Repair and Maintenance	290,317	313,599	313,599
245	Mileage Allowance	-	700	700
246	Liability Insurance	11,044	15,048	13,031
247	Safety Expenses	4,775	16,000	16,000
249	Operating Leases and Rentals	-	1,000	1,000
250	Prof and Contracted Services	632,886	702,500	742,500
252	Ads and Legal Notices	1,263	500	500
253	Software	-	-	22,500
259	Licenses and Permits	43,371	53,880	53,880
260	Utilities	784,728	737,000	797,000
261	Telephone Charges	6,125	5,000	5,000
263	Postage	484	-	-
264	Printing Copying and Binding	-	200	200
269	Other Services and Charges	258	150	150
273	Fleet Lease Operating and Mtc	38,632	27,666	35,623
274	Fleet Lease Replacement	76,638	80,898	71,939
	Subtotal	*2,137,848*	*2,532,821*	*2,916,802*
Capital Outlay				
432	Vehicles	-	-	4,000
440	Machinery and Equipment	13,451	30,000	30,000
	Subtotal	*13,451*	*30,000*	*34,000*
	SERVICE TOTAL	**$ 3,632,971**	**$ 4,320,910**	**$ 4,732,132**

Sewer Construction Fund

The Sewer Construction Fund was created in 1994 to account separately for sewer development fees and related expenses.

Fund Statement

	2023 Actuals	2024 Budget	2025 Budget
Beginning Working Capital	12,055,986	9,391,419	4,417,220
Committed Working Capital		5,533,696	
Sources of Funds			
Charges for Services	762,284	1,290,000	1,238,300
Interest Earnings	335,459	46,200	49,800
Miscellaneous	182,643	-	-
Total Sources of Funds	**1,280,386**	**1,336,200**	**1,288,100**
Non-Operating	464,423	466,633	466,633
Capital	3,480,530	310,070	28,000
Total Expenses by Category	**3,944,953**	**776,703**	**494,633**
Contribution to/(from) Fund Balance	(2,664,567)	559,497	793,467
Ending Working Capital	9,391,419	4,417,220	5,210,687

Capital Improvement Program

The following capital projects are funded in 2025. Detailed capital project descriptions are included in the 2025-2029 Capital Improvement Program.

SEWER CONSTRUCTION FUND PROJECTS	**2025 Budget**
DRN039 Resilient St Vrain Project	28,000
TOTAL	**$ 28,000**

STREET SYSTEM MAINTENANCE AND IMPROVEMENT FUND

External Services

Shared Services

Utilities and Public Works

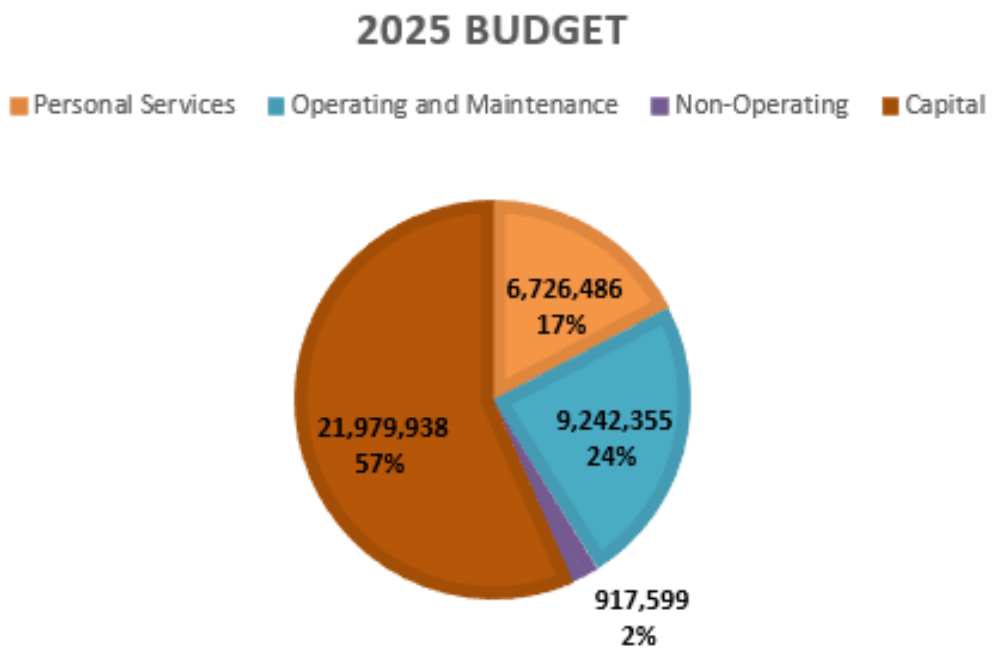
- **Administration**
- **Public Works**
- **Water and Wastewater**

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.

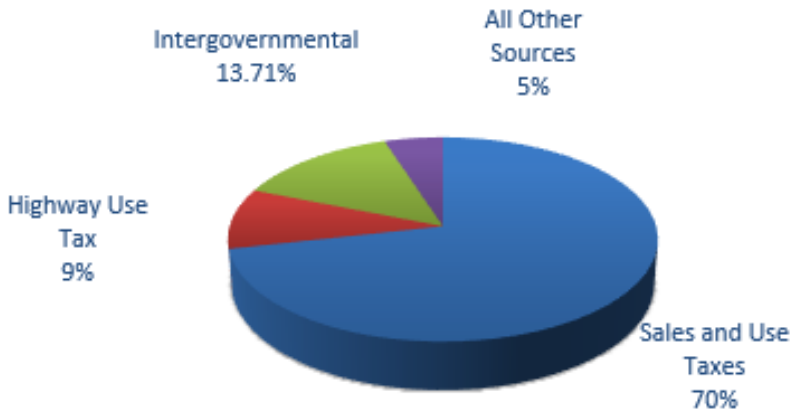
The City's total sales and use tax rate is 3.53% of which 0.75% goes into the Street Maintenance and Improvement Fund. The City sales and use tax revenue designated to the Street Maintenance and Improvement Fund was initially approved by Longmont voters in 1986 for a five-year period and renewed several 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.

46.374

FTE



Street System Maintenance and Improvement Fund Sources



- Approximately 70% of revenues in the Street Fund for 2025 will come from collections of the City's sales and use tax. Another 13.71% will come from intergovernmental sources

- The 2025 Budget will require a contribution from fund balance of $5,594,208, primarily for capital projects.

Estimating Major Sources of Funds

Sales and Use Taxes: From Finance Department projections. There has been actual revenue growth of 4.6% through the first six months of 2024. Projections for year-end 2024 are a combined increase for sales and use tax of 3.42%. Projections for 2025 are a 3.08% increase in sales and use tax revenue over the projected collections for 2024.

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.

	2023 Actual	2024 Budget	2025 Budget
SOURCES OF FUNDS			
Sales and Use Tax	$ 21,963,338	$ 22,289,274	$ 23,403,380
Automobile Tax	1,429,105	1,500,000	1,500,000
State Highway Use Tax	3,056,563	3,251,059	3,147,271
Intergovernmental	748,418	2,153,244	4,560,244
County Road/Bridge Maintenance	197,063	150,000	140,000
State Highway Maintenance	79,871	79,871	79,871
State Traffic Control Maintenance	311,940	311,928	311,928
Street Cut Permit/Inspection Fee	73,280	50,000	50,000
Street Improvement Fee	-		
Other Transfers	-	-	-
Other Revenue	1,686,782	10,000	10,000
Interest Income	1,477,064	11,787	69,476
Contribution from/(to) Fund Balance	(4,355,298)	1,387,841	5,594,208
TOTAL FUNDS NEEDED TO MEET EXPENSES	**$ 26,668,127**	**$ 31,195,004**	**$ 38,866,378**

Street System Maintenance and Improvement Fund

	2023 Actuals	2024 Budget	2025 Budget
Beginning Working Capital	27,161,715	31,517,013	6,411,174
Committed Working Capital		23,717,998	
Sources of Funds			
Taxes	23,392,443	23,789,274	24,903,380
Licenses and Permits	73,280	50,000	50,000
Intergovernmental	4,393,856	5,946,102	8,239,314
Charges for Services	1,657,623	-	-
Interest Earnings	928,722	11,787	69,476
Miscellaneous	577,501	10,000	10,000
Total Sources of Funds	**31,023,425**	**29,807,163**	**33,272,170**
Personal Services	4,710,808	6,142,994	6,726,486
Operating and Maintenance	7,510,861	8,363,930	9,242,355
Non-Operating	617,151	805,281	917,599
Capital	13,829,308	15,882,799	21,979,938
Total Expenses by Category	**26,668,127**	**31,195,004**	**38,866,378**
Contribution to/(from) Fund Balance	4,355,298	(1,387,841)	(5,594,208)
Ending Working Capital	31,517,013	6,411,174	816,966

Street System Maintenance and Improvement Fund

Capital Improvement Program

2025-2029 Capital Improvement Program

Capital projects are listed below. Detailed descriptions of each project are included in the 2025-2029 Capital Improvement Program.

STREET FUND PROJECTS		2025 Budget
PBF080 Municipal Buildings Boiler Replacement	$	101,310
PBF082 Municipal Buildings HVAC Replacement		15,525
PBF163 Municipal Buildings Keyless Entry		85,612
PBF192 Operations & Maintenance Building/Site Improvement		372,500
TRP001 Asphalt Pavement Management Program		9,970,000
TRP011 Transportation System Management Program		3,100,000
TRP094 Railroad Quiet Zones		5,400,000
TRP098 State Highway 66 Improvements - Hover to US 287		150,000
TRP105 Missing Sidewalks		416,000
TRP135 Coffman St Busway Improvements		936,000
TRP137 Main Street Corridor Plan		775,000
TOTAL	**$**	**21,321,947**

External Services Department

Overview

	2023 Actual	2024 Budget	2025 Budget
Personal Services	104,619	288,757	466,367
Operating and Maintenance	156,981	11,298	1,512,279
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	**$ 261,601**	**$ 300,055**	**$ 1,978,646**

Transportation Planning

Coordinating transportation and land use planning to provide a safe, efficient, and equitable movement of people, goods, and services within, through, and beyond the Longmont Planning Area.

Goals:

- A complete, balanced, connected, and equitable transportation system
- Livable centers, corridors, and neighborhoods
- Housing, services, amenities, and opportunities for all
- Responsible stewardship of our resources
- Job growth and economic vitality through innovation and collaboration

Parks and Natural Resources

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.

Planning and Development Services

The Planning and Development Services Division is responsible for the comprehensive management and coordination of planning services, encompassing development review, historic preservation, and long-range planning. The division provides essential administrative support to the Development Services Center (DSC), which integrates Planning, Public Works, Building Inspection, Code Enforcement and Parking Enforcement. Staff facilitates a one-stop development review process within the DSC, ensuring efficient and effective service delivery. Additionally, the planning services group conducts in-depth research and special studies for various project-specific task forces, steering committees, the Planning and Zoning Commission, Board of Adjustment, Historic Preservation Commission, and the City Council. The department frequently engages in projects aligned with the City Council's annual work plans and is responsible for maintaining and updating the Land Development Code and the Envision Longmont Comprehensive Plan.

Code Enforcement

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:

Code Enforcement (continued)

- 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.

Budgeted Positions - Transportation Planning

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Alternative Transportation Planner	0.000	1.000	2.000
Total	**0.000**	**1.000**	**2.000**

Budget Detail - Transportation Planning

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	-	108,397	221,080
126	RHS Plan	-	400	800
129	Medicare Contribution	-	1,572	3,206
131	MOPC	-	5,420	11,054
132	Employee Insurance	-	15,718	32,056
133	GERP Retirement	-	10,189	20,782
135	Compensation Insurance	-	-	34
136	Unemployment Insurance	-	41	-
137	Staff Training and Conference	-	-	4,000
	Subtotal	-	*141,737*	*293,012*
Operating and Maintenance				
210	Supplies	-	675	500
217	Dues and Subscriptions	-	-	2,800
218	NonCapital Equip and Furniture	-	5,123	-
246	Liability Insurance	-	-	229
250	Prof and Contracted Services	150,000	-	1,500,000
253	Software	-	-	2,500
261	Telephone Charges	-	-	984
	Subtotal	*150,000*	*5,798*	*1,507,013*
	SERVICE TOTAL	**$ 150,000**	**$ 147,535**	**$ 1,800,025**

Budgeted Positions - Parks and Natural Resources

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Ecosystem Manager	0.050	0.040	0.040
Sr Natural Resources Technician	0.030	0.030	0.030
Parks and Trails Design and Construction Manager	0.000	0.350	0.350
Total	**0.080**	**0.420**	**0.420**

Budget Detail - Parks and Natural Resources

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	28,641	53,522	57,215
126	RHS Plan	16	168	168
129	Medicare Contribution	367	776	830
131	MOPC	1,425	2,676	2,861
132	Employee Insurance	742	7,417	8,296
133	GERP Retirement	2,634	5,031	5,378
135	Compensation Insurance	2	2	17
136	Unemployment Insurance	2	21	-
	Subtotal	*33,829*	*69,613*	*74,765*
Operating and Maintenance				
210	Supplies	78	1,070	1,070
222	Chemicals	19	-	-
240	Repair and Maintenance	16	-	-
246	Liability Insurance	117	137	234
250	Prof and Contracted Services	68	-	-
261	Telephone Charges	82	-	-
273	Fleet Lease Operating and Mtc	3,036	2,387	2,148
274	Fleet Lease Replacement	3,565	1,775	1,688
	Subtotal	*6,981*	*5,369*	*5,140*
	SERVICE TOTAL	**$ 40,810**	**$ 74,982**	**$ 79,905**

Budgeted Positions - Planning and Development Services

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Development Project Administrator	0.088	0.088	0.188
Administrative Assistant	0.520	0.520	0.520
Total	**0.608**	**0.608**	**0.708**

Budget Detail - Planning and Development Services

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	38,373	41,525	56,429
121	Overtime Wages	238	-	-
126	RHS Plan	1,673	243	283
129	Medicare Contribution	493	602	819
131	MOPC	1,835	2,076	2,822
132	Employee Insurance	3,691	5,754	8,182
133	GERP Retirement	3,573	3,904	5,304
135	Compensation Insurance	-	14	13
136	Unemployment Insurance	13	16	-
	Subtotal	*49,889*	*54,134*	*73,852*
Operating and Maintenance				
246	Liability Insurance	-	92	88
	Subtotal	-	*92*	*88*
	SERVICE TOTAL	**$ 49,889**	**$ 54,226**	**$ 73,940**

Budgeted Positions - Code Enforcement

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Administrative Assistant	0.300	0.300	0.300
Total	**0.300**	**0.300**	**0.300**

Budget Detail - Code Enforcement

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	17,867	17,840	18,881
126	RHS Plan	120	120	120
129	Medicare Contribution	229	259	274
131	MOPC	893	892	944
132	Employee Insurance	176	2,472	2,738
133	GERP Retirement	1,609	1,677	1,775
135	Compensation Insurance	-	6	6
136	Unemployment Insurance	6	7	-
	Subtotal	*20,902*	*23,273*	*24,738*
Operating and Maintenance				
246	Liability Insurance	-	39	38
	Subtotal	*-*	*39*	*38*
	SERVICE TOTAL	**$ 20,902**	**$ 23,312**	**$ 24,776**

Shared Services Department

Overview

	2023 Actual	2024 Budget	2025 Budget
Personal Services	387,566	877,583	918,952
Operating and Maintenance	83,658	202,993	152,565
Non-Operating	4,977	477,777	340,870
Capital	2,502	-	-
TOTAL	**$ 478,703**	**$ 1,558,353**	**$ 1,412,387**

Communications

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.

Goals:

- Responsible internal operations and governance

Community and Neighborhood Resources and Equity

This service includes Neighborhood Resources, Community Relations & Mediation Services, Social Equity Community Engagement, and Longmont Multicultural Action Program.

- Neighborhood Resources Services works with neighbors and neighborhoods to create sustainable and resilient neighborhoods by fostering 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 coordinates the Neighborhood Group Leaders Association and administers funding for the Neighborhood Improvement, Neighborhood Activities and Discover Neighbors grant programs.

Community and Neighborhood Resources and Equity (continued)

- Community Relations Services- provides mediation, facilitation, and problem-solving services to assist in resolving conflict and disputes involving landlords and tenants, neighbors to neighbor issues, neighborhood or community wide issues, HOA concerns, youth violence, racial and cross-cultural issues. Facilitation for nonprofit agencies, community groups, and the City of Longmont as appropriate. Provides information and referral services for resources, system navigation, civil rights, wage theft, fair housing, schools, and police.
- Social Equity provides services in two areas internal coordinates the City's equity team, sub-teams, and organizational equity training. Provides consultation and strategic equity development for various divisions, staff, and leadership. Embedding equity across the organization, fostering equitable and accessible services, programs, and engagement for all in our community.
- Manages the Longmont Multicultural Action Program (LMAC) a City Council–initiated effort that inspires Longmont residents to take individual and collective action to promote cultural understanding, inclusion, and involvement. LMAC was created specifically to address diversity-related issues in Longmont, with the goal of maintaining a welcoming community where *everyone belongs*.
- Focused on three main topic areas— *Explore, Learn, Lead*—LMAC creates engaging opportunities for residents to learn about and celebrate the many different cultures represented in our community. LMAC's important work helps cultivate stronger connections that bridge relationships between community members from diverse cultures.
- Community Engagement provides services to educate, integrate, and provide guidance on the City's community engagement model across the organization. Guidance for departments to plan out community engagement and communications for various projects which may include facilitating at community meetings. Facilitate skill development regarding community engagement that is equitable, accessible, and meaningful. Provide guidance on communication techniques to enhance equitable and authentic communication with diverse neighborhoods and diverse communities within Longmont.

Goals:

- A safe, healthy and adaptable community
- Housing, services, amenities and opportunities for all
- Livable centers, corridors and neighborhoods

Strategic Integration Executive Director

Strategic Integration Administration is responsible for developing departmental policies and procedures and assuring effective delivery of the services provided by the department, including the development of adequate rates, preparation and monitoring of the annual budget, and effective supervision of personnel. This budget service also includes the Project Management Office. New in 2024, the Project Management Office (PMO) provides support for formal and informal project managers throughout the organization. This is accomplished through establishing project management standards, publishing internal project dashboards, and providing templates for use throughout the organization.

Goals:

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

Shared Services Department

Business Enablement/Rates and Finance

The Business Enablement division provides business support in the areas of rates & finance, technology, and customer service/administrative support to the Electric, Water & Waste, Public Works, and NextLight departments.

Business Enablement/Customer Service and Administration

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.

Business Enablement/Technical Services

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.

Data and Analytics

Data & Analytics offers data quality, management, analysis, and dashboard development services to City departments. The team supports all aspects of data work, from data governance discussions on policy and best practice development, through to process analysis and improvements, and data ecosystem planning. Current goals include design, implementation, and initial use cases of a new enterprise data lake to serve advanced analytics needs.

Geospatial Data and Analysis

This service provides GIS/mapping and related support services. This includes maintaining and updating GIS and maps, surveying services, and technical support for development and capital improvement programs for all City services.

Budgeted Positions - Communications

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Assistant Communications and Engagement Director	0.100	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	**0.685**	**0.685**	**0.685**

Budget Detail - Communications

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	55,224	62,217	63,448
126	RHS Plan	140	274	274
129	Medicare Contribution	692	901	920
131	MOPC	2,749	3,111	3,173
132	Employee Insurance	6,915	8,621	9,200
133	GERP Retirement	5,255	5,849	5,964
135	Compensation Insurance	-	20	20
136	Unemployment Insurance	19	24	-
137	Staff Training and Conference	337	1,500	1,500
	Subtotal	*71,331*	*82,517*	*84,499*
Operating and Maintenance				
210	Supplies	115	300	246
217	Dues and Subscriptions	360	986	1,100
246	Liability Insurance	-	133	131
250	Prof and Contracted Services	86	4,000	4,000
252	Ads and Legal Notices	-	1,160	1,100
261	Telephone Charges	240	-	-
	Subtotal	*801*	*6,579*	*6,577*
	SERVICE TOTAL	**$ 72,132**	**$ 89,096**	**$ 91,076**

Budgeted Positions - Community and Neighborhood Resources and Equity

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Neighborhood Resource Coordinator	0.060	0.060	0.060
Neighborhood Resource Specialist	0.000	1.000	0.000
Community Engagement Specialist	0.000	0.000	1.000
Social Equity Coordinator	0.060	0.060	0.060
Total	**0.120**	**1.120**	**1.120**

Budget Detail - Community and Neighborhood Resources and Equity

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	10,886	98,358	102,561
126	RHS Plan	98	448	448
129	Medicare Contribution	137	1,426	1,488
131	MOPC	544	4,910	5,128
132	Employee Insurance	1,144	14,168	14,524
133	GERP Retirement	998	9,231	9,641
135	Compensation Insurance	-	4	31
136	Unemployment Insurance	4	37	-
	Subtotal	*13,811*	*128,582*	*133,821*
Operating and Maintenance				
246	Liability Insurance	-	26	207
	Subtotal	*-*	*26*	*207*
	SERVICE TOTAL	**$ 13,811**	**$ 128,608**	**$ 134,028**

Budgeted Positions - Strategic Integration Executive Director

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Executive Director of Strategic Integration	0.100	0.100	0.100
Project Management Office Manager	0.000	0.220	0.220
Project Management Office Administrative Analyst	0.000	0.220	0.220
Total	**0.100**	**0.540**	**0.540**

Budget Detail - Strategic Integration Executive Director

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	17,082	61,331	72,013
112	Temporary Wages	156	-	-
126	RHS Plan	193	216	216
128	FICA	10	-	-
129	Medicare Contribution	209	889	1,044
131	MOPC	854	3,067	3,601
132	Employee Insurance	2,164	8,780	10,442
133	GERP Retirement	1,567	5,765	6,770
135	Compensation Insurance	-	233	524
136	Unemployment Insurance	6	24	-
137	Staff Training and Conference	-	1,670	1,000
142	Food Allowance	3	-	-
	Subtotal	*22,244*	*81,975*	*95,610*
Operating and Maintenance				
210	Supplies	757	615	-
217	Dues and Subscriptions	206	-	-
218	NonCapital Equip and Furniture	72	2,600	-
246	Liability Insurance	-	728	129
250	Prof and Contracted Services	15,639	7,684	5,200
253	Software	-	-	10,764
	Subtotal	*16,674*	*11,627*	*16,093*
Non-Operating Expense				
970	Transfers to Other Funds	4,977	4,977	-
	Subtotal	*4,977*	*4,977*	-
	SERVICE TOTAL	**$ 43,895**	**$ 98,579**	**$ 111,703**

Shared Services Department– Strategic Integration

Budgeted Positions - Strategic Integration Business Enablement/Rates and Finance

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Director of Business Enablement	0.100	0.100	0.100
Assistant Director of Business Services	0.110	0.000	0.000
Utility Rate and Analysis Manager	0.000	0.110	0.110
Utility Rate Analyst	0.130	0.260	0.260
Financial Analyst	0.000	0.000	0.260
Administrative Analyst	0.000	0.000	0.500
Grant Coordinator	0.200	0.200	0.200
Business Analyst	0.370	0.370	0.000
Total	**0.910**	**1.040**	**1.430**

Budget Detail - Strategic Integration Business Enablement/Rates and Finance

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	63,485	119,057	149,591
126	RHS Plan	463	416	572
129	Medicare Contribution	778	1,728	2,169
131	MOPC	3,140	5,953	7,479
132	Employee Insurance	8,928	16,498	21,692
133	GERP Retirement	8,588	11,193	14,061
135	Compensation Insurance	-	33	37
136	Unemployment Insurance	31	46	-
137	Staff Training and Conference	2,285	600	600
142	Food Allowance	27	-	-
	Subtotal	*87,725*	*155,524*	*196,201*
Operating and Maintenance				
210	Supplies	345	548	72
218	NonCapital Equip and Furniture	786	1,326	126
240	Repair and Maintenance	12	-	-
245	Mileage Allowance	-	60	60
246	Liability Insurance	-	217	251
250	Prof and Contracted Services	2,297	2,238	2,000
253	Software	-	-	238
261	Telephone Charges	42	-	-
	Subtotal	*3,484*	*4,389*	*2,747*
Non-Operating Expense				
927	Principal Notes and Contracts	-	292,000	-
970	Transfers to Other Funds	-	180,800	340,870
	Subtotal	*-*	*472,800*	*340,870*
	SERVICE TOTAL	**$ 91,208**	**$ 632,713**	**$ 539,818**

Shared Services Department– Strategic Integration

Budgeted Positions - Business Enablement/Customer Service and Administration

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Customer Service and Ad-	0.040	0.040	0.040
Administrative Supervisor	0.040	0.040	0.040
Executive Assistant	0.100	0.100	0.100
Administrative Analyst	0.040	0.080	0.080
Administrative Assistant	0.160	0.120	0.160
Sr Customer Service Rep-	0.050	0.000	0.050
Customer Service Repre-	0.100	0.150	0.100
Total	**0.530**	**0.530**	**0.570**

Budget Detail - Business Enablement/Customer Service and Administration

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	32,270	36,127	51,484
112	Temporary Wages	-	-	250
121	Overtime Wages	654	40	250
122	Longevity Compensation	17	96	98
126	RHS Plan	433	212	228
128	FICA	-	-	16
129	Medicare Contribution	384	488	712
131	MOPC	1,600	1,786	2,576
132	Employee Insurance	4,606	4,954	5,988
133	GERP Retirement	3,063	3,361	4,842
135	Compensation Insurance	-	17	11
136	Unemployment Insurance	11	13	-
137	Staff Training and Conference	221	624	672
142	Food Allowance	351	160	160
	Subtotal	*43,609*	*47,878*	*67,287*
Operating and Maintenance				
210	Supplies	862	560	588
218	NonCapital Equip and Furniture	232	170	350
240	Repair and Maintenance	2,391	-	-
246	Liability Insurance	-	116	76
250	Prof and Contracted Services	852	1,845	1,926
253	Software	-	-	420
260	Utilities	490	-	600
261	Telephone Charges	20	22	14
	Subtotal	*4,848*	*2,713*	*3,974*
	SERVICE TOTAL	**$ 48,456**	**$ 50,591**	**$ 71,261**

Budgeted Positions - Business Enablement/Technical Services

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Technical Services Manager	0.120	0.120	0.120
Lead Technical Functional Analyst	0.123	0.123	0.123
Technical Functional Analyst	0.000	0.100	0.100
Sr Programmer Analyst	0.150	0.150	0.150
Application Support Analyst	0.150	0.150	0.150
Administrative Analyst	0.000	0.500	0.000
Total	**0.543**	**1.143**	**0.643**

Budget Detail - Business Enablement/Technical Services

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	60,273	115,758	86,983
126	RHS Plan	382	457	257
129	Medicare Contribution	745	1,678	1,261
131	MOPC	2,983	5,789	4,349
132	Employee Insurance	9,243	16,370	12,613
133	GERP Retirement	5,812	10,881	8,176
135	Compensation Insurance	69	22	36
136	Unemployment Insurance	21	45	-
137	Staff Training and Conference	-	1,730	1,730
	Subtotal	*79,528*	*152,730*	*115,405*
Operating and Maintenance				
210	Supplies	2,900	4,555	650
217	Dues and Subscriptions	9	-	-
218	NonCapital Equip and Furniture	3,310	29,954	28,864
240	Repair and Maintenance	25,545	30,420	2,600
246	Liability Insurance	535	316	415
250	Prof and Contracted Services	-	2,500	2,500
253	Software	-	-	32,287
261	Telephone Charges	8,132	9,960	9,960
273	Fleet Lease Operating and Mtc	3,686	-	-
274	Fleet Lease Replacement	4,526	-	-
	Subtotal	*48,643*	*77,705*	*77,276*
	SERVICE TOTAL	**$ 128,171**	**$ 230,435**	**$ 192,681**

Shared Services Department– Strategic Integration

Budgeted Positions - Data and Analytics

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Business Process Improvement Coordinator	0.050	0.050	0.050
Data and Analytics Program Manager	0.050	0.050	0.050
Data and Innovation Analyst	0.025	0.025	0.025
Total	**0.125**	**0.125**	**0.125**

Budget Detail - Data and Analytics

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	12,250	14,691	18,351
112	Temporary Wages	221	-	-
126	RHS Plan	20	50	50
128	FICA	14	-	-
129	Medicare Contribution	157	213	267
131	MOPC	610	733	918
132	Employee Insurance	1,195	2,032	2,226
133	GERP Retirement	1,209	1,379	1,725
135	Compensation Insurance	-	5	5
136	Unemployment Insurance	4	6	-
137	Staff Training and Conference	706	205	405
	Subtotal	*16,387*	*19,314*	*23,947*
Operating and Maintenance				
210	Supplies	355	-	-
218	NonCapital Equip and Furniture	30	-	-
240	Repair and Maintenance	253	103	-
246	Liability Insurance	-	31	31
250	Prof and Contracted Services	-	64,800	-
253	Software	-	-	451
	Subtotal	*638*	*64,934*	*482*
	SERVICE TOTAL	**$ 17,025**	**$ 84,248**	**$ 24,429**

Budgeted Positions - Geospatial Data and Analysis

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Geospatial Data and Analysis Program Manager	0.080	0.100	0.100
Lead GIS Analyst	0.080	0.000	0.000
Sr GIS Analyst	0.160	0.100	0.221
GIS Coordinator	0.000	0.100	0.100
Technical Functional Analyst	0.080	0.000	0.000
Sr GIS Mapping Technician	0.080	1.400	0.300
GIS Mapping Technician	0.080	0.000	1.000
Total	**0.560**	**1.700**	**1.721**

Budget Detail - Geospatial Data and Analysis

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	38,321	157,466	145,461
112	Temporary Wages	1,885	-	7,200
126	RHS Plan	184	680	680
128	FICA	117	-	446
129	Medicare Contribution	516	2,285	2,213
131	MOPC	1,907	7,872	7,273
132	Employee Insurance	1,954	22,381	21,092
133	GERP Retirement	4,742	14,800	13,673
135	Compensation Insurance	-	18	49
136	Unemployment Insurance	17	58	-
137	Staff Training and Conference	3,291	3,503	4,095
	Subtotal	*52,932*	*209,063*	*202,182*
Operating and Maintenance				
210	Supplies	67	603	203
216	Reference Books and Materials	24	31	45
218	NonCapital Equip and Furniture	-	7,155	600
240	Repair and Maintenance	8,206	14,693	-
246	Liability Insurance	-	122	332
250	Prof and Contracted Services	274	12,322	17,790
253	Software	-	-	26,145
264	Printing Copying and Binding	-	94	94
	Subtotal	*8,570*	*35,020*	*45,209*
Capital Outlay				
440	Machinery and Equipment	2,502	-	-
	Subtotal	*2,502*	-	-
	SERVICE TOTAL	**$ 64,004**	**$ 244,083**	**$ 247,391**

Utilities and Public Works

Overview

	2023 Actual	2024 Budget	2025 Budget
Personal Services	4,039,877	4,765,200	5,341,167
Operating and Maintenance	7,182,647	8,149,639	7,577,511
Non-Operating	612,174	327,504	576,729
Capital	227,805	269,541	657,991
TOTAL	**$ 12,062,503**	**$ 13,511,884**	**$ 14,153,398**

Utilities and Public Works Administration

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.

Goals:

- Responsible Stewardship of our Resources
- Job growth and economic vitality through innovation and collaboration
- Livable centers, corridors and neighborhoods
- Housing, services, amenities and opportunities for all
- A safe, healthy and adaptable community
- A complete, balanced and connected transportation system

Construction Inspection

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.

Survey and Engineering Support

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.

Transportation Engineering

This service provides management, administration, and supervision of the Transportation Engineering and Construction Inspection Division. 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 the Denver Regional Council of Governments (DRCOG), the Regional Transportation District (RTD) and the Colorado Department of Transportation (CDOT).

Street Rehabilitation

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.

Transportation System Management

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.

Traffic Signals

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.

Snow and Ice Removal

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 145 miles of streets within the 354 miles of the City's street system. In certain extreme conditions, all streets in the city receive plowing.

Street and Alley Maintenance

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.

Street Cleaning

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.

Street Improvements

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.

Street Signing and Marking

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.

Concrete Repair

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.

Budgeted Positions - Utilities and Public Works Administration

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Assistant City Manager Utilities and Public Works	0.000	0.142	0.142
Director of Engineering Services	0.400	0.400	0.400
Administrative Assistant	0.000	0.040	0.000
Total	**0.400**	**0.582**	**0.542**

Budget Detail - Utilities and Public Works Administration

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	144,493	165,732	195,040
112	Temporary Wages	8,204	16,777	16,777
121	Overtime Wages	-	250	-
126	RHS Plan	624	233	217
128	FICA	503	1,040	1,040
129	Medicare Contribution	1,945	1,883	1,916
131	MOPC	7,173	5,658	5,770
132	Employee Insurance	13,437	15,900	16,734
133	GERP Retirement	12,921	10,638	10,848
135	Compensation Insurance	114	1	57
136	Unemployment Insurance	45	44	-
137	Staff Training and Conference	-	200	200
142	Food Allowance	-	125	125
	Subtotal	*189,459*	*218,481*	*248,724*
Operating and Maintenance				
210	Supplies	-	500	500
217	Dues and Subscriptions	-	300	300
218	NonCapital Equip and Furniture	-	450	450
245	Mileage Allowance	-	580	580
246	Liability Insurance	728	-	631
250	Prof and Contracted Services	6,922	4,000	4,000
261	Telephone Charges	69	-	-
273	Fleet Lease Operating and Mtc	3,615	1,959	2,748
274	Fleet Lease Replacement	3,165	3,166	3,166
	Subtotal	*14,499*	*10,955*	*12,375*
Non-Operating Expense				
928	Interest Notes and Contracts	18,028	-	-
	Subtotal	*18,028*	-	-
	SERVICE TOTAL	**$ 221,986**	**$ 229,436**	**$ 261,099**

Budgeted Positions - Construction Inspection

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Construction Inspection Supervisor	0.500	0.500	0.500
Sr Construction Inspector	2.000	2.000	2.000
Construction Inspector	1.500	1.850	2.350
Total	**4.000**	**4.350**	**4.850**

Budget Detail - Construction Inspection

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	336,556	371,998	438,933
112	Temporary Wages	-	102	6,000
121	Overtime Wages	30,227	30,000	30,000
126	RHS Plan	6,007	1,740	1,940
128	FICA	-	6	372
129	Medicare Contribution	4,623	5,394	6,453
131	MOPC	16,719	18,599	21,947
132	Employee Insurance	47,738	51,549	63,385
133	GERP Retirement	32,344	34,970	41,260
135	Compensation Insurance	9,255	12,090	11,825
136	Unemployment Insurance	117	142	-
137	Staff Training and Conference	1,410	1,500	2,500
141	Uniforms Protective Clothing	378	750	750
142	Food Allowance	216	500	1,000
	Subtotal	*485,591*	*529,340*	*626,365*
Operating and Maintenance				
210	Supplies	1,736	4,500	5,138
216	Reference Books and Materials	-	50	50
217	Dues and Subscriptions	250	500	500
218	NonCapital Equip and Furniture	240	5,750	7,462
240	Repair and Maintenance	-	300	300
246	Liability Insurance	4,785	5,191	6,428
247	Safety Expenses	512	750	750
249	Operating Leases and Rentals	812	1,500	1,500
252	Ads and Legal Notices	310	-	-
253	Software	-	-	200
260	Utilities	181	-	250
261	Telephone Charges	4,039	3,630	3,876
264	Printing Copying and Binding	190	350	350
273	Fleet Lease Operating and Mtc	21,494	29,210	45,316
274	Fleet Lease Replacement	29,722	30,810	24,562
	Subtotal	*64,271*	*82,541*	*96,682*
Capital Outlay				
432	Vehicles	-	-	21,000
	Subtotal	-	-	*21,000*
	SERVICE TOTAL	**$ 549,862**	**$ 611,881**	**$ 744,047**

Budgeted Positions - Survey and Engineering Support

Budgeted Positions:	2023 Budget	2024 Budget	2025 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	0.250
Total	**1.000**	**1.000**	**0.750**

Budget Detail - Survey and Engineering Support

Personal Services			**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages		74,205	95,801	77,889
121	Overtime Wages		-	500	375
126	RHS Plan		587	400	300
129	Medicare Contribution		935	1,389	1,130
131	MOPC		3,691	4,782	3,894
132	Employee Insurance		9,916	13,253	11,207
133	GERP Retirement		7,769	8,992	7,320
135	Compensation Insurance		-	30	30
136	Unemployment Insurance		28	37	-
137	Staff Training and Conference		-	1,800	1,800
141	Uniforms Protective Clothing		-	90	90
	Subtotal		*97,132*	*127,074*	*104,035*
Operating and Maintenance					
210	Supplies		56	900	1,020
216	Reference Books and Materials		-	25	25
217	Dues and Subscriptions		352	150	30
218	NonCapital Equip and Furniture		212	540	540
240	Repair and Maintenance		1,040	8,160	2,250
246	Liability Insurance		-	198	203
247	Safety Expenses		-	150	150
250	Prof and Contracted Services		56	10,530	10,530
253	Software		-	-	6,900
261	Telephone Charges		-	180	225
264	Printing Copying and Binding		-	70	60
273	Fleet Lease Operating and Mtc		-	2,508	3,980
274	Fleet Lease Replacement		-	4,526	3,031
	Subtotal		*1,717*	*27,937*	*28,944*
	SERVICE TOTAL	**$**	**98,849**	**$ 155,011**	**$ 132,979**

Budgeted Positions - Transportation Engineering

Budgeted Positions:	2023 Budget	2024 Budget	2025 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	2.000	3.000
Total	**4.000**	**5.000**	**6.000**

Budget Detail - Transportation Engineering

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	423,711	567,270	630,115
112	Temporary Wages	12,357	49,615	36,000
121	Overtime Wages	-	800	800
123	Leave Expense	-	13,899	13,899
126	RHS Plan	2,243	2,000	2,400
128	FICA	766	3,076	2,232
129	Medicare Contribution	5,458	8,945	9,660
131	MOPC	21,178	28,363	31,506
132	Employee Insurance	57,042	79,031	91,367
133	GERP Retirement	48,082	53,323	59,232
135	Compensation Insurance	166	8,447	2,969
136	Unemployment Insurance	175	216	-
137	Staff Training and Conference	9,126	11,000	12,000
141	Uniforms Protective Clothing	-	125	125
142	Food Allowance	-	2,300	3,000
	Subtotal	*580,304*	*828,410*	*895,305*
Operating and Maintenance				
210	Supplies	8,333	14,400	10,450
216	Reference Books and Materials	650	100	100
217	Dues and Subscriptions	1,268	3,275	3,350
218	NonCapital Equip and Fur-	5,020	27,110	27,110
240	Repair and Maintenance	13,149	18,500	32,000
245	Mileage Allowance	812	100	100
246	Liability Insurance	6,882	10,681	7,834
247	Safety Expenses	172	1,625	1,625
250	Prof and Contracted Services	98,816	490,000	355,000
252	Ads and Legal Notices	239	2,000	2,000
253	Software	-	-	21,000
260	Utilities	-	500	500
261	Telephone Charges	5,153	4,388	4,388
263	Postage	2,901	4,500	7,020
264	Printing Copying and Binding	63	1,200	1,200
273	Fleet Lease Operating and	5,827	9,809	5,509
274	Fleet Lease Replacement	14,653	33,489	12,185
	Subtotal	*163,938*	*621,677*	*491,371*
Capital Outlay				
432	Vehicles	-	-	38,500
	Subtotal	-	-	*38,500*
	SERVICE TOTAL	**$ 744,242**	**$ 1,450,087**	**$ 1,425,176**

Budgeted Positions - Street Rehabilitation

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Sr Civil Engineer	1.500	1.500	1.500
Total	**1.500**	**1.500**	**1.500**

Budget Detail - Street Rehabilitation

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	195,561	208,331	222,795
126	RHS Plan	1,723	600	600
129	Medicare Contribution	2,404	3,021	3,231
131	MOPC	9,749	10,296	11,140
132	Employee Insurance	27,789	28,536	32,305
133	GERP Retirement	17,565	19,358	20,943
135	Compensation Insurance	3,079	-	-
136	Unemployment Insurance	61	78	-
	Subtotal	*257,931*	*270,220*	*291,014*
Operating and Maintenance				
210	Supplies	48	1,100	1,100
217	Dues and Subscriptions	250	700	700
246	Liability Insurance	6,666	-	439
247	Safety Expenses	-	100	100
	Subtotal	*6,964*	*1,900*	*2,339*
Capital Outlay				
432	Vehicles	-	-	31,400
	Subtotal	*-*	*-*	*31,400*
	SERVICE TOTAL	**$ 264,895**	**$ 272,120**	**$ 324,753**

Budgeted Positions - Transportation System Management

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Sr Civil Engineer	0.500	0.500	0.500
Total	**0.500**	**0.500**	**0.500**

Budget Detail - Transportation System Management

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	64,221	68,644	74,265
112	Temporary Wages	120,714	232,956	150,822
126	RHS Plan	200	200	200
128	FICA	7,484	14,443	9,351
129	Medicare Contribution	2,544	4,373	3,264
131	MOPC	3,211	3,432	3,713
132	Employee Insurance	7,690	9,512	10,768
133	GERP Retirement	5,785	6,453	6,981
135	Compensation Insurance	8,390	8,437	10,543
136	Unemployment Insurance	20	26	-
	Subtotal	*220,260*	*348,476*	*269,907*
Operating and Maintenance				
210	Supplies	13,421	20,850	22,850
217	Dues and Subscriptions	10,233	15,000	16,500
246	Liability Insurance	427	413	636
247	Safety Expenses	-	500	500
250	Prof and Contracted Services	832,210	1,270,760	603,700
252	Ads and Legal Notices	-	50	50
264	Printing Copying and Binding	-	5,000	5,000
269	Other Services and Charges	21,373	50,000	50,000
	Subtotal	*877,664*	*1,362,573*	*699,236*
	SERVICE TOTAL	**$ 1,097,924**	**$ 1,711,049**	**$ 969,143**

Budgeted Positions - Traffic Signals

Budgeted Positions:	2023 Budget	2024 Budget	2025 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**

Budget Detail - Traffic Signals

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	137,942	223,794	231,877
121	Overtime Wages	53,084	35,000	45,000
126	RHS Plan	1,502	1,200	1,200
129	Medicare Contribution	2,509	3,245	3,362
131	MOPC	6,897	11,190	11,593
132	Employee Insurance	19,021	31,011	33,622
133	GERP Retirement	19,247	21,037	21,795
135	Compensation Insurance	4,067	681	4,578
136	Unemployment Insurance	71	85	-
141	Uniforms Protective Clothing	377	830	830
142	Food Allowance	-	300	300
	Subtotal	*244,718*	*328,373*	*354,157*
Operating and Maintenance				
210	Supplies	758	3,500	3,250
217	Dues and Subscriptions	4,086	2,300	4,300
218	NonCapital Equip and Fur-	96,741	2,500	4,500
240	Repair and Maintenance	614,306	135,500	165,500
246	Liability Insurance	6,028	30,759	29,494
247	Safety Expenses	-	1,600	1,600
250	Prof and Contracted Services	384,374	595,000	650,000
253	Software	-	-	250
260	Utilities	30,125	72,080	73,080
261	Telephone Charges	436	3,220	2,220
263	Postage	322	1,500	1,500
273	Fleet Lease Operating and	15,120	11,214	42,348
274	Fleet Lease Replacement	29,926	29,925	37,461
	Subtotal	*1,182,221*	*889,098*	*1,015,503*
Capital Outlay				
432	Vehicles	-	-	8,200
440	Machinery and Equipment	141,928	269,000	369,000
	Subtotal	*141,928*	*269,000*	*377,200*
	SERVICE TOTAL	**$ 1,568,866**	**$ 1,486,471**	**$ 1,746,860**

Budgeted Positions - Snow and Ice Removal

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Utility and Streets Maintenance Supervisor	0.250	0.250	0.250
Public Works Technician I	2.200	2.200	2.200
Total	**2.450**	**2.450**	**2.450**

Budget Detail - Snow and Ice Removal

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	163,935	165,804	169,084
112	Temporary Wages	19,010	12,470	12,470
121	Overtime Wages	70,483	55,240	55,240
126	RHS Plan	799	980	980
128	FICA	1,232	773	773
129	Medicare Contribution	3,285	2,586	2,633
131	MOPC	8,234	8,259	8,455
132	Employee Insurance	23,683	22,892	24,430
133	GERP Retirement	14,834	15,529	15,893
135	Compensation Insurance	3,810	4,547	4,130
136	Unemployment Insurance	52	63	-
142	Food Allowance	-	500	500
	Subtotal	*309,357*	*289,643*	*294,588*
Operating and Maintenance				
210	Supplies	39,559	63,300	110,000
217	Dues and Subscriptions	-	12,000	12,000
222	Chemicals	629,341	510,000	510,000
240	Repair and Maintenance	3,312	54,000	74,000
242	Street Repair and Maintenance	-	3,343	3,343
246	Liability Insurance	32,872	33,088	27,072
249	Operating Leases and Rentals	-	1,000	1,000
250	Prof and Contracted Services	42,622	139,000	139,000
253	Software	-	-	3,300
261	Telephone Charges	305	264	264
273	Fleet Lease Operating and Mtc	42,923	63,350	87,900
274	Fleet Lease Replacement	114,294	123,818	124,387
	Subtotal	*905,228*	*1,003,163*	*1,092,266*
Capital Outlay				
432	Vehicles	72,492	-	-
	Subtotal	*72,492*	-	-
	SERVICE TOTAL	**$ 1,287,078**	**$ 1,292,806**	**$ 1,386,854**

Budgeted Positions - Street and Alley Maintenance

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Utility and Streets Maintenance Supervisor	1.000	0.500	0.500
Transportation System Maintenance Manager	0.900	0.900	0.900
System Operations Supervisor	0.200	0.000	0.300
Waste Services Technician II	1.000	0.000	0.000
Public Works Technician III	1.000	1.000	1.000
Public Works Technician II	1.000	2.000	4.400
Public Works Technician I	5.720	2.020	2.520
Total	**10.820**	**6.420**	**9.620**

Budget Detail - Street and Alley Maintenance

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	468,796	510,325	753,374
112	Temporary Wages	2,266	36,419	36,419
121	Overtime Wages	37,252	48,000	48,000
124	Skill Based Overtime Pay	-	2,500	2,500
126	RHS Plan	4,949	2,568	3,848
128	FICA	1,870	2,258	2,258
129	Medicare Contribution	8,723	7,929	11,454
131	MOPC	30,779	25,516	37,670
132	Employee Insurance	96,784	70,716	109,239
133	GERP Retirement	58,789	47,971	70,819
135	Compensation Insurance	21,210	20,337	22,460
136	Unemployment Insurance	213	193	-
137	Staff Training and Conference	14,747	15,566	20,566
141	Uniforms Protective Clothing	12,099	8,000	12,000
142	Food Allowance	1,107	800	800
	Subtotal	*759,582*	*799,098*	*1,131,407*
Operating and Maintenance				
210	Supplies	40,787	38,950	34,950
216	Reference Books and Materials	-	250	250
217	Dues and Subscriptions	1,315	250	250
218	NonCapital Equip and Furniture	8,137	21,000	21,000
240	Repair and Maintenance	331,693	335,000	293,500
242	Street Repair and Maintenance	-	30,087	30,087
245	Mileage Allowance	-	200	200
246	Liability Insurance	77,970	99,718	94,281
247	Safety Expenses	7,655	9,500	9,500
249	Operating Leases and Rentals	1,297	20,000	20,000
250	Prof and Contracted Services	350,494	251,500	268,500
252	Ads and Legal Notices	-	500	500
253	Software	-	-	3,000
260	Utilities	32,480	48,200	48,200
261	Telephone Charges	6,358	6,500	6,500
263	Postage	2,430	2,000	5,224
264	Printing Copying and Binding	1,458	750	750
269	Other Services and Charges	-	3,000	3,000
273	Fleet Lease Operating and Mtc	204,138	278,599	438,304
274	Fleet Lease Replacement	357,966	438,589	378,421
	Subtotal	*1,424,178*	*1,584,593*	*1,656,417*
Capital Outlay				
432	Vehicles	13,385	-	26,850
440	Machinery and Equipment	-	541	126,541
	Subtotal	*13,385*	*541*	*153,391*
	SERVICE TOTAL	**$ 2,197,145**	**$ 2,384,232**	**$ 2,941,215**

Budgeted Positions - Street Cleaning

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
System Operations Supervisor	0.200	0.200	0.200
Public Works Technician I	0.500	0.500	0.500
Total	**0.700**	**0.700**	**0.700**

Budget Detail - Street Cleaning

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	45,004	52,910	56,604
121	Overtime Wages	1,362	2,000	2,000
126	RHS Plan	461	280	280
129	Medicare Contribution	591	768	821
131	MOPC	2,242	2,645	2,830
132	Employee Insurance	5,306	7,331	8,208
133	GERP Retirement	4,551	4,974	5,321
135	Compensation Insurance	1,347	1,201	1,155
136	Unemployment Insurance	16	20	-
141	Uniforms Protective Clothing	-	1,272	1,272
	Subtotal	*60,881*	*73,401*	*78,491*
Operating and Maintenance				
210	Supplies	68	3,000	3,000
216	Reference Books and Materials	-	50	50
218	NonCapital Equip and Furniture	-	3,000	3,000
240	Repair and Maintenance	18,552	32,000	32,000
246	Liability Insurance	8,165	7,003	8,903
247	Safety Expenses	-	1,000	1,000
249	Operating Leases and Rentals	-	400	400
250	Prof and Contracted Services	253,387	170,000	170,000
252	Ads and Legal Notices	-	1,000	1,000
260	Utilities	10,827	12,500	12,500
261	Telephone Charges	177	1,800	1,800
263	Postage	1	-	-
269	Other Services and Charges	-	250	250
273	Fleet Lease Operating and Mtc	144,364	93,608	105,978
274	Fleet Lease Replacement	117,689	116,639	62,195
	Subtotal	*553,229*	*442,250*	*402,076*
Capital Outlay				
432	Vehicles	-	-	33,200
	Subtotal	-	-	*33,200*
	SERVICE TOTAL	**$ 614,110**	**$ 515,651**	**$ 513,767**

Budgeted Positions - Street Improvements

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Director of Engineering Services	0.400	0.000	0.000
Engineering Administrator	0.950	0.750	0.750
Sr Civil Engineer	1.300	1.200	1.200
Civil Engineer II	2.550	2.550	2.550
Construction Inspector	0.350	0.000	0.000
Project Manager II	0.250	0.250	0.450
Total	**5.800**	**4.750**	**4.950**

Budget Detail - Street Improvements

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	550,267	634,836	697,070
121	Overtime Pay	45	-	-
126	RHS Plan	2,789	1,900	1,980
129	Medicare Contribution	6,879	9,205	10,108
131	MOPC	27,357	31,744	34,854
132	Employee Insurance	62,041	87,972	101,077
133	GERP Retirement	55,498	59,675	65,523
135	Compensation Insurance	11,220	3,703	11,229
136	Unemployment Insurance	202	242	-
137	Staff Training and Conference	1,023	3,100	3,000
142	Food Allowace	-	200	200
	Subtotal	*717,321*	*832,577*	*925,041*
Operating and Maintenance				
210	Supplies	56	1,800	1,000
217	Dues and Subscriptions	139	200	400
218	NonCapital Equip and Furniture	2,308	2,000	2,000
240	Repair and Maintenance	2,466	750	500
246	Liability Insurance	1,432	8,214	8,567
250	Prof and Contracted Services	-	1,500	1,000
252	Ads and Legal Notices	322	300	300
253	Software	-	-	2,550
261	Telephone Charges	479	1,000	1,000
263	Postage	1	-	-
270	Administrative Mgmt Services	1,090,760	1,146,329	1,120,931
	Subtotal	*1,097,961*	*1,162,093*	*1,138,248*
Non-Operating Expense				
910	ROW Maintenance	270,168	282,423	576,729
970	Transfers to Other Funds	323,978	45,081	-
	Subtotal	*594,146*	*327,504*	*576,729*
	SERVICE TOTAL	**$ 2,409,428**	**$ 2,322,174**	**$ 2,640,018**

Budgeted Positions - Street Signing and Marking

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Utility and Streets Maintenance Supervisor	0.25	0.250	0.250
Public Works Technician I	0.50	0.500	0.500
Total	**0.750**	**0.750**	**0.750**

Budget Detail - Street Signing and Marking

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	55,592	57,210	58,344
121	Overtime Wages	2,372	750	750
126	RHS Plan	300	300	300
129	Medicare Contribution	710	830	846
131	MOPC	2,780	2,860	2,918
132	Employee Insurance	8,201	7,927	8,460
133	GERP Retirement	5,008	5,378	5,484
135	Compensation Insurance	1,449	1,705	1,025
136	Unemployment Insurance	18	22	-
	Subtotal	*76,430*	*76,982*	*78,127*
Operating and Maintenance				
210	Supplies	36,781	60,000	60,000
218	NonCapital Equip and Furniture	-	5,500	5,500
240	Repair and Maintenance	2,473	7,000	7,000
246	Liability Insurance	14,216	7,606	5,856
249	Operating Leases and Rentals	-	250	250
250	Prof and Contracted Services	462,992	620,000	620,000
261	Telephone Charges	218	-	-
273	Fleet Lease Operating and Mtc	17,311	22,575	9,859
274	Fleet Lease Replacement	24,651	22,570	22,570
	Subtotal	*558,642*	*745,501*	*731,035*
Capital Outlay				
432	Vehicles	-	-	3,300
	Subtotal	-	-	*3,300*
	SERVICE TOTAL	**$ 635,071**	**$ 822,483**	**$ 812,462**

Budgeted Positions - Concrete Repair

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Public Works Technician I	0.500	0.500	0.500
Total	**0.500**	**0.500**	**0.500**

Budget Detail - Concrete Repair

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	30,464	31,763	32,394
121	Overtime Wages	370	1,000	1,000
126	RHS Plan	200	200	200
129	Medicare Contribution	353	461	470
131	MOPC	1,523	1,588	1,620
132	Employee Insurance	4,553	4,401	4,697
133	GERP Retirement	2,744	2,986	3,045
135	Compensation Insurance	693	714	580
136	Unemployment Insurance	10	12	-
	Subtotal	*40,911*	*43,125*	*44,006*
Operating and Maintenance				
210	Supplies	-	2,500	2,500
218	NonCapital Equip and Furniture	-	4,000	4,000
240	Repair and Maintenance	-	31,500	31,500
246	Liability Insurance	7,407	3,771	2,570
247	Safety Expenses	-	500	500
249	Operating Leases and Rentals	-	500	500
250	Prof and Contracted Services	177,846	60,000	60,000
273	Fleet Lease Operating and Mtc	48,149	31,011	44,422
274	Fleet Lease Replacement	98,734	81,576	65,027
	Subtotal	*332,136*	*215,358*	*211,019*
	SERVICE TOTAL	**$ 373,047**	**$ 258,483**	**$ 255,025**

Water and Wastewater Operations

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.

Budgeted Positions - Water and Wastewater Operations

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Engineering Administrator	0.250	0.000	0.000
System Operations Supervisor	0.300	0.300	0.000
Public Works Technician II	1.900	1.900	0.000
Total	**2.450**	**2.200**	**0.000**

Budget Detail - Water and Wastewater Operations

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	151,685	162,298	-
112	Temporary Wages	27,060	-	-
126	RHS Plan	-	880	-
129	Medicare Contribution	-	2,354	-
131	MOPC	-	8,115	-
132	Employee Insurance	-	22,489	-
133	GERP Retirement	-	15,256	-
136	Unemployment Insurance	-	62	-
	Subtotal	*178,745*	*211,454*	-
	SERVICE TOTAL	**$ 178,745**	**$ 211,454**	**$ -**

SANITATION FUND

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.

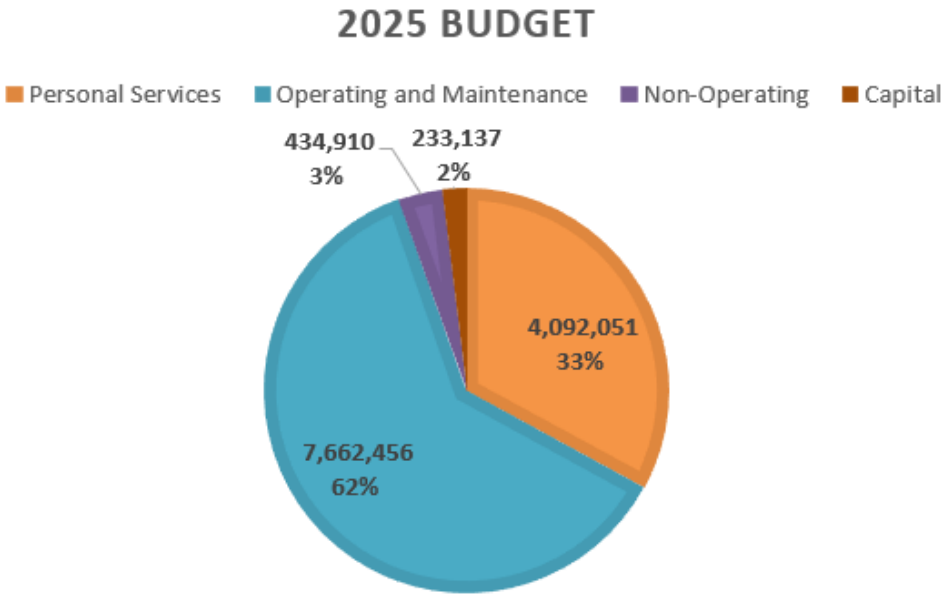
External Services

Shared Services

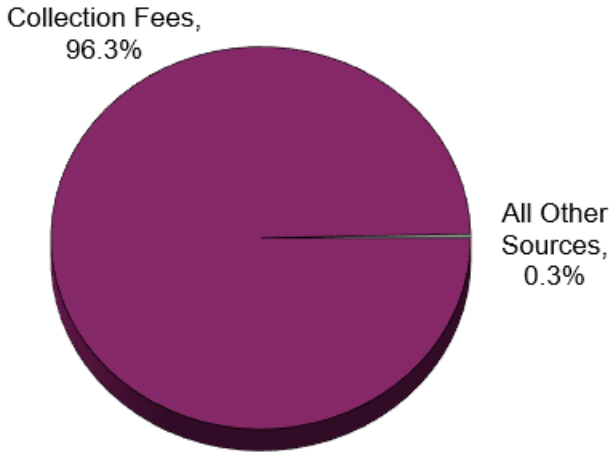
Utilities and Public Works

37.507

FTE



Sanitation Fund Sources



- Approximately 96.3% of revenues in the Sanitation Fund for 2025 will come from sales to the City's sold waste customers.

- The 2025 Budget will require a contribution from fund balance of $2,642,978.

Estimating Major Sources of Funds

Sales Revenue: The Public works and Natural Resources department estimates charges for solid waste services based on the estimated number of customers and the estimated monthly bill in each customer class.

	2023 Actual	2024 Budget	2025 Budget
SOURCES OF FUNDS			
Alternative Fuel Tax Credits	47,268	-	-
Solid Waste Collection Fees	4,950,487	5,198,800	5,204,300
Solid Waste Collection Fees (reduced volume)	2,249,220	2,043,200	2,047,500
Special Trash Collection Fees	72,165	60,000	60,000
Waste Management Fees	1,447,304	1,458,600	1,478,600
Compost Collection	611,281	604,300	605,000
Single Stream Commodity	-	- -	
Metal Management Revenue	7,959	5,000	5,000
Tree Limb Diversion Fee	77,959	22,000	22,000
Polycart Escrow	22,890	4,500	4,500
Intergovernmental Revenue	-	- -	
Other Revenue	523,803	2,000	4,300
Other Transfers	-	-	330,000
Interest Income	504,396	26,809	18,376
Contribution from/(to) Fund Balance	(50,676)	2,954,658	2,642,978
TOTAL FUNDS NEEDED TO MEET EXPENSES	**$ 10,464,056**	**$ 12,379,867**	**$ 12,422,554**

Sanitation Fund

	2023 Actuals	2024 Budget	2025 Budget
Beginning Working Capital	9,142,658	9,306,038	4,562,260
Committed Working Capital		1,309,607	
Sources of Funds			
Taxes	47,268	-	-
Charges for Services	9,617,022	9,397,400	9,430,200
Interest Earnings	320,460	26,809	18,376
Interfund Transfers	-	-	330,000
Miscellaneous	529,981	1,000	1,000
Total Sources of Funds	**10,514,731**	**9,425,209**	**9,779,576**
Expenses by Category			
Personal Services	3,499,389	3,925,377	4,092,051
Operating and Maintenance	6,508,745	7,566,088	7,662,456
Non-Operating	213,584	361,492	434,910
Capital	129,633	1,006,423	233,137
Total Expenses by Category	**10,351,352**	**12,859,380**	**12,422,554**
Contribution to/(from) Fund Balance	163,380	(3,434,171)	(2,642,978)
Ending Working Capital	9,306,038	4,562,260	1,919,282

Sanitation Fund

Capital Improvement Program

2025-2029 Capital Improvement Program

Capital projects are listed below. Detailed descriptions of each project are included in the 2025-2029 Capital Improvement Program.

SANITATION FUND PROJECTS		2025 Budget
PBF082 Municipal Buildings HVAC Replacement	$	7,841
PBF163 Municipal Buildings Keyless Entry		30,539
PRO200 Public Education and Interpretive Signage		19,000
TOTAL	**$**	**57,380**

External Services Department

Overview

	2023 Actual	2024 Budget	2025 Budget
Personal Services	305,914	345,864	388,121
Operating and Maintenance	12,917	24,740	33,144
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	**$ 318,831**	**$ 370,604**	**$ 421,265**

Parks and Natural Resources

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.

Code Enforcement

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. This service also 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. 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.

Budgeted Positions - Parks and Natural Resources

Budgeted Positions:	2023 Budget	2024 Budget	2025 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	1.000	1.000	0.000
Total	**3.950**	**3.950**	**2.950**

Budget Detail - Parks and Natural Resources

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	214,894	265,419	231,027
121	Overtime Wages	4,379	-	-
123	Leave Expense	25,684	-	-
126	RHS Plan	1,140	1,580	1,180
129	Medicare Contribution	3,120	3,850	3,351
131	MOPC	11,790	13,241	11,550
132	Employee Insurance	22,838	36,696	33,151
133	GERP Retirement	21,927	24,893	21,716
135	Compensation Insurance	61	84	83
136	Unemployment Insurance	80	101	-
	Subtotal	*305,914*	*345,864*	*302,058*
Operating and Maintenance				
210	Supplies	314	3,039	3,039
222	Chemicals	75	2,675	2,675
240	Repair and Maintenance	65	-	-
246	Liability Insurance	539	785	689
250	Prof and Contracted Services	295	10,813	19,563
261	Telephone Charges	1,626	-	-
273	Fleet Lease Operating and Mtc	1,800	2,885	2,923
274	Fleet Lease Replacement	8,203	4,543	4,255
	Subtotal	*12,917*	*24,740*	*33,144*
	SERVICE TOTAL	**$ 318,831**	**$ 370,604**	**$ 335,202**

Budgeted Positions - Code Enforcement

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Grounds Maintenance Technician II	0.000	0.000	1.000
Total	**0.000**	**0.000**	**1.000**

Budget Detail - Code Enforcement

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	-	-	65,718
126	RHS Plan	-	-	400
129	Medicare Contribution	-	-	953
131	MOPC	-	-	3,286
132	Employee Insurance	-	-	9,529
133	GERP Retirement	-	-	6,177
	Subtotal	-	-	*86,063*
	SERVICE TOTAL	**$ -**	**$ -**	**$ 86,063**

Shared Services Department

Overview

	2023 Actual	2024 Budget	2025 Budget
Personal Services	516,470	690,900	724,835
Operating and Maintenance	195,187	373,340	406,522
Non-Operating	2,489	356,819	434,910
Capital	1,072	-	-
TOTAL	**$ 715,218**	**$ 1,421,059**	**$ 1,566,267**

Communications

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.

Goals:

- Responsible internal operations and governance

Community and Neighborhood Resources and Equity

This service includes Neighborhood Resources, Community Relations & Mediation Services, Social Equity Community Engagement, and Longmont Multicultural Action Program.

- Neighborhood Resources Services works with neighbors and neighborhoods to create sustainable and resilient neighborhoods by fostering 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 coordinates the Neighborhood Group Leaders Association and administers funding for the Neighborhood Improvement, Neighborhood Activities and Discover Neighbors grant programs.

Community and Neighborhood Resources and Equity (continued)

- Community Relations Services- provides mediation, facilitation, and problem-solving services to assist in resolving conflict and disputes involving landlords and tenants, neighbors to neighbor issues, neighborhood or community wide issues, HOA concerns, youth violence, racial and cross-cultural issues. Facilitation for nonprofit agencies, community groups, and the City of Longmont as appropriate. Provides information and referral services for resources, system navigation, civil rights, wage theft, fair housing, schools, and police.
- Social Equity provides services in two areas internal coordinates the City's equity team, sub-teams, and organizational equity training. Provides consultation and strategic equity development for various divisions, staff, and leadership. Embedding equity across the organization, fostering equitable and accessible services, programs, and engagement for all in our community.
- Manages the Longmont Multicultural Action Program (LMAC) a City Council–initiated effort that inspires Longmont residents to take individual and collective action to promote cultural understanding, inclusion, and involvement. LMAC was created specifically to address diversity-related issues in Longmont, with the goal of maintaining a welcoming community where *everyone belongs*.
- Focused on three main topic areas— *Explore, Learn, Lead*—LMAC creates engaging opportunities for residents to learn about and celebrate the many different cultures represented in our community. LMAC's important work helps cultivate stronger connections that bridge relationships between community members from diverse cultures.
- Community Engagement provides services to educate, integrate, and provide guidance on the City's community engagement model across the organization. Guidance for departments to plan out community engagement and communications for various projects which may include facilitating at community meetings. Facilitate skill development regarding community engagement that is equitable, accessible, and meaningful. Provide guidance on communication techniques to enhance equitable and authentic communication with diverse neighborhoods and diverse communities within Longmont.

Goals:

- A safe, healthy and adaptable community
- Housing, services, amenities and opportunities for all
- Livable centers, corridors and neighborhoods

Enterprise Technology Services Applications

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.

Strategic Integration Executive Director

Strategic Integration Administration is responsible for developing departmental policies and procedures and assuring effective delivery of the services provided by the department, including the development of adequate rates, preparation and monitoring of the annual budget, and effective supervision of personnel. This budget service also includes the Project Management Office. New in 2024, the Project Management Office (PMO) provides support for formal and informal project managers throughout the organization. This is accomplished through establishing project management standards, publishing internal project dashboards, and providing templates for use throughout the organization.

Strategic Integration Executive Director (continued)

Goals:

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

Sustainability

This service provides internal support to the organization to integrate sustainable practices to achieve sustainability goals. This service also runs residential and business-oriented sustainability programs and supports overall community education and engagement around sustainability topics. Progress on sustainability, climate, and related actions and indicators can be found at indicators.longmontcolorado.gov.

Business Enablement/Rates and Finance

The Business Enablement division provides business support in the areas of rates & finance, technology, and customer service/administrative support to the Electric, Water & Waste, Public Works, and NextLight departments.

Business Enablement/Customer Service and Administration

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.

Business Enablement/Technical Services

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.

Data and Analytics

Data & Analytics offers data quality, management, analysis, and dashboard development services to City departments. The team supports all aspects of data work, from data governance discussions on policy and best practice development, through to process analysis and improvements, and data ecosystem planning. Current goals include design, implementation, and initial use cases of a new enterprise data lake to serve advanced analytics needs.

Geospatial Data and Analysis

This service provides GIS/mapping and related support services. This includes maintaining and updating GIS and maps, surveying services, and technical support for development and capital improvement programs for all City services.

Budgeted Positions - Communications

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Assistant Communications and Engagement Director	0.050	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	**0.535**	**0.535**	**0.535**

Budget Detail - Communications

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	41,647	47,417	48,354
123	Leave Expense	1,638	-	-
126	RHS Plan	100	214	214
129	Medicare Contribution	524	686	701
131	MOPC	2,071	2,372	2,417
132	Employee Insurance	4,816	6,570	7,011
133	GERP Retirement	4,000	4,457	4,545
135	Compensation Insurance	-	15	15
136	Unemployment Insurance	15	17	-
137	Staff Training and Conference	253	1,000	1,500
	Subtotal	*55,064*	*62,748*	*64,757*
Operating and Maintenance				
210	Supplies	2,586	100	100
217	Dues and Subscriptions	270	740	740
246	Liability Insurance	-	102	100
250	Prof and Contracted Services	14,349	23,500	23,000
252	Ads and Legal Notices	9,512	20,420	20,420
261	Telephone Charges	185	-	-
263	Postage	19,424	15,000	15,000
264	Printing and Copying	12,384	15,000	15,000
	Subtotal	*58,709*	*74,862*	*74,360*
	SERVICE TOTAL	**$ 113,773**	**$ 137,610**	**$ 139,117**

Budgeted Positions - Community and Neighborhood Resources and Equity

Budgeted Positions:	2023 Budget	2024 Budget	2025 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**

Budget Detail - Community and Neighborhood Resources and Equity

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	14,515	15,464	17,974
123	Leave Expense	2,293	-	-
126	RHS Plan	130	64	64
129	Medicare Contribution	183	225	261
131	MOPC	726	764	898
132	Employee Insurance	1,525	2,116	2,258
133	GERP Retirement	1,331	1,436	1,690
135	Compensation Insurance	-	5	5
136	Unemployment Insurance	5	6	-
	Subtotal	*20,708*	*20,080*	*23,150*
Operating and Maintenance				
246	Liability Insurance	-	34	33
	Subtotal	*-*	*34*	*33*
	SERVICE TOTAL	**$ 20,708**	**$ 20,114**	**$ 23,183**

Budgeted Positions - Enterprise Technology Services Applications

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Technical Functional Analyst CRM and Special Projects	0.000	0.100	0.050
Total	**0.000**	**0.100**	**0.050**

Budget Detail - Enterprise Technology Services Applications

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	-	11,604	6,072
126	RHS Plan	-	40	20
129	Medicare Contribution	-	168	88
131	MOPC	-	580	304
132	Employee Insurance	-	1,683	880
133	GERP Retirement	-	1,091	571
135	Compensation Insurance	-	-	4
136	Unemployment Insurance	-	4	-
	Subtotal	*-*	*15,170*	*7,939*
Operating and Maintenance				
210	Supplies	-	67	-
218	NonCapital Equip and Furni-	-	200	-
246	Liability Insurance	-	-	24
253	Software	-	-	39
	Subtotal	*-*	*267*	*63*
	SERVICE TOTAL	**$ -**	**$ 15,437**	**$ 8,002**

Budgeted Positions - Strategic Integration Executive Director

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Executive Director of Strategic Integration	0.050	0.050	0.050
Project Management Office Manager	0.000	0.020	0.020
Project Management Office Administrative Analyst	0.000	0.020	0.020
Total	**0.050**	**0.090**	**0.090**

Budget Detail - Strategic Integration Executive Director

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	8,541	12,804	15,585
112	Temporary Wages	156	-	-
123	Leave Expense	1,980	-	-
126	RHS Plan	97	36	36
128	FICA	10	-	-
129	Medicare Contribution	106	185	225
131	MOPC	427	640	779
132	Employee Insurance	1,082	1,800	2,260
133	GERP Retirement	783	1,203	1,464
135	Compensation Insurance	-	3	4
136	Unemployment Insurance	3	5	-
137	Staff Training and Conference	-	356	300
142	Food Allowance	1	-	-
	Subtotal	*13,186*	*17,032*	*20,653*
Operating and Maintenance				
210	Supplies	404	50	-
217	Dues and Subscriptions	8	-	-
218	NonCapital Equip and Furniture	62	216	-
240	Repair and Maintenance	1,633	-	-
246	Liability Insurance	-	20	27
250	Prof and Contracted Services	69,584	94,329	106,200
253	Software	-	-	2,500
	Subtotal	*71,691*	*94,615*	*108,727*
Non-Operating Expense				
970	Transfers to Other Funds	2,489	2,489	-
	Subtotal	*2,489*	*2,489*	-
	SERVICE TOTAL	**$ 87,366**	**$ 114,136**	**$ 129,380**

Budgeted Positions - Strategic Integration Sustainability

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Sustainability Coordinator	0.000	1.000	1.000
Total	**0.000**	**1.000**	**1.000**

Budget Detail - Strategic Integration Sustainability

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	49,946	99,886	103,664
123	Leave Expense	2,819	-	-
126	RHS Plan	-	400	400
129	Medicare Contribution	641	1,448	1,503
131	MOPC	2,464	4,994	5,183
132	Employee Insurance	3,885	13,841	14,770
133	GERP Retirement	6,425	9,389	9,744
135	Compensation Insurance	-	-	31
136	Unemployment Insurance	24	38	-
	Subtotal	*66,205*	*129,996*	*135,295*
Operating and Maintenance				
246	Liability Insurance	-	-	211
	Subtotal	*-*	*-*	*211*
	SERVICE TOTAL	**$ 66,205**	**$ 129,996**	**$ 135,506**

Budgeted Positions - Strategic Integration Business Enablement/Rates and Finance

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
PWNR Assistant Director of Business Services	0.100	0.000	0.000
Director of Business Enablement	0.070	0.070	0.070
Utility and Rate Analysis Manager	0.000	0.100	0.100
Utility Rate Analyst	0.120	0.240	0.240
Financial Analyst	0.000	0.000	0.240
Grant Coordinator	0.150	0.150	0.150
Business Analyst	0.340	0.340	0.000
Total	**0.780**	**0.900**	**0.800**

Budget Detail - Strategic Integration Business Enablement/Rates and Finance

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	53,187	102,280	94,665
123	Leave Expense	9,432	-	-
126	RHS Plan	387	360	320
129	Medicare Contribution	648	1,482	1,372
131	MOPC	2,631	5,113	4,733
132	Employee Insurance	7,974	14,173	13,728
133	GERP Retirement	7,350	9,615	8,898
135	Compensation Insurance	-	28	32
136	Unemployment Insurance	27	37	-
137	Staff Training and Conference	1,961	450	450
142	Food Allowance	24	-	-
	Subtotal	*83,622*	*133,538*	*124,198*
Operating and Maintenance				
210	Supplies	296	54	54
218	NonCapital Equip and Furniture	699	95	95
240	Repair and Maintenance	10	-	-
245	Mileage Allowance	-	50	50
246	Liability Insurance	-	186	216
250	Prof and Contracted Services	4,967	12,858	-
253	Software	-	-	10,258
261	Telephone Charges	30	-	-
269	Other Services and Charges	1,937	57,466	60,000
290	Rebates	27,925	53,280	63,936
	Subtotal	*35,864*	*123,989*	*134,609*
Non-Operating Expense				
950	Bad Debt	-	73,000	73,000
970	Transfers to Other Funds	-	281,330	361,910
	Subtotal	-	*354,330*	*434,910*
	SERVICE TOTAL	**$ 119,485**	**$ 611,857**	**$ 693,717**

Budgeted Positions - Business Enablement/Customer Service and Administration

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Customer Service and Administration Manager	0.050	0.050	0.050
Administrative Supervisor	0.050	0.050	0.050
Administrative Analyst	0.050	0.100	0.100
Executive Assistant	0.080	0.080	0.080
Administrative Assistant	0.200	0.200	0.200
Sr Customer Service Representative	0.650	0.650	0.650
Customer Service Representative	1.300	1.300	1.300
Total	**2.380**	**2.430**	**2.430**

Budget Detail - Business Enablement/Customer Service and Administration

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	131,270	151,802	167,401
121	Overtime Wages	6,639	50	500
122	Longevity Compensation	21	120	123
123	Leave Expense	10,531	-	-
126	RHS Plan	993	972	972
129	Medicare Contribution	1,729	2,159	2,381
131	MOPC	6,520	7,444	8,368
132	Employee Insurance	13,808	20,629	22,795
133	GERP Retirement	12,359	13,994	15,737
135	Compensation Insurance	-	52	48
136	Unemployment Insurance	45	56	-
137	Staff Training and Conference	1,186	980	3,224
142	Food Allowance	360	200	200
	Subtotal	*185,464*	*198,458*	*221,749*
Operating and Maintenance				
210	Supplies	1,439	800	2,746
218	NonCapital Equip and Furniture	918	303	1,665
240	Repair and Maintenance	2,243	2,000	-
246	Liability Insurance	-	345	320
250	Prof and Contracted Services	1,069	2,557	9,672
253	Software	-	-	1,064
260	Utilities	367	-	500
261	Telephone Charges	26	27	65
	Subtotal	*6,063*	*6,032*	*16,032*
	SERVICE TOTAL	**$ 191,527**	**$ 204,490**	**$ 237,781**

Budgeted Positions - Business Enablement/Technical Services

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Technical Services Manager	0.030	0.030	0.030
Sr Programmer Analyst	0.030	0.030	0.030
Lead Technical Functional Analyst	0.031	0.031	0.031
Technical Functional Analyst	0.000	0.050	0.050
Application Support Analyst	0.030	0.030	0.030
Total	**0.121**	**0.171**	**0.171**

Budget Detail - Business Enablement/Technical Services

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	13,488	21,853	22,967
123	Leave Expense	2,776	-	-
126	RHS Plan	81	68	68
129	Medicare Contribution	167	316	333
131	MOPC	668	1,093	1,149
132	Employee Insurance	2,071	3,057	3,329
133	GERP Retirement	1,309	2,054	2,159
135	Compensation Insurance	244	5	7
136	Unemployment Insurance	5	9	-
137	Staff Training and Conference	160	550	1,550
	Subtotal	*20,969*	*29,005*	*31,562*
Operating and Maintenance				
210	Supplies	231	7,125	975
218	NonCapital Equip and Furniture	6,160	7,570	13,055
240	Repair and Maintenance	5,057	6,540	1,150
246	Liability Insurance	107	67	154
250	Prof and Contracted Services	7	20,792	30,500
253	Software	-	-	7,295
261	Telephone Charges	6,353	9,344	9,344
273	Fleet Lease Operating and Mtc	1,030	-	-
274	Fleet Lease Replacement	907	-	-
	Subtotal	*19,852*	*51,438*	*62,473*
	SERVICE TOTAL	**$ 40,821**	**$ 80,443**	**$ 94,035**

Budgeted Positions - Data and Analytics

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Data and Analytics Program Manager	0.100	0.100	0.100
Business Process Improvement Coordinator	0.100	0.100	0.100
Data and Innovation Analyst	0.050	0.050	0.050
Total	**0.250**	**0.250**	**0.250**

Budget Detail - Data and Analytics

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	24,501	29,382	33,700
112	Temporary Wages	443	-	-
123	Leave Expense	2,361	-	-
126	RHS Plan	40	100	100
128	FICA	27	-	-
129	Medicare Contribution	315	426	489
131	MOPC	1,220	1,466	1,685
132	Employee Insurance	2,391	4,063	4,451
133	GERP Retirement	2,419	2,756	3,168
135	Compensation Insurance	-	9	9
136	Unemployment Insurance	9	11	-
137	Staff Training and Conference	1,262	410	810
	Subtotal	*34,987*	*38,623*	*44,412*
Operating and Maintenance				
210	Supplies	714	-	-
218	NonCapital Equip and Furniture	60	-	-
240	Repair and Maintenance	511	205	-
246	Liability Insurance	-	62	62
250	Prof and Contracted Services	26	15,600	-
253	Software	-	-	902
	Subtotal	*1,310*	*15,867*	*964*
	SERVICE TOTAL	**$ 36,297**	**$ 54,490**	**$ 45,376**

Budgeted Positions - Geospatial Data and Analysis

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Geospatial Data and Analysis Program Manager	0.050	0.050	0.050
Sr GIS Mapping Technician	0.050	0.200	0.150
GIS Mapping Technician	0.050	0.000	0.000
Sr GIS Analyst	0.100	0.050	0.121
Lead GIS Analyst	0.050	0.000	0.000
GIS Coordinator	0.000	0.050	0.050
Technical Functional Analyst	0.050	0.000	0.000
Total	**0.350**	**0.350**	**0.371**

Budget Detail - Geospatial Data and Analysis

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	23,949	34,991	37,284
112	Temporary Wages	1,178	-	1,440
123	Leave Expense	3,611	-	-
126	RHS Plan	115	140	140
128	FICA	73	-	89
129	Medicare Contribution	322	505	563
131	MOPC	1,191	1,750	1,864
132	Employee Insurance	1,221	4,849	5,407
133	GERP Retirement	2,963	3,289	3,503
135	Compensation Insurance	-	11	11
136	Unemployment Insurance	11	14	-
137	Staff Training and Conference	325	701	819
	Subtotal	*34,959*	*46,250*	*51,120*
Operating and Maintenance				
210	Supplies	361	41	41
216	Reference Books and Materials	-	6	9
218	NonCapital Equip and Furniture	-	691	120
240	Repair and Maintenance	1,276	2,939	-
246	Liability Insurance	-	76	74
250	Prof and Contracted Services	55	2,464	3,558
253	Software	-	-	5,229
264	Printing and Copying	-	19	19
	Subtotal	*1,692*	*6,236*	*9,050*
Capital Outlay				
440	Vehicles	1,072	-	-
	Subtotal	*1,072*	-	-
	SERVICE TOTAL	**$ 37,723**	**$ 52,486**	**$ 60,170**

Budget Detail - Oil and Gas

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	1,022	-	-
129	Medicare Contribution	23	-	-
131	MOPC	93	-	-
133	GERP Retirement	168	-	-
	Subtotal	*1,307*	-	-
Operating and Maintenance				
261	Telephone Charges	6	-	-
	Subtotal	*6*	-	-
	SERVICE TOTAL	**$ 1,313**	**$ -**	**$ -**

Utilities and Public Works

Overview

	2023 Actual	2024 Budget	2025 Budget
Personal Services	2,677,005	2,888,613	2,979,095
Operating and Maintenance	6,300,641	7,168,008	7,222,790
Non-Operating	211,095	4,673	-
Capital	128,561	757	175,757
TOTAL	**$ 9,317,303**	**$ 10,062,051**	**$ 10,377,642**

Utilities and Public Works Administration

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.

Regulatory Compliance

Provide regulatory and technical assistance and recommendations to other Divisions in the Department. Review of planning and design studies, design documents, operational issues. Investigate technical/science aspects of projects and/or programs and assist divisions with meeting any regulatory or other requirements. Research and provide information, advice and recommendations on master plans, facilities plans, design, and operations. Manage planning, design and construction projects.

Survey and Engineering Support

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.

Solid Waste Removal and Disposal

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.

Curbside Recycling

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.

Special Trash Pickup

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.

Landfill Maintenance

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.

Composting

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.

Budgeted Positions - Utilities and Public Works Administration

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Assistant City Manager Utilities and Public Works	0.070	0.070	0.070
Director of Operations	0.250	0.300	0.300
Total	**0.320**	**0.370**	**0.370**

Budget Detail - Utilities and Public Works Administration

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	52,162	130,607	134,435
112	Temporary Wages	8,204	-	-
121	Overtime Wages	-	500	-
123	Leave Expense	15,270	-	-
126	RHS Plan	537	148	148
128	FICA	503	-	-
129	Medicare Contribution	1,007	1,185	1,209
131	MOPC	3,433	4,087	4,167
132	Employee Insurance	4,762	11,433	12,085
133	GERP Retirement	6,185	7,682	7,834
135	Compensation Insurance	130	40	41
136	Unemployment Insurance	19	32	-
137	Staff Training and Conference	-	100	100
142	Food Allowance	29	125	125
	Subtotal	*92,240*	*155,939*	*160,144*
Operating and Maintenance				
210	Supplies	-	500	500
218	NonCapital Equip and Furniture	-	450	450
240	Repair and Maintenance	17	-	-
245	Mileage Allowance	-	460	460
246	Liability Insurance	794	340	461
250	Prof and Contracted Services	7,166	-	-
261	Telephone Charges	37	-	-
269	Other Services and Charges	75,000	-	-
273	Fleet Lease Operating and Mtc	433	1,430	2,206
274	Fleet Lease Replacement	2,373	2,374	2,374
	Subtotal	*85,819*	*5,554*	*6,451*
	SERVICE TOTAL	**$ 178,060**	**$ 161,493**	**$ 166,595**

Budget Detail - Regulatory Compliance

		2023 Actual	2024 Budget	2025 Budget
Operating and Maintenance				
210	Supplies	9	-	-
250	Prof and Contracted Services	-	5,000	5,000
259	Licenses and Permits	-	1,000	1,000
	Subtotal	*9*	*6,000*	*6,000*
	SERVICE TOTAL	**$ 9**	**$ 6,000**	**$ 6,000**

Budgeted Positions - Survey and Engineering Support

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Engineering and Surveying Technician Supervisor	0.050	0.000	0.000
Sr Engineering Technician	0.050	0.000	0.000
Engineering Technician	0.100	0.000	0.000
Total	**0.200**	**0.000**	**0.000**

Budget Detail - Survey and Engineering Support

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	11,261	-	-
121	Overtime Wages	-	83	83
123	Leave Expense	1,368	-	-
126	RHS Plan	146	-	-
129	Medicare Contribution	196	-	-
131	MOPC	772	-	-
132	Employee Insurance	2,048	-	-
133	GERP Retirement	1,553	-	-
135	Compensation Insurance	-	6	-
136	Unemployment Insurance	5	-	-
	Subtotal	*17,349*	*89*	*83*
Operating and Maintenance				
240	Repair and Maintenance	20	-	-
246	Liability Insurance	-	40	-
273	Fleet Lease Operating and Mtc	-	1,462	2,179
274	Fleet Lease Replacement	-	903	606
	Subtotal	*20*	*2,405*	*2,785*
	SERVICE TOTAL	**$ 17,369**	**$ 2,494**	**$ 2,868**

Budgeted Positions - Solid Waste Removal and Disposal

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Director of Operations	0.250	0.000	0.000
Assistant Director Of Water and Waste	0.000	0.330	0.330
Waste Services Manager	0.500	0.500	0.500
Waste Services Supervisor	0.000	0.000	1.000
Operations Support Specialist	1.000	0.250	0.250
Waste Services Technician II	1.000	2.000	2.000
Waste Service Technician I	9.500	9.500	9.500
Administrative Assistant	0.250	0.250	0.250
Public Works Technician II	1.000	0.000	0.000
Sanitation Supervisor	1.000	1.000	0.000
Total	**14.500**	**13.830**	**13.830**

Budget Detail - Solid Waste Removal and Disposal

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	873,674	1,035,456	1,063,138
121	Overtime Wages	24,787	25,000	25,000
123	Leave Expense	123,373	8,295	8,295
124	Skill Based Overtime Pay	-	2,500	2,500
126	RHS Plan	12,155	5,532	5,532
129	Medicare Contribution	12,560	15,018	15,419
131	MOPC	49,477	51,745	53,158
132	Employee Insurance	146,300	143,402	153,812
133	GERP Retirement	89,143	97,272	99,933
135	Compensation Insurance	28,955	45,851	30,025
136	Unemployment Insurance	322	394	-
137	Staff Training and Conference	10,174	11,000	11,000
141	Uniforms and Protective Clothing	4,114	20,000	20,000
142	Food Allowance	1,127	2,000	2,000
	Subtotal	*1,376,160*	*1,463,465*	*1,489,812*
Operating and Maintenance				
210	Supplies	15,924	25,000	25,000
217	Dues and Subscriptions	3,869	2,000	2,000
218	NonCapital Equip and Furniture	87,193	120,000	120,000
240	Repair and Maintenance	70,587	134,750	134,750
246	Liability Insurance	82,241	89,599	95,545
247	Safety Expenses	12,079	21,000	21,000
249	Operating Leases and Rentals	2,694	2,000	2,000
250	Prof and Contracted Services	805,571	804,700	985,000
252	Ads and Legal Notices	160	-	-
260	Utilities	65,220	28,000	75,000
261	Telephone Charges	1,292	2,501	2,501
263	Postage	90	-	-
269	Other Services and Charges	51,535	1,000	1,000
270	Administrative and Management	691,158	950,772	989,287
273	Fleet Lease Operating and Mtc	727,823	1,768,968	1,298,749
274	Fleet Lease Replacement	1,336,992	900,089	972,577
	Subtotal	*3,954,428*	*4,850,379*	*4,724,409*
Non-Operating Expense				
950	Bad Debt	24,717	-	-
970	Transfers To Other Funds	186,378	4,673	-
	Subtotal	*211,095*	*4,673*	-
Capital Outlay				
440	Machinery and Equipment	77,137	757	175,757
	Subtotal	*77,137*	*757*	*175,757*
	SERVICE TOTAL	**$ 5,618,820**	**$ 6,319,274**	**$ 6,389,978**

Budgeted Positions - Curbside Recycling

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Waste Services Manager	0.500	0.500	0.500
Waste Services Technician II	2.000	1.000	1.000
Waste Service Technician I	3.500	4.500	5.000
Operations Support Specialist	0.000	0.250	0.250
Administrative Assistant	0.400	0.400	0.400
Total	**6.400**	**6.650**	**7.150**

Budget Detail - Curbside Recycling

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	415,313	480,523	526,506
121	Overtime Wages	22,885	10,000	10,000
123	Leave Expense	46,304	-	-
126	RHS Plan	3,146	2,660	2,860
129	Medicare Contribution	5,829	6,969	7,636
131	MOPC	22,501	23,978	26,326
132	Employee Insurance	66,699	66,454	75,998
133	GERP Retirement	40,538	45,077	49,490
135	Compensation Insurance	7,843	195	8,677
136	Unemployment Insurance	147	182	-
	Subtotal	*631,206*	*636,038*	*707,493*
Operating and Maintenance				
210	Supplies	751	5,000	5,000
218	NonCapital Equip and Furniture	42,094	70,000	70,000
240	Repair and Maintenance	-	555	555
246	Liability Insurance	12,601	12,494	13,276
247	Safety Expenses	-	500	500
250	Prof and Contracted Services	580,005	554,000	554,000
260	Utilities	3,228	-	3,500
273	Fleet Lease Operating and Mtc	306,393	264,400	327,449
274	Fleet Lease Replacement	206,592	-	-
	Subtotal	*1,151,664*	*906,949*	*974,280*
Capital Outlay				
440	Machinery and Equipment	38,568	-	-
	Subtotal	*38,568*	-	-
	SERVICE TOTAL	**$ 1,821,438**	**$ 1,542,987**	**$ 1,681,773**

Budgeted Positions - Special Trash Pickup

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Waste Services Technician II	1.500	2.500	3.000
Waste Service Technician I	0.500	0.500	0.000
Public Works Technician II	1.000	0.000	0.000
Operations Support Specialist	0.000	0.250	0.250
Customer Service Representative	1.000	1.000	1.000
Administrative Assistant	0.250	0.250	0.250
Total	**4.250**	**4.500**	**4.500**

Budget Detail - Special Trash Pickup

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	251,147	303,541	316,546
121	Overtime Wages	8,937	10,000	10,000
123	Leave Expense	22,855	-	-
126	RHS Plan	1,700	1,800	1,800
129	Medicare Contribution	3,367	4,402	4,590
131	MOPC	13,562	15,146	15,828
132	Employee Insurance	39,978	41,979	45,552
133	GERP Retirement	24,434	28,476	29,755
135	Compensation Insurance	7,021	1,263	7,022
136	Unemployment Insurance	88	116	-
	Subtotal	*373,089*	*406,723*	*431,093*
Operating and Maintenance				
210	Supplies	327	2,000	2,000
246	Liability Insurance	4,450	3,967	4,795
247	Safety Expenses	-	1,000	1,000
250	Prof and Contracted Services	458,617	630,000	642,000
273	Fleet Lease Operating and Mtc	57,383	44,914	46,105
274	Fleet Lease Replacement	95,136	94,402	33,888
	Subtotal	*615,914*	*776,283*	*729,788*
	SERVICE TOTAL	**$ 989,003**	**$ 1,183,006**	**$ 1,160,881**

Budget Detail - Landfill Maintenance

		2023 Actual	2024 Budget	2025 Budget
Operating and Maintenance				
250	Prof and Contracted Services	114	43,700	34,950
	Subtotal	*114*	*43,700*	*34,950*
	SERVICE TOTAL	**$ 114**	**$ 43,700**	**$ 34,950**

Budgeted Positions - Composting

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Waste Services Technician II	1.500	1.500	1.000
Waste Service Technician I	0.500	0.500	0.500
Operations Support Specialist	0.000	0.250	0.250
Administrative Assistant	0.100	0.100	0.100
Total	**2.100**	**2.350**	**1.850**

Budget Detail - Composting

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	113,641	165,636	135,458
121	Overtime Wages	4,699	10,000	10,000
123	Leave Expense	23,295	-	-
126	RHS Plan	1,178	940	740
129	Medicare Contribution	1,711	2,401	1,964
131	MOPC	6,515	8,269	6,773
132	Employee Insurance	20,905	22,919	19,294
133	GERP Retirement	12,748	15,547	12,734
135	Compensation Insurance	2,223	584	3,507
136	Unemployment Insurance	46	63	-
	Subtotal	*186,961*	*226,359*	*190,470*
Operating and Maintenance				
210	Supplies	1,643	1,700	-
218	NonCapital Equip and Furniture	17,214	40,000	40,000
246	Liability Insurance	2,670	4,397	3,364
250	Prof and Contracted Services	350,000	395,100	508,100
253	Software	-	-	1,700
261	Telephone Charges	141	-	-
273	Fleet Lease Operating and Mtc	55,654	70,189	125,611
274	Fleet Lease Replacement	65,352	65,352	65,352
	Subtotal	*492,674*	*576,738*	*744,127*
Capital Outlay				
440	Machinery and Equipment	12,856	-	-
	Subtotal	*12,856*	-	-
	SERVICE TOTAL	**$ 692,491**	**$ 803,097**	**$ 934,597**

STORM DRAINAGE FUND

The Storm Drainage Enterprise Fund pays for all costs associated with maintaining and improving the City's storm drainage system. City staff includes crews to clean and repair drainage lines and engineering staff to plan improvements and to project future demands on the drainage system. The major source of revenue is a monthly fee billed to all residential and commercial utility users in the city. Residential utility customers pay a flat rate per month, and the rate for commercial and industrial utility customers is based on square footage of building space.

The Storm Drainage Enterprise Fund includes seven budget services: Public Works and Natural Resources Director, Storm Drainage Engineering, Storm Drainage Maintenance, Storm Drainage Quality Laboratory, Construction Inspection, Regulatory Compliance, and Engineering/Survey Technical Services. Administration of this fund is provided by the Public Works and Natural Resources

External Services

Shared Services

Utilities and Public Works

22.937

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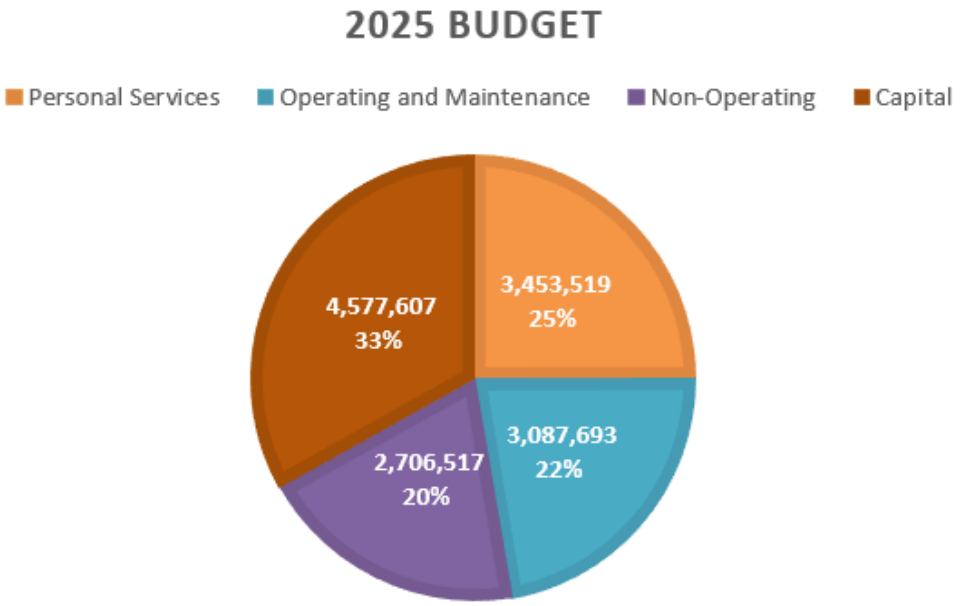


Storm Drainage Fund Statement

	2023 Actuals	2024 Budget	2025 Budget
Beginning Working Capital	8,388,928	16,156,762	9,983,013
Committed Working Capital		6,790,395	
Sources of Funds			
Licenses and Permits	2,589	1,100	1,100
Intergovernmental	34	-	-
Charges for Services	10,385,347	11,715,100	11,912,416
Interest Earnings	397,944	44,700	88,000
Miscellaneous	3,998,457	1,000	1,000
Total Sources of Funds	**14,784,371**	**11,761,900**	**12,002,516**
Expenses by Category			
Personal Services	2,438,032	3,073,763	3,453,519
Operating and Maintenance	1,902,736	2,808,920	3,087,693
Non-Operating	667,485	2,808,151	2,706,517
Capital	2,008,283	2,454,420	4,577,607
Total Expenses by Category	**7,016,537**	**11,145,254**	**13,825,336**
Contribution to/(from) Fund Balance	7,767,834	616,646	(1,822,820)
Ending Working Capital	16,156,762	9,983,013	8,160,193

Storm Drainage Fund

Capital Improvement Program

2025-2029 Capital Improvement Program

Capital projects are listed below. Detailed descriptions of each project are included in the 2025-2029 Capital Improvement Program.

STORM DRAINAGE FUND PROJECTS	2025 Budget
DRN021 Storm Drainage Rehabilitation and Improvements	$ 1,818,350
DRN039 Resilient St Vrain Project	1,344,000
PBF080 Municipal Buildings Boiler Replacement	34,108
PBF082 Municipal Buildings HVAC Replacement	11,759
PBF163 Municipal Buildings Keyless Entry	28,823
PBF192 Operations & Maintenance Building/Site Improvement	151,500
TRP011 Transportation System Management Program	500,000
TRP135 Coffman St Busway Improvements	378,000
TOTAL	**$ 4,266,540**

External Services Department

Overview

	2023 Actual	2024 Budget	2025 Budget
Personal Services	110,041	117,398	157,623
Operating and Maintenance	8,617	77,677	76,504
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	**$ 118,658**	**$ 195,075**	**$ 234,127**

Public Works and Natural Resources

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.

Planning and Development Services

The Planning and Development Services Division is responsible for the comprehensive management and coordination of planning services, encompassing development review, historic preservation, and long-range planning. The division provides essential administrative support to the Development Services Center (DSC), which integrates Planning, Public Works, Building Inspection, Code Enforcement and Parking Enforcement. Staff facilitates a one-stop development review process within the DSC, ensuring efficient and effective service delivery. Additionally, the planning services group conducts in-depth research and special studies for various project-specific task forces, steering committees, the Planning and Zoning Commission, Board of Adjustment, Historic Preservation Commission, and the City Council. The department frequently engages in projects aligned with the City Council's annual work plans and is responsible for maintaining and updating the Land Development Code and the Envision Longmont Comprehensive Plan.

Code Enforcement

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. This budget service is new to the Storm Drainage Fund. 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.

Code Enforcement (continued)

- 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.

Budgeted Positions - Parks and Natural Resources

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Ecosystem Manager	0.050	0.040	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
Natural Resources Techician III	0.000	0.000	0.100
Total	**0.780**	**0.770**	**0.870**

Budget Detail - Parks and Natural Resources

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	52,123	59,957	70,451
112	Temporary Wages	3,406	9,575	16,500
121	Overtime Wages	421	-	-
123	Leave Expense	7,444	-	-
126	RHS Plan	300	308	348
128	FICA	214	594	1,617
129	Medicare Contribution	775	1,008	1,401
131	MOPC	2,879	2,998	3,523
132	Employee Insurance	8,147	8,309	10,215
133	GERP Retirement	5,186	5,636	6,622
135	Compensation Insurance	22	22	22
136	Unemployment Insurance	18	30	-
	Subtotal	*80,935*	*88,437*	*110,699*
Operating and Maintenance				
210	Supplies	78	10,219	10,219
222	Chemicals	19	500	500
240	Repair and Maintenance	16	-	-
246	Liability Insurance	252	299	276
250	Prof and Contracted Services	1,534	60,562	60,562
261	Telephone Charges	188	-	-
273	Fleet Lease Operating and Mtc	2,051	2,285	1,691
274	Fleet Lease Replacement	4,479	3,763	3,210
	Subtotal	*8,617*	*77,628*	*76,458*
	SERVICE TOTAL	**$ 89,552**	**$ 166,065**	**$ 187,157**

Budgeted Positions - Planning and Development Services

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Development Project Administrator	0.088	0.088	0.187
Administrative Assistant	0.120	0.120	0.120
Total	**0.208**	**0.208**	**0.307**

Budget Detail - Planning and Development Services

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	16,634	17,738	31,127
121	Overtime Wages	46	-	-
123	Leave Expense	2,074	-	-
126	RHS Plan	48	83	123
129	Medicare Contribution	208	257	452
131	MOPC	832	887	1,557
132	Employee Insurance	2,390	2,458	4,513
133	GERP Retirement	1,526	1,668	2,926
135	Compensation Insurance	-	6	6
136	Unemployment Insurance	6	7	-
	Subtotal	*23,764*	*23,104*	*40,704*
Operating and Maintenance				
246	Liability Insurance	-	39	37
	Subtotal	*-*	*39*	*37*
	SERVICE TOTAL	**$ 23,764**	**$ 23,143**	**$ 40,741**

Budgeted Positions - Code Enforcement

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Administrative Assistant	0.075	0.075	0.075
Total	**0.075**	**0.075**	**0.075**

Budget Detail - Code Enforcement

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	4,467	4,460	4,720
123	Leave Expense	118	-	-
126	RHS Plan	30	30	30
129	Medicare Contribution	57	65	68
131	MOPC	223	223	236
132	Employee Insurance	44	618	684
133	GERP Retirement	402	419	444
135	Compensation Insurance	-	40	38
136	Unemployment Insurance	1	2	-
	Subtotal	*5,343*	*5,857*	*6,220*
Operating and Maintenance				
246	Liability Insurance	-	10	9
	Subtotal	*-*	*10*	*9*
	SERVICE TOTAL	**$ 5,343**	**$ 5,867**	**$ 6,229**

Shared Services Department

Overview

	2023 Actual	2024 Budget	2025 Budget
Personal Services	267,960	398,995	438,798
Operating and Maintenance	69,361	184,089	307,899
Non-Operating	528,011	1,793,922	1,707,017
Capital	261	-	-
TOTAL	**$ 865,593**	**$ 2,377,006**	**$ 2,453,714**

Communications

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.

Goals:

- Responsible internal operations and governance

Enterprise Technology Services Applications

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.

Shared Services Department

Strategic Integration Executive Director

Strategic Integration Administration is responsible for developing departmental policies and procedures and assuring effective delivery of the services provided by the department, including the development of adequate rates, preparation and monitoring of the annual budget, and effective supervision of personnel. This budget service also includes the Project Management Office. New in 2024, the Project Management Office (PMO) provides support for formal and informal project managers throughout the organization. This is accomplished through establishing project management standards, publishing internal project dashboards, and providing templates for use throughout the organization.

Goals:

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

Business Enablement/Rates and Finance

The Business Enablement division provides business support in the areas of rates & finance, technology, and customer service/administrative support to the Electric, Water & Waste, Public Works, and NextLight departments.

Business Enablement/Customer Service and Administration

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.

Business Enablement/Technical Services

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.

Data and Analytics

Data & Analytics offers data quality, management, analysis, and dashboard development services to City departments. The team supports all aspects of data work, from data governance discussions on policy and best practice development, through to process analysis and improvements, and data ecosystem planning. Current goals include design, implementation, and initial use cases of a new enterprise data lake to serve advanced analytics needs.

Geospatial Data and Analysis

This service provides GIS/mapping and related support services. This includes maintaining and updating GIS and maps, surveying services, and technical support for development and capital improvement programs for all City services.

Budgeted Positions - Communications

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Assistant Communications and Engagement Director	0.100	0.100	0.100
Communications and Marketing Specialist	0.200	0.200	0.200
Total	**0.300**	**0.300**	**0.300**

Budget Detail - Communications

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	27,138	29,599	30,187
123	Leave Expense	2,296	-	-
126	RHS Plan	80	120	120
129	Medicare Contribution	335	429	439
131	MOPC	1,353	1,479	1,510
132	Employee Insurance	4,125	4,101	4,378
133	GERP Retirement	2,511	2,782	2,837
135	Compensation Insurance	-	10	9
136	Unemployment Insurance	9	11	-
137	Staff Training and Conference	253	800	1,000
142	Food Allowance	22	-	-
	Subtotal	*38,122*	*39,331*	*40,480*
Operating and Maintenance				
210	Supplies	86	500	500
217	Dues and Subscriptions	270	740	740
246	Liability Insurance	-	64	62
250	Prof and Contracted Services	23	25,000	23,500
252	Ads and Legal Notices	-	700	2,000
261	Telephone Charges	110	-	-
264	Printing Copying and Binding	4,188	-	-
	Subtotal	*4,678*	*27,004*	*26,802*
	SERVICE TOTAL	**$ 42,800**	**$ 66,335**	**$ 67,282**

Budgeted Positions - Enterprise Technology Services Applications

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Technical Functional Analyst CRM and Special Projects	0.000	0.090	0.045
Total	**0.000**	**0.090**	**0.045**

Budget Detail - Enterprise Technology Services Applications

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	-	10,433	5,465
126	RHS Plan	-	36	18
129	Medicare Contribution	-	151	79
131	MOPC	-	522	273
132	Employee Insurance	-	1,514	792
133	GERP Retirement	-	982	514
135	Compensation Insurance	-	-	3
136	Unemployment Insurance	-	4	-
	Subtotal	*-*	*13,642*	*7,144*
Operating and Maintenance				
210	Supplies	-	60	-
218	NonCapital Equip and Furniture	-	180	-
246	Liability Insurance	-	-	22
253	Software	-	-	35
	Subtotal	*-*	*240*	*57*
	SERVICE TOTAL	**$ -**	**$ 13,882**	**$ 7,201**

Budgeted Positions - Strategic Integration Executive Director

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Executive Director of Strategic Integration	0.060	0.060	0.060
Project Management Office Manager	0.000	0.040	0.040
Project Management Office Administrative Analyst	0.000	0.040	0.040
Total	**0.060**	**0.140**	**0.140**

Budget Detail - Strategic Integration Executive Director

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	10,249	18,540	22,332
123	Leave Expense	2,376	-	-
126	RHS Plan	116	56	56
129	Medicare Contribution	124	269	324
131	MOPC	512	927	1,117
132	Employee Insurance	1,298	2,620	3,238
133	GERP Retirement	940	1,743	2,099
135	Compensation Insurance	-	4	6
136	Unemployment Insurance	3	7	-
137	Staff Training and Conference	-	462	350
142	Food Allowance	2	-	-
	Subtotal	*15,620*	*24,628*	*29,522*
Operating and Maintenance				
210	Supplies	754	102	-
217	Dues and Subscriptions	9	-	-
218	NonCapital Equip and Furniture	32	432	-
246	Liability Insurance	-	23	39
250	Prof and Contracted Services	7,145	6,442	5,200
253	Software	-	-	1,242
	Subtotal	*7,940*	*6,999*	*6,481*
Non-Operating Expense				
922	Interest Current Bond Issue	497,729	545,188	404,438
923	Bond Principal Current	-	995,000	1,045,000
970	Transfers to Other Funds	30,282	830	-
	Subtotal	*528,011*	*1,541,018*	*1,449,438*
	SERVICE TOTAL	**$ 551,572**	**$ 1,572,645**	**$ 1,485,441**

Budgeted Positions - Business Enablement/Rates and Finance

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Director of Business Enablement	0.060	0.060	0.060
Assistant Director of Business Services	0.050	0.000	0.000
Utility Rate and Analysis Manager	0.000	0.050	0.050
Utility Rate Analyst	0.050	0.100	0.100
Financial Analyst	0.000	0.000	0.100
Administrative Analyst	0.000	0.000	0.500
Business Analyst	0.150	0.150	0.000
Total	**0.310**	**0.360**	**0.810**

Budget Detail - Business Enablement/Rates and Finance

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	23,979	42,396	77,205
123	Leave Expense	4,942	-	-
126	RHS Plan	220	144	324
129	Medicare Contribution	293	615	1,121
131	MOPC	1,191	2,118	3,860
132	Employee Insurance	3,563	5,875	11,195
133	GERP Retirement	3,238	3,984	7,257
135	Compensation Insurance	-	12	13
136	Unemployment Insurance	12	17	-
137	Staff Training and Conference	865	250	250
142	Food Allowance	10	-	-
	Subtotal	*38,313*	*55,411*	*101,225*
Operating and Maintenance				
210	Supplies	79	506	30
218	NonCapital Equip and Furniture	219	1,253	53
245	Mileage Allowance	-	60	60
246	Liability Insurance	-	82	89
250	Prof and Contracted Services	4,869	2,679	-
253	Software	-	-	2,679
261	Telephone Charges	25	-	-
269	Other Services and Charges	600	-	61,000
290	Rebates	17,428	65,700	125,280
	Subtotal	*23,221*	*70,280*	*189,191*
Non-Operating Expense				
927	Principal Notes and Contracts	-	146,000	-
950	Bad Debt	-	71,000	72,000
970	Transfers to Other Funds	-	35,904	185,579
	Subtotal	-	*252,904*	*257,579*
	SERVICE TOTAL	**$ 61,534**	**$ 378,595**	**$ 547,995**

Budgeted Positions - Business Enablement/Customer Service and Administration

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Customer Service and Administration Manager	0.050	0.050	0.050
Administrative Supervisor	0.050	0.050	0.050
Executive Assistant	0.050	0.050	0.050
Administrative Analyst	0.050	0.100	0.100
Administrative Assistant	0.200	0.150	0.200
Total	**0.400**	**0.400**	**0.450**

Budget Detail - Business Enablement/Customer Service and Administration

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	25,438	28,335	40,021
112	Temporary Wages	-	-	7,098
121	Overtime Wages	198	50	100
122	Longevity Compensation	21	120	123
123	Leave Expense	3,431	-	-
126	RHS Plan	461	160	180
128	FICA	-	-	440
129	Medicare Contribution	282	368	638
131	MOPC	1,260	1,407	1,999
132	Employee Insurance	3,945	3,898	4,933
133	GERP Retirement	2,423	2,644	3,762
135	Compensation Insurance	-	16	9
136	Unemployment Insurance	9	10	-
137	Staff Training and Conference	169	780	504
142	Food Allowance	331	200	200
	Subtotal	*37,968*	*37,988*	*60,007*
Operating and Maintenance				
210	Supplies	525	700	441
218	NonCapital Equip and Furniture	171	213	263
240	Repair and Maintenance	1,461	-	-
246	Liability Insurance	-	106	60
250	Prof and Contracted Services	430	2,307	1,276
253	Software	-	-	502
260	Utilities	367	-	500
261	Telephone Charges	26	27	11
	Subtotal	*2,980*	*3,353*	*3,053*
	SERVICE TOTAL	**$ 40,948**	**$ 41,341**	**$ 63,060**

Budgeted Positions - Business Enablement/Technical Services

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Technical Services Manager	0.060	0.060	0.060
Sr Programmer Analyst	0.090	0.090	0.090
Lead Technical Functional Analyst	0.062	0.062	0.062
Technical Functional Analyst	0.000	0.100	0.100
Application Support Analyst	0.090	0.090	0.090
Administrative Analyst	0.000	0.500	0.000
Total	**0.302**	**0.902**	**0.402**

Budget Detail - Business Enablement/Technical Services

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	33,396	83,798	53,343
123	Leave Expense	6,956	-	-
126	RHS Plan	219	361	161
129	Medicare Contribution	413	1,215	774
131	MOPC	1,653	4,190	2,667
132	Employee Insurance	5,110	11,883	7,735
133	GERP Retirement	3,207	7,878	5,014
135	Compensation Insurance	-	12	26
136	Unemployment Insurance	11	32	-
137	Staff Training and Conference	-	970	1,970
	Subtotal	*50,965*	*110,339*	*71,690*
Operating and Maintenance				
210	Supplies	147	1,640	350
217	Dues and Subscriptions	23	-	-
218	NonCapital Equip and Furniture	5,474	10,254	11,038
240	Repair and Maintenance	16,357	18,550	1,850
246	Liability Insurance	-	80	177
250	Prof and Contracted Services	-	11,646	16,500
253	Software	-	-	18,818
261	Telephone Charges	1,916	3,024	3,024
	Subtotal	*23,916*	*45,194*	*51,757*
	SERVICE TOTAL	**$ 74,881**	**$ 155,533**	**$ 123,447**

Budgeted Positions - Data and Analytics

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Data and Analytics Program Manager	0.050	0.050	0.050
Data and Innovation Analyst	0.025	0.025	0.025
Business Process Improvement Coordinator	0.050	0.050	0.050
Total	**0.125**	**0.125**	**0.125**

Budget Detail - Data and Analytics

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	12,250	14,691	18,351
112	Temporary Wages	221	4,560	-
123	Leave Expense	1,180	-	-
126	RHS Plan	20	50	50
128	FICA	14	283	-
129	Medicare Contribution	157	279	267
131	MOPC	610	733	918
132	Employee Insurance	1,195	2,032	2,226
133	GERP Retirement	1,209	1,379	1,725
135	Compensation Insurance	-	5	6
136	Unemployment Insurance	4	6	-
137	Staff Training and Conference	631	205	405
	Subtotal	*17,492*	*24,223*	*23,948*
Operating and Maintenance				
210	Supplies	353	-	-
218	NonCapital Equip and Furniture	30	-	-
240	Repair and Maintenance	229	103	-
246	Liability Insurance	-	31	41
250	Prof and Contracted Services	-	10,200	-
253	Software	-	-	451
	Subtotal	*612*	*10,334*	*492*
	SERVICE TOTAL	**$ 18,104**	**$ 34,557**	**$ 24,440**

Budgeted Positions - Geospatial Data and Analysis

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Geospatial Data and Analysis Program Manager	0.100	0.100	0.100
Sr GIS Mapping Technician	0.100	0.400	0.300
Sr GIS Analyst	0.200	0.100	0.221
GIS Coordinator	0.000	0.100	0.100
Technical Functional Analyst	0.100	0.000	0.000
GIS Mapping Technician	0.100	0.000	0.000
Lead GIS Analyst	0.100	0.000	0.000
Total	**0.700**	**0.700**	**0.721**

Budget Detail - Geospatial Data and Analysis

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	47,897	69,983	74,094
112	Temporary Wages	2,356	-	4,800
123	Leave Expense	7,221	-	-
126	RHS Plan	230	280	280
128	FICA	146	-	298
129	Medicare Contribution	645	1,016	1,144
131	MOPC	2,383	3,498	3,705
132	Employee Insurance	2,442	9,696	10,744
133	GERP Retirement	5,927	6,577	6,965
135	Compensation Insurance	-	23	22
136	Unemployment Insurance	22	25	-
137	Staff Training and Conference	211	2,335	2,730
	Subtotal	*69,479*	*93,433*	*104,782*
Operating and Maintenance				
210	Supplies	62	135	135
216	Reference Books and Materials	14	21	30
218	NonCapital Equip and Furniture	1,139	2,303	400
240	Repair and Maintenance	4,618	9,796	-
246	Liability Insurance	-	152	148
250	Prof and Contracted Services	183	8,215	11,860
253	Software	-	-	17,430
264	Printing Copying and Binding	-	63	63
	Subtotal	*6,015*	*20,685*	*30,066*
Capital Outlay				
440	Machinery and Equipment	261	-	-
	Subtotal	*261*	-	-
	SERVICE TOTAL	**$ 75,755**	**$ 114,118**	**$ 134,848**

Utilities and Public Works

Overview

	2023 Actual	2024 Budget	2025 Budget
Personal Services	2,060,031	2,557,370	2,857,098
Operating and Maintenance	1,796,556	2,547,154	2,703,290
Non-Operating	139,474	1,014,229	999,500
Capital	40,015	217	311,067
TOTAL	**$ 4,036,077**	**$ 6,118,970**	**$ 6,870,955**

Utilities and Public Works Administration

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.

Goals:

- Responsible Stewardship of our Resources
- Job growth and economic vitality through innovation and collaboration
- Livable centers, corridors and neighborhoods
- Housing, services, amenities and opportunities for all
- A safe, healthy and adaptable community
- A complete, balanced and connected transportation system

Stormwater Quality/Municipal Separate Storm Sewer System (MS4) Program

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.

Engineering Services

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

Construction Inspection

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.

Survey and Engineering Support

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.

Streets and Drainage Operations

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 1,058.78 miles of storm drain lines, 27.37 miles of open channels and ditches, and 4,651 catch basins in the City's storm drain system.

Water Quality Laboratory

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.

Water and Wastewater Operations

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.

Water Resources

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.

Budgeted Positions - Utilities and Public Works Administration

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Assistant City Manager Utilities and Public Works	0.142	0.142	0.142
Director of Engineering Services	0.150	0.150	0.300
Director of Operations	0.050	0.000	0.000
Administrative Assistant	0.000	0.050	0.000
Total	**0.342**	**0.342**	**0.442**

Budget Detail - Utilities and Public Works Administration

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	62,372	89,955	137,274
112	Temporary Wages	4,102	19,844	19,844
121	Overtime Wages	-	100	-
123	Leave Expense	11,481	-	-
126	RHS Plan	219	137	177
128	FICA	251	1,230	1,230
129	Medicare Contribution	943	1,242	1,669
131	MOPC	3,470	3,292	4,763
132	Employee Insurance	5,924	9,341	13,811
133	GERP Retirement	6,250	6,189	8,953
135	Compensation Insurance	63	37	35
136	Unemployment Insurance	21	26	-
137	Staff Training and Conference	-	200	200
142	Food Allowance	-	125	125
	Subtotal	*95,096*	*131,718*	*188,081*
Operating and Maintenance				
210	Supplies	-	500	500
217	Dues and Subscriptions	22	-	-
218	NonCapital Equip and Furniture	-	450	450
240	Repair and Maintenance	349	-	-
245	Mileage Allowance	-	460	460
246	Liability Insurance	399	293	354
250	Prof and Contracted Services	1,634	-	-
261	Telephone Charges	64	-	-
273	Fleet Lease Operating and Mtc	6,666	1,466	1,659
274	Fleet Lease Replacement	1,583	1,583	1,583
	Subtotal	*10,717*	*4,752*	*5,006*
Non-Operating Expense				
928	Interest Notes and Contracts	(50,529)	-	-
970	Transfers to Other Funds	-	14,929	-
	Subtotal	*(50,529)*	*14,929*	*-*
	SERVICE TOTAL	**$ 55,284**	**$ 151,399**	**$ 193,087**

Budgeted Positions - Stormwater Quality/Municipal Separate Storm Sewer System (MS4) Program

Budgeted Positions:	2023 Budget	2024 Budget	2025 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**

Budget Detail - Stormwater Quality/Municipal Separate Storm Sewer System (MS4) Program

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	333,940	421,841	457,320
123	Leave Expense	35,925	-	-
126	RHS Plan	7,291	1,600	1,600
129	Medicare Contribution	4,463	6,117	6,631
131	MOPC	18,266	21,092	22,866
132	Employee Insurance	54,959	58,454	66,311
133	GERP Retirement	36,229	39,654	42,988
135	Compensation Insurance	247	260	260
136	Unemployment Insurance	130	161	-
137	Staff Training and Conference	3,430	1,000	1,000
142	Food Allowance	48	-	-
	Subtotal	*494,929*	*550,179*	*598,976*
Operating and Maintenance				
210	Supplies	1,989	1,100	150
216	Reference Books and Materials	230	-	-
217	Dues and Subscriptions	46,780	-	-
218	NonCapital Equip and Furniture	379	900	900
235	Repair and Maintenance	512	-	-
245	Mileage Allowance	139	600	600
246	Liability Insurance	1,071	1,262	1,253
247	Safety Expenses	868	200	200
250	Prof and Contracted Services	18,920	18,101	18,101
252	Ads and Legal Notices	122	-	-
253	Software	-	-	950
259	Licenses and Permits	2,066	-	-
261	Telephone Charges	1,573	-	-
263	Postage	37	-	-
269	Other Services and Charges	-	34	34
273	Fleet Lease Operating and Mtc	6,293	6,811	11,956
274	Fleet Lease Replacement	2,877	1,419	6,596
	Subtotal	*83,857*	*30,427*	*40,740*
Non-Operating Expense				
922	Interest Current Bond Issue	159,733	129,300	94,500
923	Bond Principal Current	-	870,000	905,000
	Subtotal	*159,733*	*999,300*	*999,500*
Capital Outlay				
432	Vehicles	34,911	-	-
	Subtotal	*34,911*	-	-
	SERVICE TOTAL	**$ 773,431**	**$ 1,579,906**	**$ 1,639,216**

Budgeted Positions - Engineering Services

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Engineering Administrator	0.200	0.650	0.650
Sr Civil Engineer	1.750	2.050	2.050
Civil Engineer II	1.350	1.450	1.450
Project Manager II	0.250	0.400	0.500
Total	**3.550**	**4.550**	**4.650**

Budget Detail - Engineering Services

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	371,295	612,764	663,439
112	Temporary Wages	-	15,345	15,345
121	Overtime Wages	32	3,000	1,000
123	Leave Expense	47,046	-	-
126	RHS Plan	1,719	1,820	1,860
128	FICA	-	951	951
129	Medicare Contribution	4,997	9,110	9,845
131	MOPC	20,298	30,639	33,172
132	Employee Insurance	58,718	84,912	96,199
133	GERP Retirement	38,791	57,600	62,363
135	Compensation Insurance	175	148	198
136	Unemployment Insurance	140	235	-
137	Staff Training and Conference	5,882	14,000	14,000
141	Uniforms and Protective Clothing	-	125	125
142	Food Allowance	-	500	1,500
	Subtotal	*549,093*	*831,149*	*899,997*
Operating and Maintenance				
210	Supplies	2,148	5,400	7,100
216	Reference Books and Materials	-	400	400
217	Dues and Subscriptions	2,132	56,100	52,400
218	NonCapital Equip and Furniture	1,826	7,500	9,500
240	Repair and Maintenance	12,065	10,100	27,500
245	Mileage Allowance	-	700	700
246	Liability Insurance	4,128	4,947	3,788
247	Safety Expenses	-	1,800	2,000
250	Prof and Contracted Services	193,630	570,000	675,000
252	Ads and Legal Notices	84	200	1,000
253	Software	-	-	22,000
259	Licenses and Permits	-	7,100	7,100
260	Utilities	573	1,300	1,300
261	Telephone Charges	2,093	3,400	3,400
263	Postage	-	600	3,000
264	Printing Copying and Binding	11	375	3,800
270	Administrative Mgmt Services	776,096	888,205	838,495
	Subtotal	*994,786*	*1,558,127*	*1,658,483*
	SERVICE TOTAL	**$ 1,543,879**	**$ 2,389,276**	**$ 2,558,480**

Budgeted Positions - Construction Inspection

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Construction Inspection Supervisor	0.150	0.150	0.150
Sr Construction Inspector	0.600	0.600	0.600
Construction Inspector	0.700	0.700	0.900
Total	**1.450**	**1.450**	**1.650**

Budget Detail - Construction Inspection

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	100,695	122,763	148,624
112	Temporary Wages	-	102	1,800
121	Overtime Wages	10,324	9,000	9,000
123	Leave Expense	16,001	-	-
126	RHS Plan	1,860	580	660
128	FICA	-	6	112
129	Medicare Contribution	1,543	1,779	2,181
131	MOPC	5,549	6,136	7,430
132	Employee Insurance	15,362	17,008	21,289
133	GERP Retirement	10,682	11,540	13,970
135	Compensation Insurance	644	668	634
136	Unemployment Insurance	39	46	-
137	Staff Training and Conference	971	450	750
141	Uniforms and Protective Clothing	-	225	225
	Subtotal	*163,669*	*170,303*	*206,675*
Operating and Maintenance				
210	Supplies	933	1,350	1,555
216	Reference Books and Materials	-	15	15
217	Dues and Subscriptions	-	150	150
218	NonCapital Equip and Furniture	-	1,725	2,410
240	Repair and Maintenance	-	90	90
246	Liability Insurance	326	433	411
247	Safety Expenses	215	225	225
249	Operating Leases and Rentals	244	450	450
253	Software	-	-	80
260	Utilities	60	-	100
261	Telephone Charges	385	1,089	1,187
264	Printing Copying and Binding	-	105	105
273	Fleet Lease Operating and Mtc	11,481	6,467	6,199
274	Fleet Lease Replacement	4,081	2,507	2,292
	Subtotal	*17,726*	*14,606*	*15,269*
Capital Outlay				
432	Vehicles	-	-	8,400
	Subtotal	-	-	*8,400*
	SERVICE TOTAL	**$ 181,394**	**$ 184,909**	**$ 230,344**

Budgeted Positions - Survey and Engineering Support

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Engineering and Surveying Technician Supervisor	0.150	0.200	0.200
Sr Engineering Technician	0.150	0.200	0.200
Engineering Technician	0.300	0.400	0.200
Total	**0.600**	**0.800**	**0.600**

Budget Detail - Survey and Engineering Support

Personal Services			**2023 Actual**		**2024 Budget**		**2025 Budget**
111	Salaries and Wages		33,101		76,640		62,430
121	Overtime Wages		-		500		375
123	Leave Expense		4,103		-		-
126	RHS Plan		352		320		240
129	Medicare Contribution		561		1,112		906
131	MOPC		2,215		3,826		3,122
132	Employee Insurance		5,950		10,603		8,965
133	GERP Retirement		4,661		7,193		5,868
135	Compensation Insurance		732		18		24
136	Unemployment Insurance		16		29		-
137	Staff Training and Conference		-		2,100		2,100
141	Uniforms and Protective Clothing		-		105		105
	Subtotal		*51,691*		*102,446*		*84,135*
Operating and Maintenance							
210	Supplies		-		1,050		1,190
216	Reference Books and Materials		-		15		15
217	Dues and Subscriptions		352		175		35
218	NonCapital Equip and Furniture		224		630		630
240	Repair and Maintenance		407		9,520		2,625
246	Liability Insurance		321		119		163
247	Safety Expenses		-		175		175
250	Prof and Contracted Services		38		12,285		12,285
253	Software		-		-		8,050
261	Telephone Charges		-		210		263
264	Printing Copying and Binding		1		70		70
273	Fleet Lease Operating and Mtc		2,353		2,031		3,083
274	Fleet Lease Replacement		2,714		2,715		1,818
	Subtotal		*6,410*		*28,995*		*30,402*
	SERVICE TOTAL	**$**	**58,101**	**$**	**131,441**	**$**	**114,537**

Budgeted Positions - Streets and Drainage Operations

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Transportation System Maintenance Manager	0.100	0.100	0.100
System Operations Supervisor	0.400	0.400	0.700
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	1.300
Water Utility Technician II	0.000	0.000	1.050
Water Utility Technician I	0.000	0.000	1.500
Total	**2.400**	**2.400**	**6.250**

Budget Detail - Streets and Drainage Operations

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	173,039	192,701	479,983
112	Temporary Wages	6,320	47,314	47,314
121	Overtime Wages	26,075	25,000	35,000
123	Leave Expense	66,350	6,000	6,500
126	RHS Plan	3,977	960	2,500
128	FICA	404	2,933	2,933
129	Medicare Contribution	5,136	3,479	7,646
131	MOPC	18,703	9,611	24,000
132	Employee Insurance	56,393	26,637	69,596
133	GERP Retirement	38,040	18,068	45,117
135	Compensation Insurance	2,645	4,374	4,023
136	Unemployment Insurance	139	73	-
137	Staff Training and Conference	3,140	7,000	12,000
141	Uniforms and Protective Clothing	5,213	6,000	6,000
142	Food Allowance	527	500	500
	Subtotal	*406,102*	*350,650*	*743,112*
Operating and Maintenance				
210	Supplies	9,055	15,520	15,430
216	Reference Books and Materials	-	200	200
217	Dues and Subscriptions	290	200	200
218	NonCapital Equip and Furniture	8,621	11,350	10,600
240	Repair and Maintenance	76,502	143,400	143,400
245	Mileage Allowance	-	200	200
246	Liability Insurance	15,413	12,690	11,920
247	Safety Expenses	11,672	10,000	10,000
249	Operating Leases and Rentals	556	7,000	7,000
250	Prof and Contracted Services	226,969	215,227	215,227
252	Ads and Legal Notices	-	250	250
253	Software	-	-	90
259	Licenses and Permits	2,657	2,000	2,000
260	Utilities	15,210	16,630	16,630
261	Telephone Charges	2,743	3,500	3,500
264	Printing Copying and Binding	-	200	200
269	Other Services and Charges	48,967	14,450	14,450
273	Fleet Lease Operating and Mtc	77,120	121,859	184,105
274	Fleet Lease Replacement	146,188	271,264	234,546
	Subtotal	*641,963*	*845,940*	*869,948*
Non-Operating Expense				
950	Bad Debt	30,269	-	-
	Subtotal	*30,269*	*-*	*-*
Capital Outlay				
432	Vehicles	-	-	277,950
440	Machinery and Equipment	-	217	217
	Subtotal	*-*	*217*	*278,167*
	SERVICE TOTAL	**$ 1,078,334**	**$ 1,196,807**	**$ 1,891,227**

Budgeted Positions - Water Quality Laboratory

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Environmental Services Manager	0.200	0.100	0.000
Water Quality Lab Supervisor	0.100	0.100	0.100
Water Quality Analyst II	0.400	0.500	0.500
Water Quality Analyst I	0.100	0.000	0.000
Water Quality Specialist II	0.200	0.200	0.200
Water Quality Specialist I	0.100	0.100	0.200
Laboratory Support Technician	0.100	0.100	0.100
Total	**1.200**	**1.100**	**1.100**

Budget Detail - Water Quality Laboratory

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	94,658	99,443	95,802
112	Temporary Wages	2,969	10,817	8,500
121	Overtime Pay	1,617	500	500
123	Leave Expense	15,231	-	-
126	RHS Plan	615	440	440
128	FICA	185	671	527
129	Medicare Contribution	1,361	1,597	1,512
131	MOPC	5,142	4,973	4,791
132	Employee Insurance	11,923	13,880	13,889
133	GERP Retirement	9,948	9,346	9,006
135	Compensation Insurance	432	737	612
136	Unemployment Insurance	34	38	-
137	Staff Training and Conference	55	450	500
141	Uniforms Protective Clothing	94	33	33
142	Food Allowance	6	10	10
	Subtotal	*144,268*	*142,935*	*136,122*
Operating and Maintenance				
210	Supplies	10,997	26,843	29,831
216	Reference Books and Materials	11	60	60
217	Dues and Subscriptions	114	510	171
218	NonCapital Equip and Furniture	264	2,010	1,878
240	Repair and Maintenance	7,256	9,430	8,980
245	Mileage Allowance	7	-	-
246	Liability Insurance	-	312	271
247	Safety Expenses	23	100	100
250	Prof and Contracted Services	20,669	24,050	37,550
252	Ads and Legal Notices	227	-	-
253	Software	-	-	3,200
261	Telephone Charges	200	200	200
263	Postage	-	13	13
273	Fleet Lease Operating and Mtc	619	67	476
274	Fleet Lease Replacement	712	712	712
	Subtotal	*41,098*	*64,307*	*83,442*
Capital Outlay				
440	Machinery and Equipment	5,104	-	24,500
	Subtotal	*5,104*	*-*	*24,500*
	SERVICE TOTAL	**$ 190,470**	**$ 207,242**	**$ 244,064**

Budgeted Positions - Water and Wastewater Operations

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Engineering Administrator	0.250	0.000	0.000
System Operations Supervisor	0.300	0.300	0.000
Water Utility Technician II	0.750	1.050	0.000
Water Utility Technician II	1.800	1.500	0.000
Total	**3.100**	**2.850**	**0.000**

Budget Detail - Water and Wastewater Operations

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	143,909	213,379	-
126	RHS Plan	-	1,140	-
129	Medicare Contribution	-	3,094	-
131	MOPC	-	10,669	-
132	Employee Insurance	-	29,568	-
133	GERP Retirement	-	20,058	-
136	Unemployment Insurance	-	82	-
	Subtotal	*143,909*	*277,990*	*-*
	SERVICE TOTAL	**$ 143,909**	**$ 277,990**	**$ -**

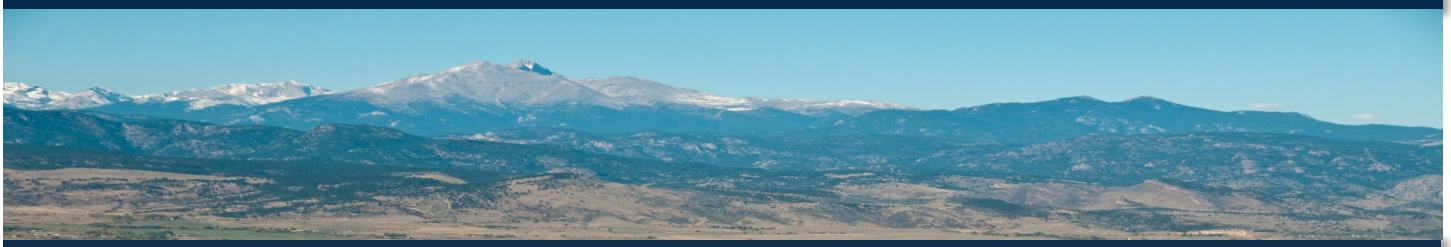
Budgeted Positions - Water Resources

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Environmental Project Specialist	0.100	0.000	0.000
Total	**0.100**	**0.000**	**0.000**

Budget Detail - Water Resources

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	8,667	-	-
126	RHS Plan	115	-	-
129	Medicare Contribution	107	-	-
131	MOPC	433	-	-
132	Employee Insurance	1,167	-	-
133	GERP Retirement	781	-	-
136	Unemployment Insurance	3	-	-
	Subtotal	*11,274*	-	-
	SERVICE TOTAL	**$ 11,274**	**$ -**	**$ -**

ALL OTHER FUNDS



- ⇒ Affordable Housing
- ⇒ Airport
- ⇒ Art in Public Places
- ⇒ Attainable Housing
- ⇒ Callahan House
- ⇒ CDBG/HOME
- ⇒ Utility Billing CIS
- ⇒ Conservation Trust
- ⇒ Downtown Development Authority
- ⇒ Downtown Parking
- ⇒ Fleet
- ⇒ General Improvement District
- ⇒ Golf
- ⇒ Harvest Junction East
- ⇒ Library Services
- ⇒ Lodgers Tax
- ⇒ Longmont Urban Renewal
- ⇒ Museum Services
- ⇒ Museum Trust
- ⇒ Open Space
- ⇒ Park and Greenway Maintenance
- ⇒ Parks Grants and Donations
- ⇒ Park Improvement
- ⇒ Probation Services
- ⇒ Public Improvement
- ⇒ Senior Services
- ⇒ Special Retail Marijuana Tax
- ⇒ Sustainability
- ⇒ Traffic Safety
- ⇒ Transportation Community Investment Fee
- ⇒ Village at the Peaks
- ⇒ Youth Services
- ⇒ Judicial Wedding Fee

Affordable Housing Fund

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.

Fund Statement

	2023 Actuals	2024 Budget	2025 Budget
Beginning Working Capital	1,733,649	6,164,069	1,168,868
Committed Working Capital		4,995,201	
Sources of Funds			
Licenses and Permits	2,660,384	-	-
Intergovernmental	1,694,305	-	-
Charges for Services	150	-	-
Interest Earnings	172,694	-	-
Interfund Transfers	1,496,543	1,481,543	1,481,543
Miscellaneous	1,296,111	1,355,000	1,655,000
Total Sources of Funds	**7,320,188**	**2,836,543**	**3,136,543**
Personal Services	472,790	628,599	839,961
Operating and Maintenance	1,320,743	2,207,944	2,296,582
Non-Operating	26,235	-	-
Capital	1,070,000	-	-
Total Expenses by Category	**2,889,768**	**2,836,543**	**3,136,543**
Contribution to/(from) Fund Balance	4,430,419	-	-
Ending Working Capital	6,164,069	1,168,868	1,168,868

Affordable Housing Fund

This service develops and administers affordable and attainable housing projects using local funds provided to the Affordable Housing Fund and Attainable Housing Fund, manages a locally-funded down payment assistance program, as well as oversees the Housing Incentive and Fee Reduction Programs and the Inclusionary Housing Program. Activities include developing project proposals, administering the monies allocated for these projects, using creative techniques to obtain additional project funding, tracking and analyzing housing policy at the local, state, and federal levels, 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, manages a development loan program, approves and monitors the use of development fee waivers and fee offsets, qualifies potential affordable home buyers, develops land use covenants and ensures long-term compliance to preserve deed-restricted housing stock, and educates the real estate and lending communities about the City's affordable housing programs.

Budgeted Positions

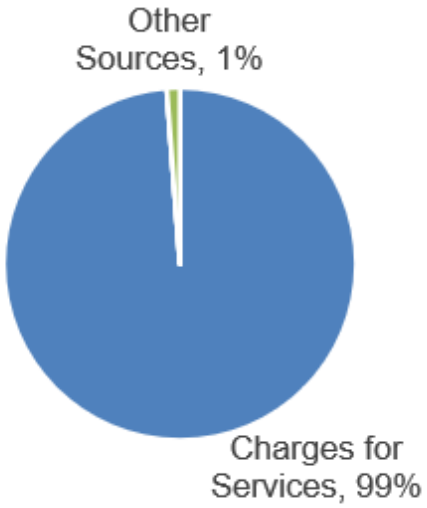
Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Housing and Community Investment Division Director	1.000	0.900	0.900
Housing Investment Manager	1.000	1.000	1.000
Affordable Housing Program Specialist	2.000	0.510	0.566
Housing Development Project Manager	0.000	1.000	1.000
Sr Accountant	0.350	1.000	1.000
Administrative Assistant	0.000	0.000	0.500
Housing Compliance Specialist	0.000	0.000	1.000
Total	**4.350**	**4.410**	**5.966**

Affordable Housing Fund

Budget Detail

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	357,399	482,574	634,858
112	Temporary Wages	125	-	-
123	Leave Expense	-	1,210	1,210
126	RHS Plan	1,294	1,736	2,386
128	FICA	8	-	-
129	Medicare Contribution	4,215	6,834	9,026
131	MOPC	17,744	23,567	31,127
132	Employee Insurance	54,897	62,828	89,920
133	GERP Retirement	31,977	44,304	58,517
135	Compensation Insurance	903	166	167
136	Unemployment Insurance	171	180	-
137	Staff Training and Conference	3,644	5,000	12,000
142	Food Allowance	414	200	750
	Subtotal	*472,790*	*628,599*	*839,961*
Operating and Maintenance				
210	Supplies	1,502	4,900	3,850
217	Dues and Subscriptions	1,756	5,000	5,000
218	NonCapital Equip and Furniture	-	4,500	6,260
240	Repair and Maintenance	93	-	-
245	Mileage Allowance	833	400	700
246	Liability Insurance	857	12,456	11,660
249	Operating Leases and Rentals	2,879	1,200	3,000
250	Prof and Contracted Services	414,293	1,830,000	1,500,000
252	Ads and Legal Notices	710	1,000	1,000
253	Software	6,000	-	17,506
261	Telephone Charges	233	500	500
263	Postage	233	1,300	500
264	Printing Copying and Binding	469	1,000	500
269	Other Services and Charges	890,884	345,688	746,106
	Subtotal	*1,320,743*	*2,207,944*	*2,296,582*
Non-Operating Expense				
928	Interest Notes and Contracts	25,151	-	-
970	Transfers to Other Funds	1,084	-	-
	Subtotal	*26,235*	-	-
Capital Outlay				
471	Land	1,070,000	-	-
	Subtotal	*1,070,000*	-	-
	SERVICE TOTAL	**$ 2,889,768**	**$ 2,836,543**	**$ 3,136,543**

Airport Fund



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.

	2023 Actual	2024 Budget	2025 Budget
OPERATING REVENUE			
Fuel Tax Refund	$ 10,162	$ 7,700	$ 7,956
Cell Tower	109,784	99,000	99,990
FBO Lease	42,334	45,500	45,955
Ramp Fee	1,834	2,125	2,146
Public Use Permit Fee	20,293	17,885	18,064
Swoop Pond	-	-	-
Hangar Leases	447,261	454,340	478,874
Fuel Flowage	8,687	8,500	8,585
Special Event Space Rental	-	-	-
Intergovernmental	80,247	668,668	-
Private Donations	-	-	-
Miscellaneous Revenue	29,572	-	-
Interest Income	28,912	-	-
Operating Transfers	-	-	-
Contribution from/(to) Fund Balance	173,975	(224,182)	17,124
TOTAL FUNDS NEEDED TO MEET EXPENSES	**$ 605,112**	**$ 1,527,900**	**$ 644,446**

Airport Fund

Fund Statement

	2023 Actuals	2024 Budget	2025 Budget
Beginning Working Capital	804,287	978,262	492,272
Committed Working Capital		261,808	
Sources of Funds			
Taxes	10,162	7,700	7,956
Intergovernmental	80,247	668,668	-
Charges for Services	174,245	164,510	166,155
Interest Earnings	28,912	-	-
Miscellaneous	485,520	462,840	487,459
Total Sources of Funds	**779,087**	**1,303,718**	**661,570**
Expenses by Category			
Personal Services	227,567	240,323	255,016
Operating and Maintenance	279,168	470,560	389,430
Non-Operating	134	183	-
Capital	98,243	816,834	-
Total Expenses by Category	**605,112**	**1,527,900**	**644,446**
Contribution to/(from) Fund Balance	173,975	(224,182)	17,124

Capital Improvement Program

2025-2029 Capital Improvement Program

Capital projects are listed below. Detailed descriptions of each project are included in the 2025-2029 Capital Improvement Program.

AIRPORT FUND PROJECTS	**2025 Budget**
TRP012 Vance Brand Airport Improvements	$ 0
TOTAL	**$ 0**

Airport Fund

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.

Goals:

- Responsible internal operations and governance
- Responsible Stewardship of our Resources
- A safe, healthy and adaptable community
- Livable centers, corridors and neighborhoods
- Housing, services, amenities and opportunities for all
- A complete, balanced and connected transportation system
- Job growth and economic vitality through innovation and collaboration

Budgeted Positions

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Airport Manager	1.000	1.000	1.000
Public Works Technician I	0.780	0.780	0.780
Total	**1.780**	**1.780**	**1.780**

Airport Fund

Budget Detail

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	168,339	179,417	186,277
121	Overtime Wages	4,664	1,300	5,800
123	Leave Expense	6,921	-	-
126	RHS Plan	400	712	712
129	Medicare Contribution	2,201	2,546	2,655
131	MOPC	8,417	8,781	9,155
132	Employee Insurance	17,852	24,333	26,549
133	GERP Retirement	15,164	16,507	17,211
135	Compensation Insurance	55	60	57
136	Unemployment Insurance	55	67	-
137	Staff Training and Conference	2,993	6,100	6,100
142	Food Allowance	505	500	500
	Subtotal	*227,567*	*240,323*	*255,016*
Operating and Maintenance				
210	Supplies	3,575	17,664	10,000
217	Dues and Subscriptions	775	2,815	1,450
218	NonCapital Equip and Furniture	-	3,100	1,600
240	Repair and Maintenance	40,844	100,000	81,650
245	Mileage Allowance	-	150	-
246	Liability Insurance	11,714	12,634	12,145
250	Prof and Contracted Services	101,685	189,000	136,250
252	Ads and Legal Notices	-	500	500
253	Software	-	-	8,029
260	Utilities	21,274	15,000	25,000
261	Telephone Charges	382	740	440
263	Postage	52	100	157
264	Printing Copying and Binding	27	200	-
269	Other Services and Charges	44	-	-
270	Administrative Mgmt Services	82,794	99,917	86,877
273	Fleet Lease Operating and Mtc	15,484	19,996	17,685
274	Fleet Lease Replacement	518	8,744	7,647
	Subtotal	*279,168*	*470,560*	*389,430*
Non-Operating Expense				
970	Transfers to Other Funds	134	183	-
	Subtotal	*134*	*183*	*-*
Capital Outlay				
432	Vehicles	17,000	-	-
	Subtotal	*17,000*	*-*	*-*
	SERVICE TOTAL	**$ 523,869**	**$ 711,066**	**$ 644,446**

Art in Public Places Fund

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 Longmont Museum.

Fund Statement

	2023 Actuals	2024 Budget	2025 Budget
Beginning Working Capital	1,104,532	1,237,827	777,146
Committed Working Capital		122,500	
Sources of Funds			
Interest Earnings	30,764	-	-
Interfund Transfers	460,474	267,640	385,950
Miscellaneous	17,597	-	-
Total Sources of Funds	**508,835**	**267,640**	**385,950**
Personal Services	147,821	177,522	186,161
Operating and Maintenance	177,718	188,299	261,582
Capital	50,000	240,000	150,000
Total Expenses by Category	**375,539**	**605,821**	**597,743**
Contribution to/(from) Fund Balance	133,296	(338,181)	(211,793)
Ending Working Capital	1,237,827	777,146	565,353

Art in Public Places Fund

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 Recreation and Culture 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.

Goals:

- Responsible internal operations and governance
- A Safe Healthy and Adaptable Community
- Responsible stewardship of our resources
- Livable centers, corridors and neighborhoods
- Housing, services, amenities and opportunities for all
- Job Growth and Economic Vitality Through Innovation and Collaboration

Budgeted Positions

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Art in Public Places Administrator	1.000	1.000	1.000
AIPP Program Assistant	0.750	0.750	0.750
Registrar	0.248	0.250	0.250
Total	**1.998**	**2.000**	**2.000**

Art in Public Places Fund

Budget Detail

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	110,164	133,754	140,923
121	Overtime Wages	283	-	-
126	RHS Plan	500	800	800
129	Medicare Contribution	1,288	1,902	2,008
131	MOPC	5,437	6,561	6,926
132	Employee Insurance	18,789	18,181	20,085
133	GERP Retirement	11,273	12,334	13,020
135	Compensation Insurance	28	940	899
136	Unemployment Insurance	41	50	-
137	Staff Training and Conference	18	3,000	1,500
	Subtotal	*147,821*	*177,522*	*186,161*
Operating and Maintenance				
210	Supplies	11,791	15,000	17,500
216	Reference Books and Materials	-	300	300
217	Dues and Subscriptions	4,681	5,000	5,000
218	Non Capital Equipment and Furniture	4,791	3,500	2,500
225	Freight	-	1,000	1,000
240	Repair and Maintenance	24,108	50,000	75,000
246	Liability Insurance	1,713	1,999	282
249	Operating Leases and Rentals	817	-	-
250	Prof and Contracted Services	127,385	100,000	150,000
252	Ads and Legal Notices	1,119	2,000	3,000
253	Software	-	-	3,000
261	Telephone Charges	1,229	3,500	2,000
263	Postage	-	2,000	500
264	Printing Copying and Binding	32	4,000	1,500
269	Other Services and Charges	52	-	-
	Subtotal	*177,718*	*188,299*	*261,582*
Capital Outlay				
473	Building and Facilty Develpmnt	50,000	240,000	150,000
	Subtotal	*50,000*	*240,000*	*150,000*
	SERVICE TOTAL	**$ 375,539**	**$ 605,821**	**$ 597,743**

Attainable Housing Fund

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).

Fund Statement

	2023 Actuals	2024 Budget	2025 Budget
Beginning Working Capital	0	917,454	0
Committed Working Capital		917,454	
Sources of Funds			
Intergovernmental	760,000	-	-
Interest Earnings	9,355	-	-
Interfund Transfers	950,000	1,000,000	1,000,000
Total Sources of Funds	**1,719,355**	**1,000,000**	**1,000,000**
Expenses by Category			
Personal Services	1,410	184,818	209,985
Operating and Maintenance	-	815,182	410,587
Capital	800,491	-	-
Total Expenses by Category	**801,900**	**1,000,000**	**620,572**
Contribution to/(from) Fund Balance	917,454	-	379,428
Ending Working Capital	917,454	0	379,428

Attainable Housing Fund

This service develops and administers affordable and attainable housing projects using local funds provided to the Affordable Housing Fund and Attainable Housing Fund, manages a locally-funded down payment assistance program, as well as oversees the Housing Incentive and Fee Reduction Programs and the Inclusionary Housing Program. Activities include developing project proposals, administering the monies allocated for these projects, using creative techniques to obtain additional project funding, tracking and analyzing housing policy at the local, state, and federal levels, 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, manages a development loan program, approves and monitors the use of development fee waivers and fee offsets, qualifies potential affordable home buyers, develops land use covenants and ensures long-term compliance to preserve deed-restricted housing stock, and educates the real estate and lending communities about the City's affordable housing programs.

Budgeted Positions

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Housing and Community Investment Division Director	1.000	0.100	0.100
Affordable Housing Program Specialist	2.000	0.500	0.500
Homeownership Specialist	0.000	1.000	1.000
Total	**3.000**	**1.600**	**1.600**

Budget Detail - Attainable Housing Fund

		2023 Actual	2024 Budget	2025 Budget
Personal Services				
111	Salaries and Wages	1,087	142,539	161,206
126	RHS Plan	-	640	640
129	Medicare Contribution	12	2,067	2,298
131	MOPC	54	7,127	7,922
132	Employee Insurance	159	18,992	22,976
133	GERP Retirement	98	13,399	14,894
135	Compensation Insurance	-	-	49
136	Unemployment Insurance	-	54	-
	Subtotal	*1,410*	*184,818*	*209,985*
Operating and Maintenance				
246	Liability Insurance	-	-	301
250	Prof and Contracted Services	-	815,182	410,286
	Subtotal	*-*	*815,182*	*410,587*
Capital Outlay				
471	Land	800,491	-	-
	Subtotal	*800,491*	*-*	*-*
	SERVICE TOTAL	**$ 801,900**	**$ 1,000,000**	**$ 620,572**

Callahan House Fund

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 Recreation and Culture Department.

Goals:

- Responsible stewardship of our resources
- Housing, services, amenities and opportunities for all

Fund Statement

	2023 Actuals	2024 Budget	2025 Budget
Beginning Working Capital	66,646	83,336	80,769
Committed Working Capital		-	
Sources of Funds			
Charges for Services	51,977	54,900	54,500
Interest Earnings	2,443	2,000	2,000
Interfund Transfers	95,970	99,854	100,510
Miscellaneous	2,506	-	-
Total Sources of Funds	**152,897**	**156,754**	**157,010**
Expenses by Category			
Personal Services	104,993	112,612	114,537
Operating and Maintenance	31,214	46,709	46,699
Total Expenses by Category	**136,207**	**159,321**	**161,236**
Contribution to/(from) Fund Balance	16,690	(2,567)	(4,226)
Ending Working Capital	83,336	80,769	76,543

Callahan House Fund

The Callahan House is used for various events, including business meetings, wedding receptions, City programming and local club regular use.

Budgeted Positions

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Callahan House Manager	1.000	1.000	1.000
Total	**1.000**	**1.000**	**1.000**

Budget Detail

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	61,731	77,053	78,136
112	Temporary Wages	18,459	11,764	11,764
126	RHS Plan	4,868	400	400
128	FICA	1,191	729	729
129	Medicare Contribution	1,078	1,263	1,285
131	MOPC	2,717	3,765	3,840
132	Employee Insurance	7,938	10,436	11,136
133	GERP Retirement	6,477	7,079	7,219
136	Unemployment Insurance	24	29	-
	Subtotal	*104,993*	*112,612*	*114,537*
Operating and Maintenance				
210	Supplies	2,053	5,773	5,773
217	Dues and Subscriptions	108	1,000	1,000
218	NonCapital Equip and Furniture	1,874	1,500	1,500
240	Repair and Maintenance	1,938	3,350	3,350
245	Mileage Allowance	19	1,138	1,138
246	Liability Insurance	234	267	257
250	Prof and Contracted Services	21,737	18,500	18,500
252	Ads and Legal Notices	1,964	12,700	12,700
259	Licenses and Permits	394	450	450
261	Telephone Charges	274	500	500
263	Postage	-	500	500
264	Printing Copying and Binding	118	1,031	1,031
269	Other Services and Charges	500	-	-
	Subtotal	*31,214*	*46,709*	*46,699*
	SERVICE TOTAL	**$ 136,207**	**$ 159,321**	**$ 161,236**

Community Development Block Grant Fund

The Community Development Block Grant Fund tracks the City's use of federal grants from the U.S. Department of Housing and Urban Development (HUD) and various state grants. City staff assemble a proposed spending program for the annual grants from HUD, and the Housing and Human Services Advisory Board reviews the requests for project funding. These recommendations are then presented to City Council for formal approval. At least two public hearings are held to solicit comments from the public as per HUD requirements. .

Fund Statement

	2023 Actuals	2024 Budget	2025 Budget
Beginning Working Capital	571,540	102,044	98,420
Committed Working Capital		3,624	
Sources of Funds			
Intergovernmental	864,649	1,268,475	478,873
Miscellaneous	-	5,000	5,000
Total Sources of Funds	**864,649**	**1,273,475**	**483,873**
Personal Services	148,646	123,701	117,070
Operating and Maintenance	1,037,135	1,149,774	366,803
Capital	148,365	-	-
Total Expenses by Category	**1,334,146**	**1,273,475**	**483,873**
Contribution to/(from) Fund Balance	(469,496)	-	-
Ending Working Capital	102,044	98,420	98,420

Community Development Block Grant Fund

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 HOME-funded 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.

Goals:

- Responsible internal operations and governance
- Job growth and economic vitality through innovation and collaboration
- Livable centers, corridors and neighborhoods
- Responsible stewardship of our resources
- Housing, services, amenities and opportunities for all
- A safe, healthy and adaptable community

Budgeted Positions

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Affordable Housing Program Specialist	1.000	0.990	0.934
Sr Accountant	0.150	0.000	0.000
Total	**1.150**	**0.990**	**0.934**

Community Development Block Grant Fund

Budget Detail

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	116,318	95,726	88,844
126	RHS Plan	535	424	374
129	Medicare Contribution	1,447	1,332	1,288
131	MOPC	5,872	4,592	4,442
132	Employee Insurance	13,901	12,086	12,882
133	GERP Retirement	10,573	8,634	8,351
135	Compensation Insurance	-	872	889
136	Unemployment Insurance	-	35	-
	Subtotal	*148,646*	*123,701*	*117,070*
Operating and Maintenance				
217	Dues and Subscriptions	150	-	-
246	Liability Insurance	-	220	202
250	Prof and Contracted Services	622,776	949,342	100,000
252	Ads and Legal Notices	467	-	-
264	Printing Copying and Binding	366	-	-
269	Other Services and Charges	413,375	200,212	266,601
	Subtotal	*1,037,135*	*1,149,774*	*366,803*
	SERVICE TOTAL	**$ 1,185,781**	**$ 1,273,475**	**$ 483,873**

Utility Billing Customer Information Fund

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.

Fund Statement

	2023 Actuals	2024 Budget	2025 Budget
Beginning Working Capital	6,940,738	6,689,478	384,115
Committed Working Capital		5,518,326	
Sources of Funds			
Interest Earnings	203,039	-	-
Interfund Transfers	-	-	900,000
Miscellaneous	114,324	-	-
Total Sources of Funds	**317,363**	**-**	**900,000**
Personal Services	488,179	785,701	1,282,836
Operating and Maintenance	42,943	1,336	1,279
Capital	37,500	-	-
Total Expenses by Category	**568,623**	**787,037**	**1,284,115**
Contribution to/(from) Fund Balance	(251,260)	(787,037)	(384,115)
Ending Working Capital	6,689,478	384,115	0

Utility Billing Customer Information Fund Overview

This technology project includes replacement of the existing Utility Billing customer information service (CIS), which is over 20 years old.

Budgeted Positions

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Director of Project Deployment	0.375	0.375	0.375
Process Analyst	0.000	0.000	2.000
Applications Support Analyst	2.000	2.000	2.000
CIS and AMI Administrative Analyst	0.500	0.500	0.500
Sr Customer Service Representative	1.000	1.000	1.000
Customer Service Representative	1.000	1.000	5.000
Billing Specialist	1.000	1.000	1.000
CIS Business Analyst	1.000	1.000	0.000
Total	**6.875**	**6.875**	**11.875**

Budget Detail

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	308,207	606,881	984,659
121	Overtime Wages	777	-	-
123	Leave Expense	27,662	-	-
126	RHS Plan	950	2,750	4,750
129	Medicare Contribution	4,037	8,623	14,033
131	MOPC	16,743	29,553	48,396
132	Employee Insurance	50,996	81,906	139,824
133	GERP Retirement	52,441	55,561	90,983
135	Compensation Insurance	180	200	191
136	Unemployment Insurance	186	227	-
137	Staff Training and Conference	26,000	-	-
	Subtotal	*488,179*	*785,701*	*1,282,836*
Operating and Maintenance				
210	Supplies	829	-	-
218	NonCapital Equip and Furniture	7,989	-	-
246	Liability Insurance	-	1,336	1,279
250	Prof and Contracted Services	32,505	-	-
252	Ads and Legal Notices	1,621	-	-
	Subtotal	*42,943*	*1,336*	*1,279*
Capital Outlay				
475	Building and Facilty Development	37,500	-	-
	Subtotal	*37,500*	-	-
	SERVICE TOTAL	**$ 568,623**	**$ 787,037**	**$ 1,284,115**

Conservation Trust Fund

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.

Fund Statement

	2023 Actuals	2024 Budget	2025 Budget
Beginning Working Capital	7,273,357	7,746,118	657,142
Committed Working Capital		7,356,489	
Sources of Funds			
Intergovernmental	1,397,864	1,000,000	1,150,000
Interest Earnings	223,439	100,000	25,000
Miscellaneous	128,636	-	-
Total Sources of Funds	**1,749,939**	**1,100,000**	**1,175,000**
Personal Services	189,667	236,447	109,135
Operating and Maintenance	70,281	74,395	509,960
Capital	1,017,230	521,645	17,500
Total Expenses by Category	**1,277,177**	**832,487**	**636,595**
Contribution to/(from) Fund Balance	472,761	267,513	538,405
Ending Working Capital	7,746,118	657,142	1,195,547

Capital Improvement Program

2025-2029 Capital Improvement Program

Capital projects are listed below. Detailed descriptions of each project are included in the 2025-2029 Capital Improvement Program.

CONSERVATION TRUST FUND PROJECT	2025 Budget
PRO05B St. Vrain Greenway	$ -
PRO200 Public Education and Interpretive Signage	17,500
TOTAL	**$ 17,500**

Conservation Trust Fund

Budget Detail

Personal Services		2023 Actual	2024 Budget	2025 Budget
112	Temporary Wages	171,199	220,934	100,000
121	Overtime Wages	4,195	-	-
128	FICA	10,879	11,871	6,200
129	Medicare Contribution	2,544	2,776	1,450
135	Compensation Insurance	849	866	1,485
	Subtotal	*189,667*	*236,447*	*109,135*
Operating and Maintenance				
246	Liability Insurance	203	1,378	1,390
250	Prof and Contracted Services	63,657	73,017	505,570
253	Software	-	-	3,000
261	Telephone Charges	77	-	-
	Subtotal	*63,938*	*74,395*	*509,960*
	SERVICE TOTAL	**$ 253,604**	**$ 310,842**	**$ 619,095**

Downtown Development Authority Fund

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.

Overview—All LDDA Funds

	2023 Actual	2024 Budget	2025 Budget
Personal Services	403,422	437,692	456,791
Operating and Maintenance	605,067	847,455	954,030
Non-Operating	966,035	1,197,808	1,273,335
Capital	129,204	496,221	1,006,221
TOTAL	**$ 2,103,728**	**$ 2,979,176**	**$ 3,690,377**

Downtown Development Authority Fund - Statements

Fund Statement - Downtown Development Authority Operations Fund

	2023 Actuals	2024 Budget	2025 Budget
Beginning Working Capital	378,186	375,110	383,550
Committed Working Capital		17,537	
Sources of Funds			
Taxes	308,292	350,874	316,713
Interest Earnings	13,670	6,000	9,000
Interfund Transfers	23,340	23,340	100,780
Miscellaneous	26,698	30,700	33,600
Total Sources of Funds	**372,000**	**410,914**	**460,093**
Expenses by Category			
Personal Services	245,016	255,349	269,375
Operating and Maintenance	118,060	127,755	124,130
Non-Operating	12,000	1,833	-
Total Expenses by Category	**375,076**	**384,937**	**393,505**
Contribution to/(from) Fund Balance	(3,076)	25,977	66,588
Ending Working Capital	375,110	383,550	450,138

Downtown Development Authority Operations

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.

Budgeted Positions - Downtown Development Authority Operations

Budgeted Positions:	**2023 Budget**	**2024 Budget**	**2025 Budget**
LDDA Executive Director	0.700	0.700	0.700
Downtown Specialist	0.000	0.493	0.493
LDDA Program Coordinator	0.350	0.350	0.350
Business Project Manager/Volunteer Coordinator	0.491	0.000	0.000
Total	**1.541**	**1.543**	**1.543**

Downtown Development Authority Operations Fund

Budget Detail

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	189,365	190,157	201,367
121	Overtime Wages	-	2,000	-
123	Leave Expense	-	2,500	2,500
126	RHS Plan	2,099	617	617
129	Medicare Contribution	2,366	2,747	2,902
131	MOPC	8,941	9,472	10,007
132	Employee Insurance	23,731	25,766	29,019
133	GERP Retirement	16,106	17,807	18,813
135	Compensation Insurance	54	63	-
136	Unemployment Insurance	59	70	-
137	Staff Training and Conference	2,294	4,000	4,000
142	Food Allowance	-	150	150
	Subtotal	*245,016*	*255,349*	*269,375*
Operating and Maintenance				
210	Supplies	6,477	7,400	7,500
217	Dues and Subscriptions	1,941	1,950	1,550
218	NonCapital Equip and Furniture	3,139	15,000	2,500
240	Repair and Maintenance	3,374	5,530	5,330
245	Mileage Allowance	-	1,000	250
246	Liability Insurance	13,144	15,400	16,300
249	Operating Leases and Rentals	45,979	47,500	52,000
250	Prof and Contracted Services	39,117	26,425	31,500
253	Software	-	-	150
260	Utilities	480	750	750
261	Telephone Charges	394	1,000	1,000
263	Postage	139	300	300
264	Printing Copying and Binding	1,700	2,500	2,500
269	Other Services and Charges	2,175	3,000	2,500
	Subtotal	*118,060*	*127,755*	*124,130*
Non-Operating Expense				
970	Transfers to Other Funds	12,000	1,833	-
	Subtotal	*12,000*	*1,833*	-
	SERVICE TOTAL	**$ 375,076**	**$ 384,937**	**$ 393,505**

Downtown Development Authority Fund - Statements

Fund Statement - Downtown Development Authority Construction Fund

	2023 Actuals	2024 Budget	2025 Budget
Beginning Working Capital	2,004,004	2,396,135	501,254
Committed Working Capital		1,894,881	
Sources of Funds			
Licenses and Permits	-	-	-
Charges for Services	58,400	58,400	58,400
Interest Earnings	67,256	25,000	25,000
Miscellaneous	85,834	-	-
Proceeds from Advance	545,475	782,161	1,596,880
Total Sources of Funds	**756,964**	**865,561**	**1,680,280**
Expenses by Category			
Operating and Maintenance	264,127	348,500	348,500
Non-Operating	20,840	20,840	98,200
Capital	79,867	496,221	1,006,221
Total Expenses by Category	**364,834**	**865,561**	**1,452,921**
Contribution to/(from) Fund Balance	392,130	-	227,359
Ending Working Capital	2,396,135	501,254	728,613

Capital Improvement Program

2025-2029 Capital Improvement Program

Capital projects are listed below. Detailed descriptions of each project are included in the 2025-2029 Capital Improvement Program.

DOWNTOWN DEVELOPMENT AUTHORITY FUND PROJECTS	2025 Budget
DTR008 Downtown Alley & Breezeway Improvements	$ 60,000
DTR033 Wayfinding	50,000
DTR037 600 Main Rehabilitation	800,000
TOTAL	$ 910,000

Downtown Development Authority Fund - Statements

Fund Statement - Downtown Development Authority Debt Service Fund

	2023 Actuals	2024 Budget	2025 Budget
Beginning Working Capital	3,552,636	4,458,248	4,081,067
Committed Working Capital		854,000	
Sources of Funds			
Taxes	1,646,464	1,649,454	1,300,000
Interest Earnings	118,814	-	-
Miscellaneous	71,029	-	-
Total Sources of Funds	**1,836,307**	**1,649,454**	**1,300,000**
Non-Operating	930,695	1,172,635	1,172,635
Total Expenses by Category	**930,695**	**1,172,635**	**1,172,635**
Contribution to/(from) Fund Balance	905,612	476,819	127,365
Ending Working Capital	4,458,248	4,081,067	4,208,432

Downtown Development Authority Fund - Statements

Fund Statement - Downtown Development Authority Building Permit Fund

	2023 Actuals	2024 Budget	2025 Budget
Beginning Working Capital	503,522	715,710	359,840
Committed Working Capital		353,370	
Sources of Funds			
Intergovernmental	209,038	60,000	63,500
Interest Earnings	16,034	-	-
Miscellaneous	9,842	-	-
Total Sources of Funds	**234,914**	**60,000**	**63,500**
Operating and Maintenance	20,225	60,000	150,000
Non-Operating	2,500	2,500	2,500
Total Expenses by Category	**22,725**	**62,500**	**152,500**
Contribution to/(from) Fund Balance	212,188	(2,500)	(89,000)
Ending Working Capital	715,710	359,840	270,840

Downtown Development Authority Fund - Statements

Fund Statement - Downtown Development Arts and Entertainment Fund

	2023 Actuals	2024 Budget	2025 Budget
Beginning Working Capital	162,445	283,424	242,021
Committed Working Capital		40,534	
Sources of Funds			
Intergovernmental	8,000	11,500	11,500
Charges for Services	115,638	94,700	82,000
Interest Earnings	8,234	-	-
Interfund Transfers	12,000	-	-
Miscellaneous	6,639	-	-
Proceeds from Advance	380,865	386,474	425,316
Total Sources of Funds	**531,375**	**492,674**	**518,816**
Personal Services	158,406	182,343	187,416
Operating and Maintenance	251,991	311,200	331,400
Total Expenses by Category	**410,397**	**493,543**	**518,816**
Contribution to/(from) Fund Balance	120,978	(869)	-
Ending Working Capital	283,424	242,021	242,021

Downtown Development Arts and Entertainment Fund

Budgeted Positions

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
LDDA Executive Director	0.150	0.150	0.150
LDDA Program Coordinator	0.350	0.350	0.350
LDDA Marketing Specialist	1.000	0.910	0.950
Total	**1.500**	**1.410**	**1.450**

Budget Detail

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	116,205	127,113	134,502
112	Temporary Wages	3,974	15,000	10,000
121	Overtime Wages	1,286	-	-
123	Leave Expense	-	700	700
126	RHS Plan	816	564	580
128	FICA	247	930	620
129	Medicare Contribution	1,398	2,036	2,069
131	MOPC	5,645	6,265	6,635
132	Employee Insurance	17,972	17,262	19,238
133	GERP Retirement	10,783	11,780	12,472
135	Compsensation Insurance	41	45	-
136	Unemployment Insurance	40	48	-
137	Staff Training and Conference	-	500	500
142	Food Allowance	-	100	100
	Subtotal	*158,406*	*182,343*	*187,416*
Operating and Maintenance				
210	Supplies	14,894	11,500	16,000
217	Dues and Subscriptions	4,348	4,600	7,300
245	Mileage Allowance	-	200	200
246	Liability Insurance	500	2,000	2,000
250	Prof and Contracted Services	162,344	223,500	235,500
252	Ads and Legal Notices	24,967	24,500	23,000
253	Software	-	-	2,650
260	Utilities	8,798	9,500	9,500
261	Telephone Charges	587	-	600
263	Postage	230	1,500	1,000
264	Printing Copying and Binding	31,014	29,000	28,650
269	Other Services and Charges	4,310	4,900	5,000
	Subtotal	*251,991*	*311,200*	*331,400*
	SERVICE TOTAL	**$ 410,397**	**$ 493,543**	**$ 518,816**

Downtown Parking Fund

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.

Fund Statement

	2023 Actuals	2024 Budget	2025 Budget
Beginning Working Capital	324,923	321,409	160,674
Committed Working Capital		111,386	
Sources of Funds			
Licenses and Permits	87,395	75,000	70,000
Interest Earnings	9,181	5,000	5,000
Miscellaneous	5,145	-	-
Total Sources of Funds	**101,720**	**80,000**	**75,000**
Personal Services	61,072	62,304	65,555
Operating and Maintenance	44,162	57,045	65,175
Capital	-	10,000	10,000
Total Expenses by Category	**105,234**	**129,349**	**140,730**
Contribution to/(from) Fund Balance	(3,514)	(49,349)	(65,730)
Ending Working Capital	321,409	160,674	94,944

Capital Improvement Program

2025-2029 Capital Improvement Program

Capital projects are listed below. Detailed descriptions of each project are included in the 2025-2029 Capital Improvement Program.

DOWNTOWN PARKING SPECIAL REVENUE FUND PROJECTS	**2025 Budget**
DTR023 Downtown Parking Lot Improvements	$ 10,000
TOTAL	**$ 10,000**

Downtown Parking Fund Overview

Budgeted Positions

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
LDDA Executive Director	0.100	0.100	0.100
Downtown Specialist	0.000	0.141	0.141
LDDA Program Coordinator	0.250	0.250	0.250
Business Project Manager/Volunteer Coordinator	0.140	0.000	0.000
Total	**0.490**	**0.491**	**0.491**

Budget Detail

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	47,288	47,558	49,883
123	Leave Expense	-	500	500
126	RHS Plan	476	196	196
129	Medicare Contribution	591	687	715
131	MOPC	2,273	2,370	2,467
132	Employee Insurance	6,322	6,501	7,155
133	GERP Retirement	4,094	4,457	4,639
135	Compensation Insurance	13	17	-
136	Unemployment Insurance	15	18	-
	Subtotal	*61,072*	*62,304*	*65,555*
Operating and Maintenance				
210	Supplies	1,977	2,100	2,100
217	Dues and Subscriptions	11	-	-
218	NonCapital Equip and Furniture	126	-	-
240	Repair and Maintenance	633	1,500	1,450
246	Liability Insurance	5,729	5,170	7,600
249	Operating Leases and Rentals	8,621	8,725	9,825
250	Prof and Contracted Services	18,819	31,100	33,500
252	Ads and Legal Notices	-	2,000	2,000
260	Utilities	2,605	2,850	3,100
261	Telephone Charges	177	-	-
263	Postage	10	100	100
264	Printing Copying and Binding	654	3,000	4,000
269	Other Services and Charges	1,477	500	1,500
	Subtotal	*40,841*	*57,045*	*65,175*
	SERVICE TOTAL	**$ 101,913**	**$ 119,349**	**$ 130,730**

Fleet Services Fund

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.

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.

Fund Statement

	2023 Actuals	2024 Budget	2025 Budget
Beginning Working Capital	17,721,940	22,328,779	6,484,158
Committed Working Capital		13,341,325	
Sources of Funds			
Interest Earnings	988,987	152,678	1,000,000
Interfund Transfers	12,703,742	12,908,674	12,458,516
Miscellaneous	820,829	450,000	250,000
Total Sources of Funds	**14,513,558**	**13,511,352**	**13,708,516**
Personal Services	1,998,878	2,321,385	2,749,975
Operating and Maintenance	4,047,183	3,675,429	5,033,747
Non-Operating	8,233	26,775	-
Capital	3,852,424	9,991,059	6,760,888
Total Expenses by Category	**9,906,719**	**16,014,648**	**14,544,610**
Contribution to/(from) Fund Balance	4,606,840	(2,503,296)	(836,094)
Ending Working Capital	22,328,779	6,484,158	5,648,064

Fleet Services Fund

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.

Goals:

- Responsible internal operations and governance

Capital Improvement Program

2025-2029 Capital Improvement Program

Capital projects are listed below. Detailed descriptions of each project are included in the 2025-2029 Capital Improvement Program.

FLEET FUND PROJECTS	2025 Budget
PBF002 Municiap Buildings ADA Improvements	$ 20,000
PBF163 Municipal Buildings Keyless Entry	10,810
PBF225 Electric Vehicle Charging Stations	1,161,500
TOTAL	**$ 1,192,310**

Budgeted Positions

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Fleet Manager	1.000	1.000	1.000
Fleet Operations Supervisor	1.000	1.000	1.000
EVT Technician	2.000	4.000	2.000
Lead Master Equipment Technician	1.000	1.000	1.000
Master ASE Equipment Technician II	7.000	7.000	9.000
Equipment Technician I	1.000	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	1.000	1.000
Administrative Assistant	1.000	1.000	1.000
Project Management Office Manager	0.000	0.020	0.020
Project Management Office Administrative Analyst	0.000	0.020	0.020
Total	**18.000**	**21.040**	**21.040**

Fleet Services Fund

Budget Detail

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	1,109,237	1,608,482	1,929,694
112	Temporary Wages	41,507	-	50,000
121	Overtime Wages	125,747	58,250	91,750
122	Longevity Compensation	2,580	2,640	1,900
123	Leave Expense	182,980	5,000	5,000
126	RHS Plan	9,575	8,416	8,416
128	FICA	2,602	-	3,100
129	Medicare Contribution	16,409	25,644	27,539
131	MOPC	63,507	87,150	92,465
132	Employee Insurance	217,915	240,642	268,136
133	GERP Retirement	130,749	163,839	173,823
135	Compensation Insurance	35,462	35,693	12,252
136	Unemployment Insurance	480	669	-
137	Staff Training and Conference	46,485	69,160	69,800
141	Uniforms Protective Clothing	13,478	15,500	15,500
142	Food Allowance	166	300	600
	Subtotal	*1,998,878*	*2,321,385*	*2,749,975*
Operating and Maintenance				
210	Supplies	46,518	40,055	5,500
216	Reference Books and Materials	-	100	500
217	Dues and Subscriptions	774	1,050	3,660
218	NonCapital Equip and Furniture	62,991	58,988	84,100
220	Gas and Oil	1,180,232	1,500,000	1,900,000
221	Parts	1,139,132	950,000	1,050,000
225	Freight	-	300	300
240	Repair and Maintenance	184,526	182,401	219,350
246	Liability Insurance	7,161	8,286	7,409
247	Safety Expenses	9,512	7,000	9,000
249	Operating Leases and Rentals	440,724	70,632	330,168
250	Prof and Contracted Services	569,162	395,500	804,500
253	Software	-	-	90,900
259	Licenses and Permits	839	1,620	1,500
260	Utilities	22,015	25,000	25,000
261	Telephone Charges	3,747	3,600	4,500
263	Postage	19	100	246
264	Printing Copying and Binding	623	350	250
265	Loss on Obsolete Items	-	-	10,000
270	Administrative Mgmt Services	373,204	425,447	481,864
272	Electric Vehicle Charging	4,652	5,000	5,000
	Subtotal	*4,047,183*	*3,675,429*	*5,033,747*
Non-Operating Expense				
970	Transfers to Other Funds	8,233	26,775	-
	Subtotal	*8,233*	*26,775*	-
Capital Outlay				
432	Vehicles	3,774,742	8,515,739	5,469,578
440	Machinery and Equipment	4,200	39,100	99,000
	Subtotal	*3,778,942*	*8,554,839*	*5,568,578*
	SERVICE TOTAL	**$ 9,833,236**	**$ 14,578,428**	**$ 13,352,300**

General Improvement District No. 1 Fund

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.

Fund Statement

	2023 Actuals	2024 Budget	2025 Budget
Beginning Working Capital	249,579	307,852	292,687
Committed Working Capital		1,646	
Sources of Funds			
Taxes	205,051	173,791	182,565
Interest Earnings	10,051	2,000	4,000
Miscellaneous	5,740	-	-
Total Sources of Funds	**220,842**	**175,791**	**186,565**
Personal Services	43,628	46,034	48,137
Operating and Maintenance	118,941	143,276	148,134
Total Expenses by Category	**162,569**	**189,310**	**196,271**
Contribution to/(from) Fund Balance	58,273	(13,519)	(9,706)
Ending Working Capital	307,852	292,687	282,981

General Improvement District No. 1 Fund Overview

Budgeted Positions

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
LDDA Executive Director	0.050	0.050	0.050
Downtown Specialist	0.000	0.246	0.246
LDDA Program Coordinator	0.050	0.050	0.050
Business Project Manager/Volunteer Coordinator	0.250	0.000	0.000
Total	**0.350**	**0.346**	**0.346**

Budget Detail

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	34,283	34,882	36,394
123	Leave Expense	-	700	700
126	RHS Plan	448	139	139
129	Medicare Contribution	436	504	521
131	MOPC	1,653	1,737	1,797
132	Employee Insurance	3,786	4,780	5,209
133	GERP Retirement	3,003	3,266	3,377
135	Compensation Insurance	8	13	-
136	Unemployment Insurance	11	13	-
	Subtotal	*43,628*	*46,034*	*48,137*
Operating and Maintenance				
210	Supplies	9,060	11,700	13,200
217	Dues and Subscriptions	4	-	-
218	NonCapital Equip and Furniture	42	-	-
240	Repair and Maintenance	3,269	5,800	5,800
246	Liability Insurance	7,172	8,000	9,100
249	Operating Leases and Rentals	2,874	3,120	3,320
250	Prof and Contracted Services	81,244	86,500	90,000
260	Utilities	30	150	180
261	Telephone Charges	142	-	150
263	Postage	3	50	50
264	Printing Copying and Binding	-	150	150
269	Other Services and Charges	-	150	150
270	Administrative Mgmt Services	15,100	27,656	26,034
	Subtotal	*118,941*	*143,276*	*148,134*
	SERVICE TOTAL	**$ 162,569**	**$ 189,310**	**$ 196,271**

Golf Fund

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 External Services—Recreation and Culture.

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.

Fund Statement

	2023 Actuals	2024 Budget	2025 Budget
Beginning Working Capital	5,603,753	6,975,525	1,916,863
Committed Working Capital		4,190,946	
Sources of Funds			
Intergovernmental	7,354	-	-
Charges for Services	4,498,833	3,177,577	4,092,254
Interest Earnings	151,494	6,015	7,746
Miscellaneous	102,196	-	-
Total Sources of Funds	**4,759,877**	**3,183,592**	**4,100,000**
Expenses by Category			
Personal Services	1,344,696	1,690,540	1,795,597
Operating and Maintenance	1,692,728	1,703,300	1,756,033
Non-Operating	58,709	406,543	200,000
Capital	291,971	250,925	201,570
Total Expenses by Category	**3,388,105**	**4,051,308**	**3,953,200**
Contribution to/(from) Fund Balance	1,371,772	(867,716)	146,800
Ending Working Capital	6,975,525	1,916,863	2,063,663

Capital Improvement Program

2025-2029 Capital Improvement Program

Capital projects are listed below. Detailed descriptions of each project are included in the 2025-2029 Capital Improvement Program.

GOLF FUND PROJECTS	**2025 Budget**
PBF001 Municipal Buildings Roof Improvements	$ 42,108
PRO191 Golf Buildings & Golf Courses Rehab	78,862
TOTAL	**$ 120,970**

Golf Fund

Golf Administration

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.

Goals:

- Responsible internal operations and governance
- Housing, services, amenities and opportunities for all
- A safe, healthy and adaptable community

Sunset, Twin Peaks and Union Golf Course

This service includes the costs for operations, maintenance and improvements at each 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.

Budgeted Positions - Golf Administration

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Recreation and Golf Superintendent	0.000	0.400	0.400
Administrative Analyst	0.180	0.180	0.180
Administrative Assistant	0.750	0.750	0.750
Sr Communications and Marketing Manager	0.000	0.195	0.195
Recreation and Golf Manager	0.400	0.000	0.000
Communications and Marketing Manager	0.195	0.000	0.000
Total	**1.525**	**1.525**	**1.525**

Golf Fund

Budget Detail - Golf Administration

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	113,341	145,411	150,940
121	Overtime Wages	60	-	-
123	Leave Expense	2,469	5,000	5,000
126	RHS Plan	1,030	610	610
129	Medicare Contribution	1,377	1,870	1,957
131	MOPC	5,780	6,449	6,752
132	Employee Insurance	18,846	17,872	19,581
133	GERP Retirement	12,094	12,123	12,694
135	Compensation Insurance	801	1,199	1,022
136	Unemployment Insurance	44	50	-
137	Staff Training and Conference	1,292	2,400	2,400
142	Food Allowance	143	400	400
	Subtotal	*157,276*	*193,384*	*201,356*
Operating and Maintenance				
210	Supplies	674	2,500	2,500
216	Reference Books and Materials	-	100	100
217	Dues and Subscriptions	3,968	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	717	781	737
249	Operating Leases and Rentals	351	-	-
250	Prof and Contracted Services	4,418	5,600	5,600
252	Ads and Legal Notices	-	14,700	14,700
261	Telephone Charges	716	600	600
263	Postage	116	1,000	1,000
264	Printing Copying and Binding	-	2,000	2,000
270	Administrative Mgmt Services	245,842	191,373	269,726
	Subtotal	*256,802*	*223,289*	*301,598*
Non-Operating Expense				
927	Principal Notes and Contracts	-	200,000	200,000
928	Interest Notes and Contracts	51,122	-	-
970	Transfers to Other Funds	7,587	6,543	-
	Subtotal	*58,709*	*206,543*	*200,000*
Capital Outlay				
432	Vehicles	9,405	-	-
	Subtotal	*9,405*	-	-
	SERVICE TOTAL	**$ 482,192**	**$ 623,216**	**$ 702,954**

Golf Fund

Budgeted Positions - Sunset Golf Course

Budgeted Positions:	2023 Budget	2024 Budget	2025 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**

Budget Detail - Sunset Golf Course

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	89,774	168,885	186,868
112	Temporary Wages	79,606	81,827	81,827
121	Overtime Wages	5,061	4,079	4,329
123	Leave Expense	18,816	-	-
126	RHS Plan	937	1,000	1,000
128	FICA	4,936	5,073	5,073
129	Medicare Contribution	2,528	3,635	3,896
131	MOPC	5,168	8,444	9,343
132	Employee Insurance	15,386	23,402	27,096
133	GERP Retirement	14,082	15,875	17,566
135	Compensation Insurance	1,531	2,540	2,489
136	Unemployment Insurance	52	64	-
141	Uniforms Protective Clothing	519	760	760
	Subtotal	*238,395*	*315,584*	*340,247*
Operating and Maintenance				
210	Supplies	4,634	4,753	4,753
218	NonCapital Equip and Furniture	20	4,200	3,000
222	Chemicals	10,629	16,539	16,539
240	Repair and Maintenance	9,023	28,600	28,600
243	Supplies	-	718	-
246	Liability Insurance	2,583	3,917	10,143
247	Safety Expenses	53	600	600
249	Operating Leases and Rentals	44,940	47,909	47,909
250	Prof and Contracted Services	55,164	54,936	54,936
253	Software	-	-	718
259	Licenses and Permits	-	200	200
260	Utilities	11,987	19,000	19,000
261	Telephone Charges	1,241	2,074	2,074
264	Printing Copying and Binding	1,069	2,200	2,200
269	Other Services and Charges	18,834	20,930	20,930
273	Fleet Lease Operating and Mtc	4,204	14,390	16,280
274	Fleet Lease Replacement	42,069	39,465	34,157
	Subtotal	*206,452*	*260,431*	*262,039*
Capital Outlay				
440	Machinery and Equipment	30,011	-	-
	Subtotal	*30,011*	-	-
	SERVICE TOTAL	**$ 474,857**	**$ 576,015**	**$ 602,286**

Budgeted Positions - Twin Peaks Golf Course

Budgeted Positions:	2023 Budget	2024 Budget	2025 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**

Budget Detail - Twin Peaks Golf Course

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	187,356	250,445	274,469
112	Temporary Wages	62,654	158,785	158,785
121	Overtime Wages	4,701	5,668	6,018
123	Leave Expense	35,155	-	-
126	RHS Plan	2,615	1,400	1,400
128	FICA	3,885	9,845	9,845
129	Medicare Contribution	3,759	5,933	6,283
131	MOPC	10,829	12,522	13,723
132	Employee Insurance	33,754	34,704	39,798
133	GERP Retirement	21,097	23,542	25,800
135	Compensation Insurance	2,589	4,303	4,361
136	Unemployment Insurance	77	96	-
141	Uniforms Protective Clothing	695	1,400	1,400
	Subtotal	*369,167*	*508,643*	*541,882*
Operating and Maintenance				
210	Supplies	10,810	19,783	19,783
218	NonCapital Equip and Furniture	5,280	10,400	4,000
222	Chemicals	29,740	37,503	37,503
228	Supplies	-	1,000	1,000
240	Repair and Maintenance	60,107	72,110	72,110
243	Supplies	-	718	-
246	Liability Insurance	19,512	10,127	9,629
247	Safety Expenses	388	1,400	1,400
249	Operating Leases and Rentals	74,834	75,863	75,863
250	Prof and Contracted Services	70,132	69,480	69,480
253	Software	-	-	718
259	Licenses and Permits	-	200	200
260	Utilities	53,988	54,945	54,945
261	Telephone Charges	3,937	5,066	5,066
264	Printing Copying and Binding	736	2,900	2,900
269	Other Services and Charges	43,975	46,300	46,300
273	Fleet Lease Operating and Mtc	25,310	26,574	22,897
274	Fleet Lease Replacement	109,140	105,503	95,630
	Subtotal	*507,890*	*539,872*	*519,424*
Capital Outlay				
432	Vehicles	-	-	13,000
440	Machinery and Equipment	6,402	-	-
	Subtotal	*6,402*	*-*	*13,000*
	SERVICE TOTAL	**$ 883,459**	**$ 1,048,515**	**$ 1,074,306**

Budgeted Positions - Ute Creek Golf Course

Budgeted Positions:	2023 Budget	2024 Budget	2025 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**

Budget Detail - Ute Creek Golf Course

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	236,227	291,226	318,270
112	Temporary Wages	180,524	244,861	244,861
121	Overtime Wages	4,031	6,355	6,355
123	Leave Expense	45,297	-	-
126	RHS Plan	2,387	1,600	1,600
128	FICA	11,205	15,181	15,181
129	Medicare Contribution	5,945	7,773	8,165
131	MOPC	13,721	14,561	15,913
132	Employee Insurance	41,007	40,355	46,150
133	GERP Retirement	24,721	27,376	29,917
135	Compensation Insurance	13,365	16,829	13,500
136	Unemployment Insurance	90	112	-
137	Staff Training and Conference	-	5,000	10,000
141	Uniforms Protective Clothing	1,339	1,700	2,200
	Subtotal	*579,859*	*672,929*	*712,112*
Operating and Maintenance				
210	Supplies	31,800	17,220	17,220
218	NonCapital Equip and Furniture	13,476	17,400	8,000
222	Chemicals	34,743	44,977	44,977
228	Supplies	-	3,000	8,000
232	Building Repair and Maintenance	89,033	10,000	10,000
240	Repair and Maintenance	-	86,050	92,050
243	Supplies	-	958	-
246	Liability Insurance	9,141	10,478	7,513
247	Safety Expenses	889	1,500	1,500
249	Operating Leases and Rentals	124,739	115,808	115,808
250	Prof and Contracted Services	77,106	77,184	77,184
253	Software	-	-	958
259	Licenses and Permits	-	200	200
260	Utilities	63,389	68,555	70,555
261	Telephone Charges	1,975	3,240	3,240
264	Printing Copying and Binding	877	2,600	2,600
269	Other Services and Charges	68,609	57,770	71,770
273	Fleet Lease Operating and Mtc	7,082	49,404	39,722
274	Fleet Lease Replacement	164,023	113,364	101,675
	Subtotal	*686,881*	*679,708*	*672,972*
Non-Operating Expense				
927	Principal Notes and Contracts	-	200,000	-
	Subtotal	*-*	*200,000*	*-*
Capital Outlay				
431	Furniture and Fixtures	12,526	-	-
432	Vehicles	7,702	-	67,600
440	Machinery and Equipment	15,053	-	-
	Subtotal	*35,281*	*-*	*67,600*
	SERVICE TOTAL	**$ 1,302,020**	**$ 1,552,637**	**$ 1,452,684**

Harvest Junction East Fund

This fund was established to account for revenues and expenses attributable to site improvements of the Harvest Junction East Development.

Fund Statement

	2023 Actuals	2024 Budget	2025 Budget
Beginning Working Capital	2,568,168	1,198,510	-
Committed Working Capital		1,198,510	
Sources of Funds			
Interest Earnings	12,720	-	-
Interfund Transfers	900,000	1,250,000	1,400,000
Total Sources of Funds	**912,720**	**1,250,000**	**1,400,000**
Operating and Maintenance	1,933,102	-	-
Non-Operating	349,275	1,250,000	1,400,000
Total Expenses by Category	**2,282,377**	**1,250,000**	**1,400,000**
Contribution to/(from) Fund Balance	(1,369,658)	-	-
Ending Working Capital	1,198,510	-	-

Harvest Junction East Fund

Budget Detail

		2023 Actual	2024 Budget	2025 Budget
Operating and Maintenance				
269	Other Services and Charges	1,933,102	-	-
	Subtotal	*1,933,102*	-	-
Non-Operating Expense				
921	Interest Expense	349,275	-	-
927	Principal Notes and Contracts	-	1,250,000	1,400,000
	Subtotal	*349,275*	*1,250,000*	*1,400,000*
	SERVICE TOTAL	**$ 2,282,377**	**$ 1,250,000**	**$ 1,400,000**

Library Services Fund

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.

Fund Statement

	2023 Actuals	2024 Budget	2025 Budget
Beginning Working Capital	125,454	121,005	79,288
Committed Working Capital		6,017	
Sources of Funds			
Intergovernmental	27,612	-	-
Interest Earnings	6,594	-	-
Miscellaneous	52,203	33,300	28,000
Total Sources of Funds	**86,409**	**33,300**	**28,000**
Personal Services	-	2,000	2,000
Operating and Maintenance	70,358	46,500	46,500
Non-Operating	20,500	20,500	20,500
Total Expenses by Category	**90,858**	**69,000**	**69,000**
Contribution to/(from) Fund Balance	(4,449)	(35,700)	(41,000)
Ending Working Capital	121,005	79,288	38,288

Library Services Fund

Budget Detail

Personal Services		2023 Actual	2024 Budget	2025 Budget
142	Food Allowance	-	2,000	2,000
	Subtotal	-	*2,000*	*2,000*
Operating and Maintenance				
210	Supplies	37,637	-	-
211	Adult Books	129	13,000	13,000
212	Children's Books	12,769	12,000	12,000
215	Audiovisual Materials	-	5,000	5,000
216	Reference Books and Materials	2,278	4,500	4,500
218	NonCapital Equip and Furniture	2,624	-	-
229	Supplies	1,303	-	-
250	Prof and Contracted Services	600	12,000	12,000
269	Other Services and Charges	13,018	-	-
	Subtotal	*70,358*	*46,500*	*46,500*
Non-Operating Expense				
970	Transfers to Other Funds	20,500	20,500	20,500
	Subtotal	*20,500*	*20,500*	*20,500*
	SERVICE TOTAL	**$ 90,858**	**$ 69,000**	**$ 69,000**

Lodger's Tax Fund

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.

Fund Statement

	2023 Actuals	2024 Budget	2025 Budget
Beginning Working Capital	95,563	92,290	44,365
Committed Working Capital		47,925	
Sources of Funds			
Taxes	557,972	570,000	510,000
Interest Earnings	1,406	-	-
Miscellaneous	1,031	-	-
Total Sources of Funds	**560,410**	**570,000**	**510,000**
Operating and Maintenance	563,684	570,000	510,000
Total Expenses by Category	**563,684**	**570,000**	**510,000**
Contribution to/(from) Fund Balance	(3,274)	-	-
Ending Working Capital	92,290	44,365	44,365

Budget Detail

		2023 Actual	2024 Budget	2025 Budget
Operating and Maintenance				
250	Prof and Contracted Services	563,684	570,000	510,000
	Subtotal	*563,684*	*570,000*	*510,000*
	SERVICE TOTAL	**$ 563,684**	**$ 570,000**	**$ 510,000**

Longmont Urban Renewal Fund

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.

Fund Statement

	2023 Actuals	2024 Budget	2025 Budget
Beginning Working Capital	16,027	33,562	33,562
Committed Working Capital		-	
Sources of Funds			
Taxes	2,273,555	2,400,000	2,400,000
Interest Earnings	11,525	3,000	3,000
Miscellaneous	6,009	-	-
Total Sources of Funds	**2,291,089**	**2,403,000**	**2,403,000**
Non-Operating	2,273,555	2,403,000	2,403,000
Total Expenses by Category	**2,273,555**	**2,403,000**	**2,403,000**
Contribution to/(from) Fund Balance	17,534	-	-
Ending Working Capital	33,562	33,562	33,562

Museum Grants Donations and Services Fund

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.

Fund Statement

	2023 Actuals	2024 Budget	2025 Budget
Beginning Working Capital	1,309,216	883,856	152,514
Committed Working Capital		595,474	
Sources of Funds			
Intergovernmental	282,550	274,500	294,500
Charges for Services	180,433	314,920	240,605
Interest Earnings	37,010	4,000	15,000
Interfund Transfers	243,981	291,445	336,045
Miscellaneous	490,449	144,750	287,500
Total Sources of Funds	**1,234,423**	**1,029,615**	**1,173,650**
Expenses by Category			
Personal Services	316,175	391,904	408,777
Operating and Maintenance	637,725	773,579	734,680
Capital	705,883	-	-
Total Expenses by Category	**1,659,784**	**1,165,483**	**1,143,457**
Contribution to/(from) Fund Balance	(425,361)	(135,868)	30,193
Ending Working Capital	883,856	152,514	182,707

Museum Grants Donations and Services Fund

Budgeted Positions

Budgeted Positions:	2023 Budget	2024 Budget	2025 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**

Budget Detail - Museum Grants Donations and Services Fund

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	223,351	235,986	241,719
112	Temporary Wages	15,755	79,794	86,994
126	RHS Plan	800	1,200	1,200
128	FICA	977	4,947	5,394
129	Medicare Contribution	2,859	4,502	4,706
131	MOPC	11,153	11,532	11,880
132	Employee Insurance	39,990	31,960	34,451
133	GERP Retirement	20,094	21,681	22,334
135	Compensation Insurance	202	214	99
136	Unemployment Insurance	70	88	-
137	Staff Training and Conference	924	-	-
	Subtotal	*316,175*	*391,904*	*408,777*
Operating and Maintenance				
210	Supplies	42,289	71,553	73,035
216	Reference Books and Materials	255	300	300
217	Dues and Subscriptions	10,977	6,500	6,500
218	NonCapital Equip and Furniture	4,108	7,500	3,500
225	Freight	4,999	15,550	14,000
245	Mileage Allowance	432	500	500
246	Liability Insurance	477	548	665
249	Operating Leases and Rentals	11,802	30,015	22,500
250	Prof and Contracted Services	233,325	234,097	187,500
252	Ads and Legal Notices	17,467	23,375	22,650
253	Software	-	-	4,845
263	Postage	12,747	15,500	19,400
264	Printing Copying and Binding	53,188	29,946	39,240
269	Other Services and Charges	4,178	46,750	4,000
270	Administrative Mgmt Services	241,481	291,445	336,045
	Subtotal	*637,725*	*773,579*	*734,680*
	SERVICE TOTAL	**$ 953,900**	**$ 1,165,483**	**$ 1,143,457**

Museum Trust Fund

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.

Fund Statement

	2023 Actuals	2024 Budget	2025 Budget
Beginning Working Capital	145,573	160,934	125,347
Committed Working Capital		-	
Sources of Funds			
Charges for Services	33,956	38,000	38,000
Interest Earnings	4,378	-	3,000
Miscellaneous	4,177	-	-
Total Sources of Funds	**42,511**	**38,000**	**41,000**
Personal Services	6,917	41,413	20,306
Operating and Maintenance	20,233	32,174	46,078
Total Expenses by Category	**27,150**	**73,587**	**66,384**
Contribution to/(from) Fund Balance	15,361	(35,587)	(25,384)
Ending Working Capital	160,934	125,347	99,963

Museum Trust Fund

Budget Detail

Personal Services		2023 Actual	2024 Budget	2025 Budget
112	Temporary Wages	6,353	37,067	18,852
121	Overtime Wages	55	-	-
128	FICA	397	2,298	1,169
129	Medicare Contribution	93	537	273
135	Compensation Insurance	-	11	12
137	Staff Training and Conference	18	1,500	-
	Subtotal	*6,917*	*41,413*	*20,306*
Operating and Maintenance				
223	Supplies	222	-	-
224	Resale Merchandise	18,966	30,000	30,000
246	Liability Insurance	-	74	78
249	Operating Leases and Rentals	-	-	15,000
264	Printing Copying and Binding	-	1,500	-
269	Other Services and Charges	1,044	600	1,000
	Subtotal	*20,233*	*32,174*	*46,078*
	SERVICE TOTAL	**$ 27,150**	**$ 73,587**	**$ 66,384**

Open Space Fund

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. In 2007, Longmont voters extended this tax until 2034. Administration of this fund is provided by the External Services Department.

Fund Statement

	2023 Actuals	2024 Budget	2025 Budget
Beginning Working Capital	9,081,800	14,207,804	4,781,993
Committed Working Capital		5,479,343	
Sources of Funds			
Taxes	5,856,863	5,943,807	6,240,901
Interest Earnings	265,032	-	12,481
Miscellaneous	3,399,598	50,000	250,000
Total Sources of Funds	**9,521,492**	**5,993,807**	**6,503,382**
Personal Services	720,100	1,127,105	1,559,347
Operating and Maintenance	655,884	995,573	830,408
Non-Operating	2,418,267	2,438,002	2,451,360
Capital	601,237	5,379,595	499,833
Total Expenses by Category	**4,395,488**	**9,940,275**	**5,340,948**
Contribution to/(from) Fund Balance	5,126,004	(3,946,468)	1,162,434
Ending Working Capital	14,207,804	4,781,993	5,944,427

Capital Improvement Program

2025-2029 Capital Improvement Program

Capital projects are listed below. Detailed descriptions of each project are included in the 2025-2029 Capital Improvement Program.

OPEN SPACE FUND PROJECTS	2025 Budget
PBF163 Municipal Buildings Keyless Entry	$ 29,510
PBF233 Dickens Barn Stabilization	70,000
PRO083 Primary and Secondary Greenway Connection	32,500
PRO200 Public Education and Interpretive Signage	19,000
PRO212 Water Efficiency Projects for Ag Open Space Prop	190,890
PRO213 Multi-use Trail from Union Reservoir to Adam Farm	25,000
TOTAL	**$ 366,900**

Open Space Fund

Open Space Sandstone Ranch

This service includes the costs for operations and programming at the Sandstone Ranch House.

Open Space and Trails

This service includes the costs for administration, acquisition, improvement, maintenance and preservation of the City's open space.

Budgeted Positions - Open Space and Trails

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Director of Parks and Natural Resources	0.350	0.350	0.350
Ecosystem Manager	0.500	0.595	0.595
Parks and Trails Design and Construction Manager	0.000	0.300	0.300
Sr Project Manager	0.400	0.500	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	1.050	2.050
Natural Resources Technician III	0.000	0.000	3.800
Natural Resources Technician II	2.000	4.000	0.000
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	0.050	0.050
Project Management Office Administrative Analyst	0.000	0.050	0.050
Grant Coordinator	0.100	0.100	0.100
3-yr Fixed Term Volunteer Project Coordinator	0.000	0.000	1.000
5-yr Fixed Term Agriculatural Res Spec/Project Mgr II	0.000	0.000	1.000
5-yr Fixed Term Volunteer Project Coordinator	0.000	0.000	0.500
Total	**5.910**	**8.635**	**11.935**

Open Space Fund

Budget Detail - Open Space and Trails

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	483,826	794,286	1,094,279
112	Temporary Wages	56,479	47,348	53,023
121	Overtime Wages	128	5,430	5,430
123	Leave Expense	-	2,000	2,000
126	RHS Plan	2,326	3,454	4,574
128	FICA	3,502	2,936	5,159
129	Medicare Contribution	6,983	12,077	16,792
131	MOPC	23,869	39,268	53,755
132	Employee Insurance	46,543	109,791	155,535
133	GERP Retirement	47,647	73,823	101,053
135	Compensation Insurance	6,200	632	452
136	Unemployment Insurance	168	301	-
137	Staff Training and Conference	7,743	10,689	10,539
141	Uniforms Protective Clothing	5,151	10,725	10,725
142	Food Allowance	225	245	245
	Subtotal	*690,791*	*1,113,005*	*1,513,561*
Operating and Maintenance				
210	Supplies	28,602	61,081	59,320
214	Pamphlets and Documents	-	225	225
216	Reference Books and Materials	1,185	950	950
217	Dues and Subscriptions	1,568	1,988	1,988
218	NonCapital Equip and Furniture	11,825	69,126	7,660
221	Parts	2,155	500	500
222	Chemicals	733	8,810	8,810
240	Repair and Maintenance	1,324	84,500	84,500
244	Assessments	32,020	32,600	32,600
246	Liability Insurance	10,512	10,524	8,746
247	Safety Expenses	899	850	850
249	Operating Leases and Rentals	2,434	1,400	1,400
250	Prof and Contracted Services	186,424	382,020	350,620
252	Ads and Legal Notices	525	100	100
253	Software	-	-	2,906
260	Utilities	48	-	690
261	Telephone Charges	9,446	5,672	5,672
263	Postage	8	275	275
264	Printing Copying and Binding	459	1,350	1,350
269	Other Services and Charges	3,924	2,150	2,150
270	Administrative Mgmt Services	297,594	254,941	183,728
273	Fleet Lease Operating and Mtc	15,573	12,972	15,223
274	Fleet Lease Replacement	37,275	55,709	52,317
	Subtotal	*644,532*	*987,743*	*822,580*
Non-Operating Expense				
922	Interest Current Bond Issue	865,800	802,813	737,150
923	Bond Principal Current	1,505,000	1,570,000	1,635,000
970	Transfers to Other Funds	47,467	65,189	79,210
	Subtotal	*2,418,267*	*2,438,002*	*2,451,360*
Capital Outlay				
432	Vehicles	21,587	32,000	132,933
	Subtotal	*21,587*	*32,000*	*132,933*
	SERVICE TOTAL	**$ 3,775,176**	**$ 4,570,750**	**$ 4,920,434**

Budget Detail - Open Space Sandstone Ranch

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	-	-	33,193
112	Temporary Wages	27,221	13,094	-
126	RHS Plan	-	-	200
128	FICA	1,688	812	1,876
129	Medicare Contribution	395	190	920
131	MOPC	-	-	1,660
132	Employee Insurance	-	-	4,813
133	GERP Retirement	-	-	3,120
135	Compensation Insurance	5	4	4
	Subtotal	*29,309*	*14,100*	*45,786*
Operating and Maintenance				
210	Supplies	5,428	5,500	5,500
246	Liability Insurance	26	30	28
250	Prof and Contracted Services	3,331	2,000	2,000
263	Postage	-	300	300
	Subtotal	*8,785*	*7,830*	*7,828*
	SERVICE TOTAL	**$ 38,094**	**$ 21,930**	**$ 53,614**

Park and Greenway Maintenance Fund

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.

Fund Statement

	2023 Actuals	2024 Budget	2025 Budget
Beginning Working Capital	2,988,905	3,329,675	1,090,304
Committed Working Capital		1,445,260	
Sources of Funds			
Charges for Services	1,078,526	1,084,543	1,095,388
Interest Earnings	86,386	13,155	24,306
Miscellaneous	68,612	-	-
Total Sources of Funds	**1,233,524**	**1,097,698**	**1,119,694**
Personal Services	-	-	262,615
Operating and Maintenance	323,377	291,000	291,000
Non-Operating	3,815	15,000	15,000
Capital	565,563	1,585,809	1,209,185
Total Expenses by Category	**892,755**	**1,891,809**	**1,777,800**
Contribution to/(from) Fund Balance	340,769	(794,111)	(658,106)
Ending Working Capital	3,329,675	1,090,304	432,198

Park Greenway Maintenance Fund

Capital Improvement Program

2025-2029 Capital Improvement Program

Capital projects are listed below. Detailed descriptions of each project are included in the 2025-2029 Capital Improvement Program.

PARK AND GREENWAY MAINTENANCE FUND PROJECTS	2025 Budget
MAINTENANCE FEE PROJECTS	
PRO186 Park Infrastructure Rehabilitation and Replacement	$ 1,192,685
PRO200 Public Education and Interpretive Signage	16,500
TOTAL	**$ 1,209,185**

Park and Greenway Maintenance Fund

Budgeted Positions

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Grounds Maintenance Tech II	0.000	0.000	3.000
Total	**0.000**	**0.000**	**3.000**

Budget Detail

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	-	-	200,580
126	RHS Plan	-	-	1,200
129	Medicare Contribution	-	-	2,859
131	MOPC	-	-	9,858
132	Employee Insurance	-	-	28,587
133	GERP Retirement	-	-	18,531
141	Uniforms Protective Clothing	-	-	1,000
	Subtotal	*-*	*-*	*262,615*
Operating and Maintenance				
218	NonCapital Equip and Furniture	800	-	-
240	Repair and Maintenance	8,246	-	-
250	Prof and Contracted Services	289,315	265,000	265,000
256	Refunds	18,904	20,000	20,000
269	Other Services and Charges	6,111	6,000	6,000
	Subtotal	*323,377*	*291,000*	*291,000*
Non-Operating Expense				
950	Bad Debt	3,815	15,000	15,000
	Subtotal	*3,815*	*15,000*	*15,000*
	SERVICE TOTAL	**$ 327,192**	**$ 306,000**	**$ 568,615**

Parks Grants and Donations Fund

The Parks Grants and Donations Fund was created to receive funds donated or granted to the City for development or improvement of parks.

Fund Statement

	2023 Actuals	2024 Budget	2025 Budget
Beginning Working Capital	668,865	703,045	102,445
Committed Working Capital		600,600	
Sources of Funds			
Interest Earnings	20,107	-	-
Miscellaneous	41,794	3,600	3,600
Total Sources of Funds	**61,900**	**3,600**	**3,600**
Operating and Maintenance	27,721	3,600	3,600
Total Expenses by Category	**27,721**	**3,600**	**3,600**
Contribution to/(from) Fund Balance	34,179	-	-
Ending Working Capital	703,045	102,445	102,445

Park Improvement Fund

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).

Fund Statement

	2023 Actuals	2024 Budget	2025 Budget
Beginning Working Capital	23,419,880	24,313,570	2,989,587
Committed Working Capital		23,638,105	
Sources of Funds			
Licenses and Permits	879,251	2,727,325	1,907,660
Interest Earnings	699,884	38,462	56,250
Miscellaneous	401,741	-	-
Total Sources of Funds	**1,980,875**	**2,765,787**	**1,963,910**
Personal Services	132,184	356,642	368,031
Operating and Maintenance	1,931	-	581
Capital	953,070	95,023	516,500
Total Expenses by Category	**1,087,185**	**451,665**	**885,112**
Contribution to/(from) Fund Balance	893,690	2,314,122	1,078,798
Ending Working Capital	24,313,570	2,989,587	4,068,385

Capital Improvement Program

2025-2029 Capital Improvement Program

Capital projects are listed below. Detailed descriptions of each project are included in the 2025-2029 Capital Improvement Program.

PARK IMPROVEMENT FUND PROJECT	2025 Budget
PRO44B Sandstone Ranch Community Park	$ 500,000
PRO200 Public Education and Interpretive Signage	16,500
TOTAL	**$ 516,500**

Park Improvement Fund

Budgeted Positions - Park and Trail Development

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Parks and Trails Design and Construction Manager	0.000	0.350	0.350
Sr Project Manager	0.000	1.000	1.000
Project Manager II	0.000	1.000	1.000
Total	**0.000**	**2.350**	**2.350**

Budget Detail - Park and Trail Development

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	113,072	275,427	282,677
126	RHS Plan	400	940	940
129	Medicare Contribution	1,439	3,914	4,028
131	MOPC	5,654	13,494	13,893
132	Employee Insurance	1,390	37,396	40,288
135	Compensation Insurance	-	-	87
133	GERP Retirement	10,197	25,368	26,118
136	Unemployment Insurance	32	103	-
	Subtotal	132,184	356,642	368,031
Operating and Maintenance				
246	Liability Insurance	-	-	581
261	Telephone Charges	335	-	-
	Subtotal	335	-	581
	SERVICE TOTAL	**$ 132,519**	**$ 356,642**	**$ 368,612**

Probation Services Fund

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.

Fund Statement

	2023 Actuals	2024 Budget	2025 Budget
Beginning Working Capital	136,916	133,818	119,874
Committed Working Capital		-	
Sources of Funds			
Fines and Forfeits	36,813	40,000	35,000
Interest Earnings	4,040	4,000	4,000
Miscellaneous	2,294	-	-
Total Sources of Funds	**43,147**	**44,000**	**39,000**
Personal Services	45,581	98,115	102,479
Operating and Maintenance	664	8,729	8,721
Expense Revision	-	(48,900)	-
Total Expenses by Category	**46,245**	**57,944**	**111,200**
Contribution to/(from) Fund Balance	(3,098)	(13,944)	(72,200)
Ending Working Capital	133,818	119,874	47,674

Probation Services Fund

The objective of the Longmont Probation Division is to provide public safety and accountability to the community through the supervision of probationers and monitoring of compliance with court orders imposed by the Longmont Municipal Court. This objective is met through supervision and monitoring of probationers, assessment and referral to local service providers, and restitution investigation and collection for victims.

The Probation Division also provides pre-sentence investigations and sentencing recommendations to the Municipal Court to assist with appropriate and effective probation orders. The main goals of this division are to reduce recidivism, encourage sustainable change, and increase community safety to impact overall community health and wellness.

The Longmont Probation Division and the Children, Youth and Families Division manage the R.E.W.i.N.D. youth program. The REWiND Program is a juvenile deflection program comprised of intricate steps, including the youth's first contact with a police officer, REWiND orientation, assessment planning and service matching, a wide variety of offered interventions, termination evaluations, and recidivism reports.

The main goal is to address delinquent behavior informally in the community to prevent subsequent offending. R.E.W.i.N.D is a strategic approach between the Children, Youth and Families Division, Human Services, Public Safety, and the Judicial Departments to improve collaboration across multiple departments. Through this systemic approach, we hope to improve health outcomes for youth and their families and more effectively meet community safety concerns.

Budgeted Positions

Budgeted Positions:	**2023 Budget**	**2024 Budget**	**2025 Budget**
Probation Officer	1.000	1.000	1.000
Total	**1.000**	**1.000**	**1.000**

Budget Detail

Personal Services		**2023 Actual**	**2024 Budget**	**2025 Budget**
111	Salaries and Wages	30,936	75,750	78,862
126	RHS Plan	188	400	400
129	Medicare Contribution	371	1,085	1,125
131	MOPC	1,547	3,684	3,878
132	Employee Insurance	6,080	10,212	10,898
133	GERP Retirement	6,392	6,928	7,290
135	Compensation Insurance	44	28	26
136	Unemployment Insurance	23	28	-
	Subtotal	*45,581*	*98,115*	*102,479*
Operating and Maintenance				
240	Repair and Maintenance	118	300	300
246	Liability Insurance	546	578	570
250	Prof and Contracted Services	-	7,851	7,851
	Subtotal	*664*	*8,729*	*8,721*
	SERVICE TOTAL	**$ 46,245**	**$ 106,844**	**$ 111,200**

Public Improvement Fund

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%.

Fund Statement

	2023 Actuals	2024 Budget	2025 Budget
Beginning Working Capital	26,742,572	15,727,345	3,132,657
Committed Working Capital		12,453,396	
Sources of Funds			
Taxes	8,739,809	8,891,645	9,335,189
Intergovernmental	159,735	-	-
Interest Earnings	388,527	175,000	250,000
Interfund Transfers	958,577	505,000	814,750
Miscellaneous	281,705	-	-
Revenue Revision	-	476,562	-
Total Sources of Funds	**10,528,352**	**10,048,207**	**10,399,939**
Operating and Maintenance	722,288	558,000	58,000
Non-Operating	2,175,800	2,228,800	2,248,400
Capital	18,645,491	7,402,699	10,011,408
Total Expenses by Category	**21,543,579**	**10,189,499**	**12,317,808**
Contribution to/(from) Fund Balance	(11,015,227)	(141,292)	(1,917,869)
Ending Working Capital	15,727,345	3,132,657	1,214,788

Public Improvement Fund

Capital Improvement Program

2025-2029 Capital Improvement Program

Capital projects are listed below. Detailed descriptions of each project are included in the 2025-2029 Capital Improvement Program.

PUBLIC IMPROVEMENT FUND PROJECTS		2024 Budget
PBF001	Municipal Buildings Roof Improvements	$ 1,291,822
PBF002	Municipal Facilities ADA Improvements	411,293
PBF02B	Municipal Facilities ADA Improvements - Parks	404,000
PBF037	Fire Stations Improvements	40,000
PBF080	Municipal Buildings Boiler Replacement	105,545
PBF082	Municipal Buildings HVAC Replacement	1,332,645
PBF109	Municipal Facilities Parking Lot Rehabilitation	456,520
PBF119	Municipal Buildings Flooring Replacement	178,770
PBF145	Community Services Specialized Equipment	521,730
PBF160	Municipal Buildings Auto Door and Gate Replacement	15,000
PBF163	Municipal Buildings Keyless Entry	613,620
PBF181	Municipal Buildings UPS Repair and Replacement	15,000
PBF189	Municipal Buildings Exterior Maintenance	15,000
PBF190	Municipal Buildings Interior Maintenance	18,000
PBF201	Safety and Justice Rehabilitation	1,200,000
PRO05B	St. Vrain Greenway	414,750
PRO083	Primary and Secondary Greenway Connection	762,500
PRO102	Swimming and Wading Pools Maintenance	359,288
PRO113	Park Irrigation Pump Systems Rehabilitation	350,000
PRO147	Kensington Park Improvements	855,925
PRO186	Park Infrastructure Rehabilitation and Replacement	500,000
PRO204	Sustainable Landscape Conversions	100,000
PRO208	Wayfinding Signage Project	50,000
	TOTAL	**$ 10,011,408**

Public Improvement Fund

Budget Detail

		2023 Actual	2024 Budget	2025 Budget
Operating and Maintenance				
250	Prof and Contracted Services	16,455	-	-
269	Other Services and Charges	5,050	551,000	51,000
275	Building Permits to DDA	8,963	7,000	7,000
	Subtotal	*30,468*	*558,000*	*58,000*
Non-Operating Expense				
922	Interest Current Bond Issue	950,800	896,300	873,400
923	Bond Principal Current	1,090,000	1,145,000	1,165,000
970	Transfers to Other Funds	135,000	187,500	210,000
	Subtotal	*2,175,800*	*2,228,800*	*2,248,400*
	SERVICE TOTAL	**$ 2,206,268**	**$ 2,786,800**	**$ 2,306,400**

Senior Services Fund

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.

Fund Statement

	2023 Actuals	2024 Budget	2025 Budget
Beginning Working Capital	48,413	53,490	128,209
Committed Working Capital		540	
Sources of Funds			
Charges for Services	182,027	182,300	182,300
Interest Earnings	1,477	1,500	1,500
Miscellaneous	84,051	40,050	50,050
Total Sources of Funds	**267,555**	**223,850**	**233,850**
Personal Services	88,540	18,510	18,515
Operating and Maintenance	173,938	130,081	130,231
Total Expenses by Category	**262,478**	**148,591**	**148,746**
Contribution to/(from) Fund Balance	5,076	75,259	85,104
Ending Working Capital	53,490	128,209	213,313

Senior Services Fund

Budgeted Positions

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Communications and Marketing Manager	0.195	0.000	0.000
Seniors Resource Specialist	0.250	0.000	0.000
Total	**0.445**	**0.000**	**0.000**

Budget Detail

Personal Services		2023 Actual	2024 Budget	2025 Budget
111	Salaries and Wages	38,538	-	-
112	Temporary Wages	35,229	16,266	16,266
121	Overtime Wages	621	-	-
126	RHS Plan	598	-	-
128	FICA	2,223	1,008	1,008
129	Medicare Contribution	982	236	236
131	MOPC	1,865	-	-
132	Employee Insurance	4,708	-	-
133	GERP Retirement	3,699	-	-
135	Compensation Insurance	20	-	5
136	Unemployment Insurance	13	-	-
137	Staff Training and Conference	45	1,000	1,000
	Subtotal	*88,540*	*18,510*	*18,515*
Operating and Maintenance				
210	Supplies	11,086	27,250	27,250
217	Dues and Subscriptions	157	500	500
218	NonCapital Equip and Furniture	3,057	14,946	14,946
245	Mileage Allowance	25	400	400
246	Liability Insurance	626	-	648
247	Safety Expenses	54	50	50
250	Prof and Contracted Services	137,362	75,000	75,000
261	Telephone Charges	72	100	100
264	Printing Copying and Binding	745	3,500	3,500
269	Other Services and Charges	628	500	500
273	Fleet Lease Operating and Mtc	6,824	4,110	2,881
274	Fleet Lease Replacement	13,303	3,725	4,456
	Subtotal	*173,938*	*130,081*	*130,231*
	SERVICE TOTAL	**$ 262,478**	**$ 148,591**	**$ 148,746**

Special Retail Marijuana Tax Fund

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.

Fund Statement

	2023 Actuals	2024 Budget	2025 Budget
Beginning Working Capital	107,587	80,197	80,197
Committed Working Capital		-	
Sources of Funds			
Taxes	552,117	550,000	550,000
Interest Earnings	409	-	-
Miscellaneous	83	-	-
Total Sources of Funds	**552,610**	**550,000**	**550,000**
Non-Operating	580,000	550,000	550,000
Total Expenses by Category	**580,000**	**550,000**	**550,000**
Contribution to/(from) Fund Balance	(27,390)	-	-
Ending Working Capital	80,197	80,197	80,197

Sustainability Fund

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.

Fund Statement

	2023 Actuals	2024 Budget	2025 Budget
Beginning Working Capital	572,605	685,887	284,655
Committed Working Capital		327,418	
Sources of Funds			
Intergovernmental	164,725	195,000	195,000
Charges for Services	154,790	-	-
Interest Earnings	23,402	-	-
Interfund Transfers	878,207	1,162,863	1,197,955
Miscellaneous	14,652	-	-
Total Sources of Funds	**1,235,777**	**1,357,863**	**1,392,955**
Expenses by Category			
Personal Services	794,050	941,230	1,000,351
Operating and Maintenance	328,445	489,530	492,962
Non-Operating	-	917	-
Total Expenses by Category	**1,122,495**	**1,431,677**	**1,493,313**
Contribution to/(from) Fund Balance	113,282	(73,814)	(100,358)
Ending Working Capital	685,887	284,655	184,297

Sustainability Fund

Budgeted Positions

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Business Sustainability Coordinator	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	2.000	2.000	3.000
Energy Program Coordinator	0.000	0.000	0.500
5-yr Fixed Term Volunteer Project Coordinator	0.000	0.000	0.250
Equity and Engagement Specialist	1.000	1.000	0.000
Energy Efficiency and Education Specialist	0.000	0.500	0.000
Total	**6.000**	**6.500**	**6.750**

Budget Detail

		2023 Actual	2024 Budget	2025 Budget
Personal Services				
111	Salaries and Wages	580,234	666,455	707,729
112	Temporary Wages	42,767	60,357	60,357
126	RHS Plan	1,600	2,600	2,700
128	FICA	2,664	3,742	3,742
129	Medicare Contribution	7,876	10,337	10,964
131	MOPC	28,833	32,269	34,788
132	Employee Insurance	65,333	89,736	99,841
133	GERP Retirement	52,367	60,666	65,402
135	Compensation Insurance	206	222	228
136	Unemployment	188	246	-
137	Staff Training and Conference	8,029	9,000	9,000
142	Food Allowance	3,952	5,600	5,600
	Subtotal	*794,050*	*941,230*	*1,000,351*
Operating and Maintenance				
210	Supplies	11,080	17,076	15,100
216	Reference Books and Materials	268	200	200
217	Dues and Subscriptions	17,102	17,430	17,430
218	Non Capital Equipment and Furniture	4,563	11,804	3,100
240	Repair and Maintenance	7,979	2,000	2,000
245	Mileage Allowance	-	500	500
246	Liability Insurance	1,164	1,490	1,532
250	Prof and Contracted Services	250,805	221,780	229,350
253	Software	8,760	-	1,500
261	Telephone Charges	1,130	-	-
264	Printing Copying and Binding	1,783	6,000	6,000
269	Other Services and Charges	23,250	211,250	216,250
290	Rebates	560	-	-
	Subtotal	*328,445*	*489,530*	*492,962*
Non-Operating Expense				
970	Transfers to Other Funds	-	917	-
	Subtotal	-	*917*	-
	SERVICE TOTAL	**$ 1,122,495**	**$ 1,431,677**	**$ 1,493,313**

Traffic Safety Fund

Fund Statement

	2023 Actuals	2024 Budget	2025 Budget
Beginning Working Capital	11,418	3,257	11,096
Committed Working Capital		-	
Sources of Funds			
Fines and Forfeits	7,854	8,000	7,000
Interest Earnings	232	-	-
Miscellaneous	94	-	-
Total Sources of Funds	**8,180**	**8,000**	**7,000**
Personal Services	13,475	14,803	97
Operating and Maintenance	2,866	25	24
Expense Revision	-	(14,667)	-
Total Expenses by Category	**16,341**	**161**	**121**
Contribution to/(from) Fund Balance	(8,161)	7,839	6,879
Ending Working Capital	3,257	11,096	17,975

Traffic Safety Fund

Budgeted Positions

Budgeted Positions:	2023 Budget	2024 Budget	2025 Budget
Traffic Safety Coordinator	0.125	0.125	0.000
Total	**0.125**	**0.125**	**0.000**

Budget Detail

		2023 Actual	2024 Budget	2025 Budget
Personal Services				
111	Salaries and Wages	10,734	11,299	-
126	RHS Plan	121	50	-
129	Medicare Contribution	125	163	-
131	MOPC	531	563	-
132	Employee Insurance	886	1,561	-
133	GERP Retirement	969	1,059	-
135	Compensation Insurance	104	104	97
136	Unemployment	4	4	-
	Subtotal	*13,475*	*14,803*	*97*
Operating and Maintenance				
210	Supplies	2,845	-	-
246	Liability Insurance	21	25	24
	Subtotal	*2,866*	*25*	*24*
	SERVICE TOTAL	**$ 16,341**	**$ 14,828**	**$ 121**

Transportation Community Investment Fee Fund

The Transportation Community Investment Fee (CIF) Fund was created in 1993 to provide funding for oversizing of arterial street construction and improvements, landscaping, and arterial intersection improvements. Transportation community investment fees are levied on all new construction (residential, commercial and industrial) within the city to provide a portion of the capital to meet the demand that new development creates for arterial street and intersection improvements.

TCIF technical documentation provides information on the specific oversizing projects that are included in CIP as Arterial Improvements. Prioritization of projects will be determined as development and traffic necessitate. Administration of this fund is provided by the Public Works and Natural Resources Department.

Fund Statement

	2023 Actuals	2024 Budget	2025 Budget
Beginning Working Capital	6,119,557	6,385,167	3,379,525
Committed Working Capital		3,528,588	
Sources of Funds			
Charges for Services	410,098	909,440	765,136
Interest Earnings	181,577	13,506	13,694
Miscellaneous	105,055	-	-
Total Sources of Funds	**696,730**	**922,946**	**778,830**
Capital	431,120	400,000	1,850,000
Total Expenses by Category	**431,120**	**400,000**	**1,850,000**
Contribution to/(from) Fund Balance	265,610	522,946	(1,071,170)
Ending Working Capital	6,385,167	3,379,525	2,308,355

Capital Improvement Program

2025-2029 Capital Improvement Program

Capital projects are listed below. Detailed descriptions of each project are included in the 2025-2029 Capital Improvement Program.

TRANSPORTATION COMMUNITY INVESTMENT FEE FUND PROJECT		2025 Budget
TRP011	Transportation System Management Program	$ 1,250,000
TRP092	Boston Avenue Connection - Price To Martin	350,000
TRP137	Main Street Corridor Plan	250,000
TOTAL		**$ 1,850,000**

Village at the Peaks Fund

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.

Fund Statement

	2023 Actuals	2024 Budget	2025 Budget
Beginning Working Capital	694,014	802,099	731,280
Committed Working Capital		-	
Sources of Funds			
Intergovernmental	251,348	257,000	262,000
Interest Earnings	78,940	30,000	30,000
Interfund Transfers	1,823,556	1,693,812	1,674,418
Miscellaneous	271	-	-
Total Sources of Funds	**2,154,115**	**1,980,812**	**1,966,418**
Expenses by Category			
Operating and Maintenance	3,500	3,500	3,500
Non-Operating	2,042,530	2,048,131	2,046,682
Total Expenses by Category	**2,046,030**	**2,051,631**	**2,050,182**
Contribution to/(from) Fund Balance	108,085	(70,819)	(83,764)
Ending Working Capital	802,099	731,280	647,516

Youth Services Fund

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.

Fund Statement

	2023 Actuals	2024 Budget	2025 Budget
Beginning Working Capital	489,288	600,669	477,183
Committed Working Capital		119,186	
Sources of Funds			
Intergovernmental	182,508	-	-
Charges for Services	8,647	-	-
Interest Earnings	8,907	-	-
Miscellaneous	23,967	3,500	3,500
Total Sources of Funds	**224,029**	**3,500**	**3,500**
Expenses by Category			
Personal Services	82,825	750	750
Operating and Maintenance	29,823	7,050	7,050
Total Expenses by Category	**112,648**	**7,800**	**7,800**
Contribution to/(from) Fund Balance	111,381	(4,300)	(4,300)
Ending Working Capital	600,669	477,183	472,883

Youth Services Fund

Budget Detail

		2023 Actual	2024 Budget	2025 Budget
Personal Services				
111	Salaries and Wages	35,420	-	-
112	Temporary Wages	41,079	-	-
121	Overtime	374	-	-
123	Leave Expense	-	-	-
128	FICA	2,570	-	-
129	Medicare Contribution	1,038	-	-
131	MOPC	1,770	-	-
132	Employee Insurance	4,613	-	-
133	GERP Retirement	3,188	-	-
135	Compensation Insurance	-	-	-
136	Unemployment	10	-	-
137	Staff Training and Conference	-	750	750
	Subtotal	*90,062*	*750*	*750*
Operating and Maintenance				
210	Supplies	30,323	5,250	5,250
218	Non Capital Equipment and Furniture	-	-	-
229	Supplies	13,507	-	-
230	Supplies	-	300	300
246	Liability Insurance	-	-	-
250	Prof and Contracted Services	-	1,000	1,000
253	Software	-	-	-
261	Telephone Charges	-	500	500
269	Other Services and Charges	(500)	-	-
	Subtotal	*43,330*	*7,050*	*7,050*
	SERVICE TOTAL	**$ 133,392**	**$ 7,800**	**$ 7,800**

Judicial Wedding Fee Fund

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.

Fund Statement

	2023 Actuals	2024 Budget	2025 Budget
Beginning Working Capital	22,668	24,421	23,921
Committed Working Capital		-	
Sources of Funds			
Charges for Services	1,200	1,500	1,200
Interest Earnings	685	-	-
Miscellaneous	398	-	-
Total Sources of Funds	**2,283**	**1,500**	**1,200**
Personal Services	529	2,000	2,000
Total Expenses by Category	**529**	**2,000**	**2,000**
Contribution to/(from) Fund Balance	1,754	(500)	(800)
Ending Working Capital	24,421	23,921	23,121

Judicial Wedding Fee Fund

Budget Detail

		2023 Actual	2024 Budget	2025 Budget
Personal Services				
137	Staff Training and Conference	529	2,000	2,000
	Subtotal	*529*	*2,000*	*2,000*
	SERVICE TOTAL	**$ 529**	**$ 2,000**	**$ 2,000**

CAPITAL IMPROVEMENT PROGRAM

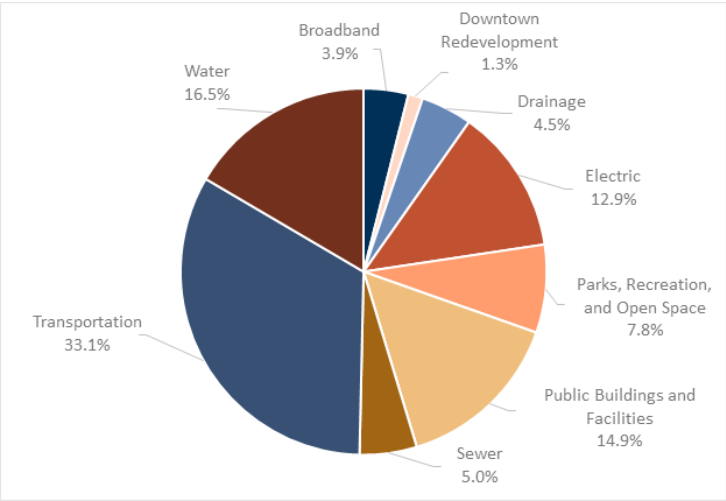
Since 1988, The City of Longmont has prepared a five-year Capital Improvement Program (CIP) as the first step in developing the annual operating budget. A capital project is defined as a new, replacement of, or improvements to infrastructure that has a minimum life expectancy of five years and a minimum cost of $10,000. Among the financial policies adopted by the City Council, several pertain to the preparation, implementation, monitoring and financing of capital improvement projects. These include *Maintenance of Capital Assets, Use of Long Term Debt, Debt Payment, Lease Purchase and Straight Lease of Capital Items, and Subdivider's Escrow*, as well as the entire *Capital Improvement Policies* section. Details on these and all other Financial Policies can be found under the Budget Process and Policies section of this document.

The annual Capital Improvement Program update began in March with a kickoff meeting and the distribution of a workbook containing a calendar of key CIP dates and instructions to be used in preparing the capital projects. The City's CIP contains all capital projects that staff have identified and groups them by category into funded, partially funded and unfunded status. All projects, regardless of the funding status, are required to be updated. Updates include project description, project justification, project costs and operating impacts. It is important that project costs, especially those in the next budget year, be estimated as closely as possible to avoid having to request additional funds due to shortfalls. A draft document is then prepared and distributed to staff for review, and funding decisions are made.

After the CIP is finalized, the projects that are designated to be funded in 2025 are included in the City's 2025 Operating Budget, and a 2025-2029 Capital Improvement Program document is created. CIP projects are grouped into the following categories:

2025 CIP Expenditures by Project Category

$23,500,000 in Transportation
$11,749,790 in Water
$10,593,805 in Public Buildings & Facilities
$9,125,108 in Electric
$5,519,900 in Parks, Rec. & Open Space
$3,580,000 in Sewer
$3,218,350 in Drainage
$2,798,075 in Broadband
$920,000 in Downtown Redevelopment
$0 in Sanitation



Operating Budget Impact

CIP projects can affect the City's Operating Budget by increasing or decreasing expenditures, or by increasing revenues. Projects that replace or rehabilitate existing facilities, such as new water lines, may decrease the cost of maintaining the system. Projects that build completely new infrastructure, such as a new park or fire station, will almost always increase expenditures, since more staff will be needed to operate and maintain the new facility. A new facility like a recreation center will increase City revenues by offering a new service that will generate new fee-paying customers, but it also will increase the City's operating expenses. By timing the construction of new facilities to coincide with staff needs and training, operational impacts can be spread over a couple of years rather than impacting the budget all at once.

Projects that are financed using debt also will increase the operating budget by generating a debt service that must be paid off. The amount of required debt service relative to the size of the annual budget is an important indicator since debt service expenditures reduce the amount of funds available for other operating or capital uses. The City has used debt financing for major capital projects, but the majority of the projects included in this year's and prior years' CIPs are financed on a pay-as-you go basis using a variety of revenue sources such as sales and use tax, community investment fees, and developer participation, as well as some grants. The City's outstanding debt is well under the limit set by City Charter. Detailed debt service information can be found in the Exhibits section of this document.

Specific operating impacts of 2025 capital projects are below and in the accompanying table titled "2025-2029 Capital Improvement Funded Projects – Operating Costs."

Downtown Redevelopment Projects: The funded Downtown Redevelopment projects are not expected to generate additional operating needs.

Drainage Projects: In 2014 and 2016, revenue bonds were issued to fund storm drainage projects. The annual principal and interest payment for 2025 is $ 2,448,938, which will be paid from the Storm Drainage Fund.

Electric Projects: None of the funded Electric projects are expected to generate additional operating needs.

Parks and Recreation Projects: This category has several projects that are ongoing maintenance of existing infrastructure. Construction of new landscaping, trails and trail connections tend to impact the operating budget in a "lumpy" fashion. In 2018 and 2020, revenue bonds were issued for the purchase of additional open space, and the annual principal and interest payment

for 2025 of $2,372,150 will be paid from the Open Space Fund.

Public Buildings and Facilities Projects: This category also has several projects that are ongoing maintenance of existing facilities that are not expected to impact the operating budget significantly, but may decrease operational needs. In 2019, revenue bonds were issued for facility rehabilitation and golf irrigation systems. Debt service on these bonds for 2025 is $2,038,400. This debt is paid from the Public Improvement Fund.

Broadband Projects: In 2014 and 2017, revenue bonds were issued to fund Electric and Broadband projects. The annual principal and interest payment for 2025 of $4,434,651 will be paid from the Electric and Broadband Fund.

Sanitation Projects: There are no projects planned for 2025-2029.

Transportation Projects: Most of the projects planned in this category are multi-year road widening and rehabilitation projects that will not have any major impact to the operating budget in 2025. The Coffman Street Busway Improvements will impact the 2025 operating budget due to associated staff and operating and maintenance expenses .

Sewer Projects: In 2013 and 2015, and 2020, the City issued bonds for improvements at the Wastewater Treatment Plant and wastewater projects. Debt payment on these bonds for 2025 is $3,332,425.

Water Projects: 2025 water projects are expected to have minimal operating impact, as these are mostly upgrades to or replacement of current infrastructure. In 2021, revenue bonds were issued for water projects. The total 2025 principal and interest payment for these bonds will be $5,269,763 paid from the Water Fund.

Funded Projects by Category

Project Category	2025	2026	2027	2028	2029	2025-2029 Total
Broadband	2,798,075	2,121,417	1,996,774	1,797,986	1,782,145	10,496,397
Downtown Redevelopment	920,000	-	-	-	-	920,000
Drainage	3,218,350	6,342,350	1,346,350	2,346,350	2,346,350	15,599,750
Electric	9,125,108	9,584,581	10,427,758	6,857,101	7,362,031	43,356,579
Parks, Recreation, and Open Space	5,519,900	9,802,671	3,326,362	5,853,258	3,105,196	27,607,387
Public Buildings and Facilities	10,593,805	5,617,789	8,727,595	5,788,468	5,300,954	36,028,611
Sanitation	-	-	-	-	-	-
Sewer	3,580,000	3,480,000	3,652,000	3,655,740	1,864,000	16,231,740
Transportation	23,500,000	15,520,500	15,488,350	11,757,000	13,501,000	79,766,850
Water	11,749,790	13,768,500	16,102,580	14,425,170	24,012,040	80,058,080
Total	**71,005,028**	**66,237,808**	**61,067,769**	**52,481,073**	**59,273,716**	**310,065,394**

Funded Projects by Fund

Fund	2025	2026	2027	2028	2029	2025-2029 Total
Conservation Trust	17,500	-	717,500	935,000	837,500	2,507,500
Downtown Parking	10,000	-	-	-	-	10,000
Electric and Broadband	11,171,555	11,210,662	12,210,807	8,257,041	8,732,692	51,582,757
Electric CIF	1,103,460	562,511	882,134	425,250	637,456	3,610,811
Fleet	1,192,310	1,212,000	1,113,240	249,976	-	3,767,526
Golf	120,970	74,137	110,362	113,437	10,000	428,906
LDDA	910,000	-	-	-	-	910,000
Open Space	366,900	100,218	939,000	615,000	19,000	2,040,118
Park and Greenway	1,209,185	-	-	-	-	1,209,185
Park Improvement	516,500	5,919,358	16,500	1,953,131	16,500	8,421,989
Public Improvement	10,011,408	5,583,466	8,779,262	7,722,803	6,449,408	38,546,347
Public Safety	591,463	-	-	-	-	591,463
Sanitation	57,380	-	19,000	-	19,000	95,380
Sewer	4,366,548	4,019,602	5,565,536	3,659,445	3,379,468	20,990,599
Sewer Construction	28,000	108,000	-	895,870	-	1,031,870
Storm Drainage	4,266,540	7,568,209	1,677,862	2,348,875	2,435,581	18,297,067
Street	21,321,947	15,199,675	11,728,600	11,764,500	13,733,022	73,747,744
Transportation CIF	1,850,000	912,500	2,910,850	-	-	5,673,350
Water	11,764,862	13,458,752	14,296,616	13,440,245	21,803,589	74,764,064
Water Construction	128,500	308,718	100,500	100,500	1,200,500	1,838,718
Total	**71,005,028**	**66,237,808**	**61,067,769**	**52,481,073**	**59,273,716**	**310,065,394**
	-	-	-	-	-	

2025-2029 Capital Improvement Program Funded Projects - Capital Costs

		Project Description	2025	2026	2027	2028	2029	2025-2029 Total
Broadband								
BRB002	Fiber Aid to Construction	Construction and installation for residential and commercial customers	70,700	70,700	70,700	70,700	70,700	353,500
BRB005	Fiber Reliability Improvements	Equipment providing additonal capacity	95,950	33,000	40,000	42,000	82,820	293,770
BRB006	Fiber Underground Conversion	Redevelopment of undergrounding lines	176,346	176,750	202,505	202,505	202,505	960,611
BRB007	Fiber System Rehabilitation & Improvements	Replacement of aging infastructure	131,300	111,100	111,100	101,000	101,000	555,500
BRB008	Fiber Construction	Construction for residential and commercial customers where facilities are not yet built	1,062,068	853,995	789,113	683,265	671,650	4,060,091
BRB009	Fiber Installation	Installation of services to newly built single family and multi-tenant units	1,261,711	875,872	783,356	698,516	653,470	4,272,925
Broadband Total			**2,798,075**	**2,121,417**	**1,996,774**	**1,797,986**	**1,782,145**	**10,496,397**
Downtown Redevelopment								
DTR008	Downtown Alley & Breezeway Improvements	This project will provide maintenance of the assets included in the alleyscape and breezeway project	60,000	-	-	-	-	60,000
DTR023	Downtown Parking Lot Improvements	Improvements to parking lots in the downtown area	10,000	-	-	-	-	10,000
DTR033	Wayfinding	Gateway Signage in Downtown Longmont	50,000	-	-	-	-	50,000
DTR037	600 Main Rehabilitation	Rehabilitation of the property at 600 Main St.	800,000	-	-	-	-	800,000
Downtown Redevelopment Total			**920,000**	**-**	**-**	**-**	**-**	**920,000**
Drainage								
DRN021	Storm Drainage Rehabilitation and Improvements	Minor storm sewer rehabilitation and improvements	1,818,350	942,350	1,346,350	2,346,350	2,346,350	8,799,750
DRN039	Resilient St Vrain Project	This project includes land acquisi tion and widening of the St. Vrain Creek channel to increase storm flow capacity to carry the 100 year flood flows	1,400,000	5,400,000	-	-	-	6,800,000
Drainage Total			**3,218,350**	**6,342,350**	**1,346,350**	**2,346,350**	**2,346,350**	**15,599,750**
Electric								
ELE009	Electric Feeder Underground Conversion	Convert main feeder overhead lines to underground	225,000	400,000	450,000	500,000	550,000	2,125,000

		Project Description	2025	2026	2027	2028	2029	2025-2029 Total
ELE014	Electric System Capacity Increases	New main feeder extensions built as development generates a need to expand	1,636,608	1,121,425	783,705	882,023	1,125,810	5,549,571
ELE016	Electric Substation Expansion	Expansion and enhancements to substations occur as a result of new business growth and development that require an increase in substation capacity	83,760	90,011	472,634	-	98,456	744,861
ELE017	Electric Substation Upgrades	On-going effort to upgrade electrical substation transformers and distribution gear, the Supervisory Control and Data Acquisition (SCADA) system, security systems, and landscaping and roadway improvements around substation properties	514,240	492,020	1,653,488	332,000	401,033	3,392,781
ELE044	Electric Grid Modernization	Enhance existing facilities through improved operating conditions and system reliability	850,000	795,000	690,000	685,000	630,000	3,650,000
ELE091	Street Lighting Program	Conversion of unmetered porch lights to street lighting	225,000	250,000	275,000	300,000	300,000	1,350,000
ELE097	Electric Aid To Construction	Installation or upgrades for residential and commercial customers	3,908,000	4,020,000	2,320,000	2,200,000	2,200,000	14,648,000
ELE102	Electric System Reliability and Rehabilitation	Replacement of aging infastructure	1,322,500	1,411,125	1,502,931	1,598,078	1,696,732	7,531,366
ELE103	Distributed Energy Resources Innovation &Solutions	Developing and deploying distributed energy resources (DERs)	360,000	1,005,000	2,280,000	360,000	360,000	4,365,000
Electric Total			**9,125,108**	**9,584,581**	**10,427,758**	**6,857,101**	**7,362,031**	**43,356,579**
Parks, Recreation, and Open Space								
PRO049	Dry Creek Community Park	Improvement of existing features in the park	-	-	-	1,953,131	-	1,953,131
PRO05B	St. Vrain Greenway	Multiphase trail corridor along the St Vrain River	414,750	-	1,620,000	1,550,000	820,000	4,404,750
PRO083	Primary and Secondary Greenway Connection	Design and construction of sections of unfinished primary greenway	795,000	-	-	-	-	795,000
PRO102	Swimming and Wading Pools Maintenance	Renovation, replacement and upkeep of the aquatics facilities	359,288	380,240	500,000	636,690	666,196	2,542,414
PRO113	Park Irrigation Pump Systems Rehabilitation	Renovation of the park irrigation systems	350,000	360,000	225,000	100,000	100,000	1,135,000
PRO136	Park Bridge Replacement Program	Replacement and repair of park, greenway, and trail bridges	-	42,400	-	-	-	42,400

2025-2029 Capital Improvement Program Funded Projects - Capital Costs

		Project Description	2025	2026	2027	2028	2029	2025-2029 Total
PRO147	Kensington Park Improvements	Redevelopment of Kensington per the approved master plan	855,925	-	-	-	-	855,925
PRO169	Golf Course Cart Path Improvements	Improvements to golf course cart path systems	-	11,250	11,250	8,000	-	30,500
PRO184	Alta Park Master Planned Improvements	New restroom and lighting improvements at Alta Park	-	-	180,000	900,000	918,000	1,998,000
PRO186	Park Infrastructure Rehabilitation and Replacement	Renew aging park infrastructure	1,692,685	500,000	500,000	500,000	500,000	3,692,685
PRO191	Golf Buildings & Golf Courses Rehab	Rehabilitation and repairs to golf course clubhouses and maintenance buildings	78,862	62,887	99,112	105,437	10,000	356,298
PRO200	Public Education and Interpretive Signage	Public education, pamphlets and interpretive signage to tell how the City is managing a variety of projects around the City	107,500	-	91,000	-	91,000	289,500
PRO204	Sustainable Landscape Conversions	Converting areas within neighborhood parks, not being used by the public, to pollinator gardens	100,000	100,000	100,000	100,000	-	400,000
PRO208	Wayfinding Signage Project	Long term city wide formalized signage and wayfinding to assist residents and visitors	50,000	50,000	-	-	-	100,000
PRO211	Prairie Dog Barrier Replacements	Replacement of Prairie Dog Barriers throughout the City	-	212,100	-	-	-	212,100
PRO212	Water Efficiency Projects for Ag Open Space Prop	Water Efficiency Project for Agricultural Open Space properties would include four center pivot irrigation systems on four City Open Space Properties	190,890	200,436	-	-	-	391,326
PRO213	Multi-use Trail from Union Reservoir to Adam Farm	Build a multi-use connector trail between Union Reservoir, through Adam Farm and into St. Vrain State Park with nearby connection potential to the St. Vrain Greenway trail, to Mead High School, and to other nearby activity centers in the corridor	25,000	1,964,000	-	-	-	1,989,000
PRO44B	Sandstone Ranch Community Park	Redevelopment of Sandstone Ranch Community Park identified in Parks Recreation and Trails Master Plan	500,000	5,919,358	-	-	-	6,419,358
Parks, Recreation, and Open Space Total			**5,519,900**	**9,802,671**	**3,326,362**	**5,853,258**	**3,105,196**	**27,607,387**

		Project Description	2025	2026	2027	2028	2029	2025-2029 Total
Public Buildings and Facilities								
PBF001	Municipal Buildings Roof Improvements	Roof replacement and repair at various City facilities based on annual evaluation	1,404,110	948,246	1,622,376	1,945,302	2,228,367	8,148,401
PBF002	Municipal Facilities ADA Improvements	Improvements to City buildings for accessibility for the handicapped	431,293	249,976	229,978	249,976	136,250	1,297,473
PBF02B	Municipal Facilities ADA Improvements - Parks	Improvements to City buildings for accessibility for the handicapped	404,000	353,500	353,500	353,500	303,000	1,767,500
PBF037	Fire Stations Improvements	General improvements, maintenance and repairs at the City's fire stations	40,000	40,000	40,000	40,000	-	160,000
PBF080	Municipal Buildings Boiler Replacement	Boiler replacement and repair at various City facilities based on annual evaluation	445,609	556,968	2,693,340	455,688	150,917	4,302,522
PBF082	Municipal Buildings HVAC Replacement	HVAC replacement and repair at various City facilities based on annual evaluation	1,489,292	828,504	1,212,152	1,038,988	948,766	5,517,702
PBF109	Municipal Facilities Parking Lot Rehabilitation	Overlay and restriping of parking lots at various City buildings and parks	640,520	250,480	228,260	243,410	211,090	1,573,760
PBF119	Municipal Buildings Flooring Replacement	Carpet and flooring replacement at various City buildings based on industry standards and condition evaluations	178,770	247,000	48,500	151,500	101,000	726,770
PBF145	Community Services Specialized Equipment	Scheduled replacement for a variety of recreational and customer service equipment	521,730	527,890	729,400	694,900	600,000	3,073,920
PBF160	Municipal Buildings Auto Door and Gate Replacement	Replacement of powered and automatic doors and gates	15,000	15,000	15,000	15,000	15,000	75,000
PBF163	Municipal Buildings Keyless Entry	Retrofit doors and gates throughout the City with keyless entry	1,700,481	15,000	15,000	15,000	15,000	1,760,481
PBF181	Municipal Buildings UPS Repair and Replacement	Repairs and replacement of existing UPS systems throughout the City	15,000	60,550	206,980	20,000	25,000	327,530
PBF189	Municipal Buildings Exterior Maintenance	Repairs, updates or replacements to exterior of buildings to maintain integrity	15,000	15,000	15,000	15,000	15,000	75,000
PBF190	Municipal Buildings Interior Maintenance	Repairs, updates or replacements to interior of buildings to maintain integrity	18,000	18,000	18,000	18,000	18,000	90,000
PBF192	Operations & Maintenance Building/Site Improvement	Site evaluation and construction of facility for vehicle washing/storage and material storage	820,000	-	-	-	-	820,000

		Project Description	2025	2026	2027	2028	2029	2025-2029 Total
PBF200	Civic Center Complex Rehabilitation	Foundational replacement or repairs at the Civic Center	-	255,000	700,000	-	-	955,000
PBF201	Safety and Justice Rehabilitation	Foundational replacement or repairs at the Safety and Justice Center	1,200,000	-	-	-	-	1,200,000
PBF205	Facilities Condition Assessments	Assessment of other facilities that may be in need of foundational rehab	-	-	150,000	505,000	505,000	1,160,000
PBF225	Electric Vehicle Charging Stations	Design and construction of electric vehicle charging stations at various City facilities	1,161,500	1,212,000	424,200	-	-	2,797,700
PBF228	Warehouse Yard Paving	Paving dirt area in the LPC Warehouse yard	23,500	24,675	25,909	27,204	28,564	129,852
PBF233	Dickens Barn Stabilization	This project will be utilized to fund the plan, design, and construction for the preservation and improvements of the 2023 acquired William H. Dickens Farm/Mary A, Allen Homestead Barn on Zlaten Drive.	70,000	-	-	-	-	70,000
Public Buildings and Facilities Total			**10,593,805**	**5,617,789**	**8,727,595**	**5,788,468**	**5,300,954**	**36,028,611**
Sewer								
SWR053	Sanitary Sewer Rehabilitation and Improvements	Replacement program to upgrade existing damaged or deteriorating portions of the collection system	2,980,000	2,730,000	2,152,000	1,364,000	1,364,000	10,590,000
SWR128	Collection System Capacity Improvements	Capacity improvements in the sanitary sewer collection system due to increase in flow from new development	-	-	-	1,791,740	-	1,791,740
SWR154	WWTP Miscellaneous Infrastructure Improvements	Improvements, repairs and rehabilitation of the wastewater treatment plant	600,000	750,000	1,500,000	500,000	500,000	3,850,000
Sewer Total			**3,580,000**	**3,480,000**	**3,652,000**	**3,655,740**	**1,864,000**	**16,231,740**
Transportation								
TRP001	Asphalt Pavement Management Program	Ongoing component of the pavement management plan involving maintenance and rehabilitation of pavements	9,970,000	7,455,000	9,325,000	9,407,000	9,621,000	45,778,000
TRP011	Transportation System Management Program	Ongoing replacement program to upgrade existing damaged or deteriorating distribution system	4,850,000	1,350,000	1,350,000	1,350,000	1,350,000	10,250,000
TRP092	Boston Avenue Connection - Price To Martin	Improvements from S Pratt Pkwy to Price Road	350,000	-	-	-	-	350,000

		Project Description	2025	2026	2027	2028	2029	2025-2029 Total
TRP094	Railroad Quiet Zones	Construction of supplemental safety measures required to implement quiet zones along BNSF railroad	5,420,000	420,000	-	-	-	5,840,000
TRP098	State Highway 66 Improvements - Hover to US 287	Reconstruction and widening of State Highway 66	150,000	-	-	-	-	150,000
TRP105	Missing Sidewalks	Design and construct various gaps in the City's sidewalk system	421,000	-	-	-	-	421,000
TRP106	Concrete Pavement Management Program	Improve the structural condition and smoothness (ride-ability) of the streets in Longmont that are constructed with concrete pavement	-	1,000,000	-	1,000,000	-	2,000,000
TRP119	3rd Avenue Westbound Bridge Rehabilitation	Rehab of concrete deck that is reaching the end of its life	-	-	360,000	-	2,430,000	2,790,000
TRP121	Ken Pratt Blvd/SH119 Imprvmnt - Hover St Intersect	Intersection capacity improvements	-	1,000,000	1,000,000	-	-	2,000,000
TRP123	Nelson Rd Impr - Grandview Meadows Dr to Hover St	Project would provide traffic capacity improvements	-	412,500	-	-	-	412,500
TRP124	Nelson Rd & Hover St Intersection Improvements	Intersection traffic capacity improvements	-	100,000	2,853,350	-	-	2,953,350
TRP131	1st and Main Transit Station Area Improvements	This project will implement the adopted 2012 1st and Main Station Transit & Revitalization Plan	-	500,000	500,000	-	-	1,000,000
TRP135	Coffman St Busway Improvements	Design and construction of a dedicated, center-lane busway on Coffman Street	1,314,000	3,283,000	-	-	-	4,597,000
TRP137	Main Street Corridor Plan	Transportation improvements identified in the Main Street Corridor Plan	1,025,000	-	100,000	-	100,000	1,225,000
Transportation Total			**23,500,000**	**15,520,500**	**15,488,350**	**11,757,000**	**13,501,000**	**79,766,850**
Water								
WTR066	Water Distribution Rehabilitation and Improvements	Replacement program to upgrade existing damaged or deteriorating portions of the distribution system	8,986,790	7,551,500	6,785,080	8,022,170	12,011,540	43,357,080
WTR137	Union Reservoir Land Acquisition Program	Acquisition of land adjacent to Union reservoir for existing and future uses of the reservoir	50,000	50,000	50,000	50,000	50,000	250,000
WTR155	Water Treatment Plant Improvements	Improvements at Nelson-Flanders and Wade Gaddis treatment plants	100,000	100,000	100,000	150,000	150,000	600,000

2025-2029 Capital Improvement Program Funded Projects - Capital Costs

		Project Description	2025	2026	2027	2028	2029	2025-2029 Total
WTR164	Water Utility Monitoring and Control System	Improvements and replacement of the City's instrumentation & controls (I&C) assets.	100,000	240,000	4,100,000	1,300,000	2,350,000	8,090,000
WTR173	Raw Water Irrigation & Park Pond Improvements	System improvements for the delivery of raw water supplies to parks, open space and golf courses	400,000	2,000,000	2,000,000	-	-	4,400,000
WTR179	Water System Oversizing	Developer reimbursements for oversizing water lines ahead of City's schedule	50,500	50,500	50,500	50,500	50,500	252,500
WTR181	Raw Water Transmission Rehab & Improvements	Addresses rehabilitation and improvements of raw water infrastructure and facilities	282,500	1,363,500	404,000	959,500	-	3,009,500
WTR182	Raw Water Flow Monitoring & Automation	Installation of State Engineers Office approved flow monitoring stations on raw water intake points	30,000	510,000	510,000	30,000	-	1,080,000
WTR188	Regional Potable Water Interconnections	This project will include studies, planning, design, permitting and construction of regional potable water interconnections with adjacent water districts	-	-	-	-	2,000,000	2,000,000
WTR194	Ralph Price Reservoir Improvements	Improvements to extend the useful life of the facility and reduce operating and maintenance costs	250,000	303,000	403,000	2,063,000	5,000,000	8,019,000
WTR196	Southern Water Supply Project Pipeline II	Design and construction of a new turnout and delivery system	-	-	-	-	500,000	500,000
WTR198	Meter and AMR Replacement	Meter devices have a useful life of 10 years; the costs presented in this CIP are to replace approximately 3,000 metering devices per year.	1,500,000	1,600,000	1,700,000	1,800,000	1,900,000	8,500,000
Water Total			**11,749,790**	**13,768,500**	**16,102,580**	**14,425,170**	**24,012,040**	**80,058,080**
Grand Total			**71,005,028**	**66,237,808**	**61,067,769**	**52,481,073**	**59,273,716**	**310,065,394**

Notes:
Projects in blue are funded in full or partially with bonds
Projects in purple have non-recurring operating expenditures in the 2025 budget

2025-2029 Capital Improvement Program Funded Projects - Operating Costs

Project Category		Operating Description	2025	2026	2027	2028	2029	2025-2029 Total
Broadband								
BRB002	Fiber Aid to Construction	No impact to operating expenses	-	-	-	-	-	-
BRB005	Fiber Reliability Improvements	No impact to operating expenses	-	-	-	-	-	-
BRB006	Fiber Underground Conversion	No impact to operating expenses	-	-	-	-	-	-
BRB007	Fiber System Rehabilitation & Improvements	No impact to operating expenses	-	-	-	-	-	-
BRB008	Fiber Construction	No impact to operating expenses	-	-	-	-	-	-
BRB009	Fiber Installation	No impact to operating expenses	-	-	-	-	-	-
Debt		Debt payments for prior year's projects	4,434,651	4,434,651	4,434,513	4,435,349	4,446,950	22,186,113
	Total		**4,434,651**	**4,434,651**	**4,434,513**	**4,435,349**	**4,446,950**	**22,186,113**
Downtown Redevelopment								
DTR008	Downtown Alley & Breezeway Improvements	No impact to operating expenses	-	-	-	-	-	-
DTR023	Downtown Parking Lot Improvements	No impact to operating expenses	-	-	-	-	-	-
DTR033	Wayfinding	No impact to operating expenses	-	-	-	-	-	-
DTR037	600 Main Rehabilitation	No impact to operating expenses	-	-	-	-	-	-
	Total		**-**	**-**	**-**	**-**	**-**	**-**
Drainage								
DRN021	Storm Drainage Rehabilitation and Improvements	No impact to operating expenses	-	-	-	-	-	-
DRN039	Resilient St Vrain Project	No impact to operating expenses	-	-	-	-	-	-
Debt		Debt payments for prior year's projects	2,448,938	2,450,938	2,463,638	2,465,238	1,450,388	11,279,138
	Total		**2,448,938**	**2,450,938**	**2,463,638**	**2,465,238**	**1,450,388**	**11,279,138**

2025-2029 Capital Improvement Program Funded Projects - Operating Costs

Project Category		Operating Description	2025	2026	2027	2028	2029	2025-2029 Total
Electric								
ELE009	Electric Feeder Underground Conversion	No impact to operating expenses	-	-	-	-	-	-
ELE014	Electric System Capacity Increases	No impact to operating expenses	-	-	-	-	-	-
ELE016	Electric Substation Expansion	No impact to operating expenses	-	-	-	-	-	-
ELE017	Electric Substation Upgrades	No impact to operating expenses	-	-	-	-	-	-
ELE044	Electric Grid Modernization	No impact to operating expenses	-	-	-	-	-	-
ELE091	Street Lighting Program	No impact to operating expenses	-	-	-	-	-	-
ELE097	Electric Aid To Construction	No impact to operating expenses	-	-	-	-	-	-
ELE102	Electric System Reliability and Rehabilitation	No impact to operating expenses	-	-	-	-	-	-
ELE103	Distributed Energy Resources Innovation &Solutions	No impact to operating expenses	-	-	-	-	-	-
	Total		**-**	**-**	**-**	**-**	**-**	**-**
Parks, Recreation, and Open Space								
PRO05B	St. Vrain Greenway	Staff and operating/maintenance	-	183,072	6,000	-	-	189,072
PRO44B	Sandstone Ranch Community Park	Staff and capital outlays	-	373,258	-	-	-	373,258
PRO049	Dry Creek Community Park	Staff and capital outlays	-	-	-	-	697,290	697,290
PRO083	Primary and Secondary Greenway Connection	No impact to operating expenses	-	-	-	-	-	-
PRO102	Swimming and Wading Pools Maintenance	No impact to operating expenses	-	-	-	-	-	-
PRO113	Park Irrigation Pump Systems Rehabilitation	No impact to operating expenses	-	-	-	-	-	-
PRO136	Park Bridge Replacement Program	No impact to operating expenses	-	-	-	-	-	-
PRO147	Kensington Park Rehabilitation	Additional operating/ maintenance	-	4,917	-	-	-	4,917
PRO169	Golf Course Cart Path Improvements	No impact to operating expenses	-	-	-	-	-	-
PRO184	Alta Park Master Planned Improvements	Additional operating/ maintenance	-	-	2,769		-	2,769
PRO186	Park Infrastructure Rehabilitation and Replacement	No impact to operating expenses	-	-	-	-	-	-

2025-2029 Capital Improvement Program Funded Projects - Operating Costs

Project Category		Operating Description	2025	2026	2027	2028	2029	2025-2029 Total
PRO191	Golf Buildings & Golf Courses Rehab	No impact to operating expenses	-	-	-	-	-	-
PRO200	Public Education and Interpretive Signage	No impact to operating expenses	-	-	-	-	-	-
PRO204	Sustainable Landscape Conversions	No impact to operating expenses	-	-	-	-	-	-
PRO208	Wayfinding Signage Project	No impact to operating expenses	-	-	-	-	-	-
PRO211	Prairie Dog Barrier Replacements	Capital outlays	-	212,100	-	-	-	212,100
PRO212	Water Efficiency Projects for Ag Open Space Prop	Capital outlays	190,890	200,436	-	-	-	391,326
PRO213	Multi-use Trail from Union Reservoir to Adam Farm	Additional operating/maintenance	-	-	3,636	-	-	3,636
Debt		Debt payments for prior year's projects	2,372,150	2,368,825	2,367,850	2,368,988	2,368,138	11,845,951
	Total		**2,563,040**	**3,342,608**	**2,380,255**	**2,368,988**	**3,065,428**	**13,720,319**
Public Buildings and Facilities								
PBF001	Municipal Buildings Roof Improvements	No impact to operating expenses	-	-	-	-	-	-
PBF002	Municipal Facilities ADA Improvements	No impact to operating expenses	-	-	-	-	-	-
PBF02B	Municipal Facilities ADA Improvements - Parks	No impact to operating expenses	-	-	-	-	-	-
PBF037	Fire Stations Improvements	No impact to operating expenses	-	-	-	-	-	-
PBF080	Municipal Buildings Boiler Replacement	No impact to operating expenses	-	-	-	-	-	-
PBF082	Municipal Buildings HVAC Replacement	No impact to operating expenses	-	-	-	-	-	-
PBF109	Municipal Facilities Parking Lot Rehabilitation	No impact to operating expenses	-	-	-	-	-	-
PBF119	Municipal Buildings Flooring Replacement	No impact to operating expenses	-	-	-	-	-	-
PBF145	Community Services Specialized Equipment	No impact to operating expenses	-	-	-	-	-	-
PBF160	Municipal Buildings Auto Door and Gate Replacement	No impact to operating expenses	-	-	-	-	-	-
PBF163	Municipal Buildings Keyless Entry	No impact to operating expenses	-	-	-	-	-	-
PBF181	Municipal Buildings UPS Repair and Replacement	No impact to operating expenses	-	-	-	-	-	-

2025-2029 Capital Improvement Program Funded Projects - Operating Costs

Project Category		Operating Description	2025	2026	2027	2028	2029	2025-2029 Total
PBF189	Municipal Buildings Exterior Maintenance	No impact to operating expenses	-	-	-	-	-	-
PBF190	Municipal Buildings Interior Maintenance	No impact to operating expenses	-	-	-	-	-	-
PBF200	Civic Center Rehabilitation	No impact to operating expenses	-	-	-	-	-	-
PBF201	Safety and Justice Rehabilitation	No impact to operating expenses	-	-	-	-	-	-
PBF205	Facilities Condition Assessments	No impact to operating expenses	-	-	-	-	-	-
PBF225	Electric Vehicle Charging Stations	No impact to operating expenses	-	-	-	-	-	-
PBF228	Warehouse Yard Paving	No impact to operating expenses	-	-	-	-	-	-
PBF233	Dickens Barn Stabilization	No impact to operating expenses	-	-	-	-	-	-
Debt		Debt payments for prior year's projects	2,038,400	2,040,150	2,038,900	2,039,650	2,042,150	10,199,250
	Total		**2,038,400**	**2,040,150**	**2,038,900**	**2,039,650**	**2,042,150**	**10,199,250**
Sewer								
SWR053	Sanitary Sewer Rehabilitation and Improvements	No impact to operating expenses	-	-	-	-	-	-
SWR128	Collection System Capacity Improvements	No impact to operating expenses	-	-	-	-	-	-
SWR154	WWTP Miscellaneous Infrastructure Improvements	No impact to operating expenses	-	-	-	-	-	-
Debt		Debt payments for prior year's projects	3,332,425	3,343,125	3,347,575	3,346,825	3,345,975	16,715,925
	Total		**3,332,425**	**3,343,125**	**3,347,575**	**3,346,825**	**3,345,975**	**16,715,925**

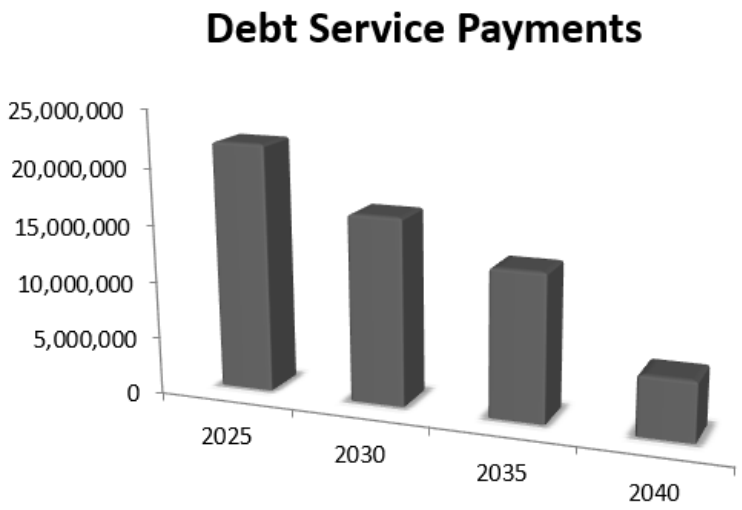
2025-2029 Capital Improvement Program Funded Projects - Operating Costs

Project Category		Operating Description	2025	2026	2027	2028	2029	2025-2029 Total
Transportation								
TRP001	Asphalt Pavement Management Program	No impact to operating expenses	-	-	-	-	-	-
TRP011	Transportation System Management Program	No impact to operating expenses	-	-	-	-	-	-
TRP092	Boston Avenue Connection - Price To Martin	No impact to operating expenses	-	-	-	-	-	-
TRP094	Railroad Quiet Zones	No impact to operating expenses	-	-	-	-	-	-
TRP098	State Highway 66 Improvements - Hover to US 287	No impact to operating expenses	-	-	-	-	-	-
TRP105	Missing Sidewalks	No impact to operating expenses	-	-	-	-	-	-
TRP106	Concrete Pavement Management Program	No impact to operating expenses	-	-	-	-	-	-
TRP119	3rd Avenue Westbound Bridge Rehabilitation	No impact to operating expenses	-	-	-	-	-	-
TRP121	Ken Pratt Blvd/SH119 Imprvmnt - Hover St Intersect	No impact to operating expenses	-	-	-	-	-	-
TRP123	Nelson Rd Impr - Grandview Meadows Dr to Hover St	No impact to operating expenses	-	-	-	-	-	-
TRP124	Nelson Rd & Hover St Intersection Improvements	No impact to operating expenses	-	-	-	-	-	-
TRP131	1st and Main Transit Station Area Improvements	No impact to operating expenses	-	-	-	-	-	-
TRP135	Coffman St Busway Improvements	Staff and operating/maintenance	175,000	-	-	-	-	175,000
TRP137	Main Street Corridor Plan	No impact to operating expenses	-	-	-	-	-	-
	Total		**175,000**	**-**	**-**	**-**	**-**	**175,000**
Water								
WTR066	Water Distribution Rehabilitation and Improvements	No impact to operating expenses	-	-	-	-	-	-
WTR137	Union Reservoir Land Acquisition Program	No impact to operating expenses	-	-	-	-	-	-
WTR155	Water Treatment Plant Improvements	No impact to operating expenses	-	-	-	-	-	-
WTR164	Water Utility Monitoring and Control System	No impact to operating expenses	-	-	-	-	-	-
WTR173	Raw Water Irrigation & Park Pond Improvements	No impact to operating expenses	-	-	-	-	-	-
WTR179	Water System Oversizing	No impact to operating expenses	-	-	-	-	-	-

2025-2029 Capital Improvement Program Funded Projects - Operating Costs

Project Category		Operating Description	2025	2026	2027	2028	2029	2025-2029 Total
WTR181	Raw Water Transmission Rehab & Improvements	No impact to operating expenses	-	-	-	-	-	-
WTR182	Raw Water Flow Monitoring & Automation	No impact to operating expenses	-	-	-	-	-	-
WTR188	Regional Potable Water Interconnections	No impact to operating expenses	-	-	-	-	-	-
WTR194	Ralph Price Reservoir Improvements	No impact to operating expenses	-	-	-	-	-	-
WTR196	Southern Water Supply Project Pipeline II	No impact to operating expenses	-	-	-	-	-	-
WTR198	Meter and AMR Replacement	No impact to operating expenses	-	-	-	-	-	-
Debt		Debt payments for prior year's projects	5,269,763	5,273,388	5,272,325	5,271,575	5,270,938	26,357,989
	Total		**5,269,763**	**5,273,388**	**5,272,325**	**5,271,575**	**5,270,938**	**26,357,989**
	2025-2029 Funded Projects Operating Totals		**20,262,216**	**20,884,859**	**19,937,206**	**19,927,625**	**19,621,829**	**100,633,734**

2025 Debt Service



The City's 2025 debt service payments total $21,943,008 which is 4.7% 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 2023, the actual value of taxable property within the city totaled $17.43 billion. The 3% limitation equaled $522,876,833. The City had no outstanding debt applicable to the debt limitation and meets the 3% limitation stipulation. Further information can be found on page 40 and pages 84 to 89 of the City's 2023 Annual Comprehensive Financial Report.

2025 Debt Service Payments by Fund

	Principal	Interest	Total Payment	Maturity Date
SEWER FUND				
Series 2013 Revenue Bonds	420,000	121,200	541,200	2032
Series 2015 Revenue Bonds	1,155,000	843,525	1,998,525	2035
Series 2020 Refunding Bonds	595,000	197,700	792,700	2030
WATER FUND				
2021 Revenue Bonds	1,850,000	1,453,700	3,303,700	2041
2021A Revenue Bonds	1,130,000	836,063	1,966,063	2041
PUBLIC IMPROVEMENT FUND				
Series 2019 Revenue Bonds	1,165,000	873,400	2,038,400	2039
OPEN SPACE FUND				
Series 2018 Revenue Bonds	465,000	201,050	666,050	2033
2020 Revenue Refunding Bonds	1,170,000	536,100	1,706,100	2034
STORM DRAINAGE FUND				
2014 Revenue Bonds	1,045,000	404,438	1,449,438	2034
Series 2016 Rev Refunding Bonds	905,000	94,500	999,500	2028
ELECTRIC AND BROADBAND FUND				
2014 Revenue Bonds	3,125,000	586,913	3,711,913	2029
2017 Revenue Bonds	625,000	97,738	722,738	2029
VILLAGE AT THE PEAKS FUND				
2014A Certificates of Participation	1,480,000	566,682	2,046,682	2037
TOTAL ALL FUNDS	**15,130,000**	**6,813,008**	**21,943,008**	

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)

Year	Principal	Interest	Total Payment
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)

Year	Principal	Interest	Total Payment
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)

Year	Principal	Interest	Total Payment
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)

Year	Principal	Interest	Total Payment
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)

Year	Principal	Interest	Total Payment
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)

Year	Principal	Interest	Total Payment
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)

Year	Principal	Interest	Total Payment
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)

Year	Principal	Interest	Total Payment
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)

Year	Principal	Interest	Total Payment
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)

Year	Principal	Interest	Total Payment
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)

Year	Principal	Interest	Total Payment
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)

Year	Principal	Interest	Total Payment
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)

Year	Principal	Interest	Total Payment
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.

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 (CIF): 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.

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.

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.