



Budget Retreat  
August 28, 2017  
2018 Budget  
Presentation 17-121



# Agenda

- Opening Remarks
- Overview of proposed 2018 Budget
- Sources of Revenue
  - Parks, Rec & Golf Dept. – Recreation Facility Fees & Charges
  - Fleet Procurement
- Uses of Revenue
  - New Recreation Division Staffing
  - CIPP
  - City Manager Recommendations
- Bison Ridge Recreation Center Interior Package Review/Feedback
- Sources/Uses Final Review
- Recap; Questions & City Council Feedback/Direction



# 2018 General Fund

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Budgeted GF Operating Revenues	63,746,184
2K Policy Indirect Allocation	642,062
Transfer In - Fleet Fund	1,200,000
Operating Budget Requests - GF	(58,710,423)
Transfer to Housing Authority Fund	(60,000)
Transfer to Elected Officials' Retirement Fund	(44,160)
Transfer to Debt Service Fund	(2,959,211)
Transfer to URA Fund	(83,000)
Transfer to CIPP - Indirect 2K O&M Policy	(110,723)
Transfer to CIPP - (Contingency & % of Gen Fund Bud Reven	(820,000)
Transfer to CIPP (HUTF)	(1,777,999)
Transfer to CIPP (Road & Bridge)	(524,243)
<hr/>	
2018 Gen Fund Surplus	498,487
2K Revenues	12,944,280
2K Operating Budget Requests	(5,649,744)
2K Debt Service	(7,205,888)
<hr/>	
2018 2K Fund Balance Surplus	88,648



# Sources of Revenue

<u>2018 Budget</u>	
<b><u>Financial Sources</u></b>	
General Fund Revenue	\$ 63,746,184
Fleet Fund	\$ 1,200,000
2k allocation	\$ 642,062
2k Revenue	
1% Taxes	12,358,195
Paradise Pool	256,000
New Recreation Center	330,085
Fund Balance - General Fund	-
	<b>\$ 78,532,526</b>



# Parks, Recreation & Golf Department Recreation Facility Fees & Charges

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August 28, 2017

# Outcomes



- Discuss Resident Child and Youth fees
- Discuss Resident Senior fees
- Discuss effective dates for all fees for recreation centers



# Daily Admission/Drop-in

	CC Current Fees	CC NEW FEES	Brighton	Broomfield (Derda)	Denver	Thornton	Westminster
Child Res w/PP							
Youth Res w/PP							
Adult Res w/PP	\$3.00	<b>\$4.00</b>	\$4.50	\$5.00	\$6.00 (25-64 yrs)	\$4.00	\$5.00
Senior Res w/PP							
Corporate w/PP	\$3.50	<b>\$5.00</b>	N/A	N/A	N/A	N/A	N/A
Child - Daily	\$3.75	<b>\$4.00</b>	5 under free	\$6.25	N/A	\$4.00	\$4.50
Youth - Daily	\$4.75	<b>\$5.00</b>	\$3.50	\$6.25	N/A	\$5.00	\$5.00
Adult - Daily	\$6.00	<b>\$6.25</b>	\$5.50	\$7.75	N/A	\$6.50	\$6.00
Senior - Daily	\$4.75	<b>\$5.00</b>	\$3.50	\$6.25	N/A	\$4.50	\$5.00

# Individual Annual Membership



	CC Current Fees	Market Value	CC NEW FEES	Monthly Fee (Auto Debit)
Child Resident				
Youth Resident				
Adult Resident	\$187.50	\$250	<b>\$200</b>	\$16.67
Senior Resident				
Child Non Res	\$93.75	\$250	<b>\$250</b>	\$20.83
Youth Non Res	\$235	\$312.50	<b>\$312.50</b>	\$26.04
Adult Non Res	\$312.50	\$390	<b>\$390</b>	\$32.50
Senior Non Res	\$150	\$312.50	<b>\$312.50</b>	\$26.04
Corporate	\$218.75	\$312.50	<b>\$312.50</b>	\$26.04





# Child & Youth Recreation Center Fees

	CC Current Fees	CC NEW FEES	Brighton	Broomfield (Derda)	Denver	Thornton	Westminster
Child Res w/PP	\$1.00	<b>\$2.00</b>	5 under free	\$3.50	\$2.00 (2-18 yrs)	\$2.25	\$3.50
Youth Res w/PP	\$2.00	<b>\$3.00</b>	\$2.75	\$3.50	\$5.00 (19-24 yrs)	\$2.75	\$4.00



# Senior Recreation Center Fees

## Option 1

Senior (62-79)	\$125
Gold Card (80+)	\$62.50
<i>*Senior residents (62+) would be given the opportunity to purchase a membership at the current rate (\$12.00) thru 12/31/18.</i>	

## Option 2

Senior (62-79)	\$62.50
Gold Card (80+)	\$31.25

## Option 3

Senior (62+)	\$50.00
<i>*All seniors can request \$50 from the Good Friends Scholarship program annually for programs, memberships, etc. (no qualification requirements).</i>	

## Option 4

	2018	2019	2020	2021
Senior (62+)	\$24.00	\$48.00	\$96.00	\$125.00

## Option 5

	2018	2019	2020	2021	2022
Senior (62+)	\$12.00	\$24.00	\$48.00	\$96.00	\$125.00



# Revenue Comparisons

## Eagle Pointe Recreation Center

Revenue in 2016	Revenue With Proposed Fees	Revenue With No Increases to Resident Child & Youth Fees	Revenue With Senior Option #1	Revenue With Senior Option #2	Revenue With Senior Option #3	Revenue With Senior Option #4 (2018)	Revenue With Senior Option #4 (2019)	Revenue With Senior Option #4 (2020)	Revenue With Senior Option #4 (2021)	Revenue With Senior Option #5 (2018)	Revenue With Senior Option #5 (2019)	Revenue With Senior Option #5 (2020)	Revenue With Senior Option #5 (2021)	Revenue With Senior Option #5 (2022)
<b>\$264,693</b>	\$367,388	\$354,178	\$352,803	\$334,803	\$331,753	\$323,979	\$331,155	\$345,507	\$354,178	\$320,391	\$323,979	\$331,155	\$345,507	\$354,178
Difference	\$102,695	\$89,485	\$88,110	\$70,110	\$67,060	\$59,286	\$66,462	\$80,814	\$89,485	\$55,698	\$59,286	\$66,462	\$80,814	\$89,485



# Revenue Comparisons

## Both Recreation Centers

Revenue in 2016	Revenue With Proposed Fees	Revenue With No Increases to Resident Child & Youth Fees	Revenue With Senior Option #1	Revenue With Senior Option #2	Revenue With Senior Option #3	Revenue With Senior Option #4 (2018)	Revenue With Senior Option #4 (2019)	Revenue With Senior Option #4 (2020)	Revenue With Senior Option #4 (2021)	Revenue With Senior Option #5 (2018)	Revenue With Senior Option #5 (2019)	Revenue With Senior Option #5 (2020)	Revenue With Senior Option #5 (2021)	Revenue With Senior Option #5 (2022)
\$264,693	\$367,388	\$354,178	\$352,803	\$334,803	\$331,753	\$323,979	\$331,155	\$345,507	\$354,178	\$320,391	\$323,979	\$331,155	\$345,507	\$354,178
Difference	\$102,695	\$89,485	\$88,110	\$70,110	\$67,060	\$59,286	\$66,462	\$80,814	\$89,485	\$55,698	\$59,286	\$66,462	\$80,814	\$89,485
Times 2	\$205,390	\$178,970	\$176,220	\$140,220	\$134,120	\$118,572	\$132,924	\$161,628	\$178,970	\$111,396	\$118,572	\$132,924	\$161,628	\$178,970



# Proposed Effective Dates for Recreation Center Fees

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- **Effective January 1, 2018**
  - Facility Rental Fees
- **Effective with distribution of Fall Brochure (1<sup>st</sup> Monday, August); or Winter/Spring Brochure (1<sup>st</sup> Monday, December) 2018**
  - Daily Admission/Drop-in
  - Annual Memberships
  - 20-Visit Card & Monthly Pass



# Next Steps



- City Council take action on fees & charges by adoption of a resolution amending the City Directory of Fees & Charges at the September 18, 2017 City Council meeting.





# Questions

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# Fleet Procurement

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# Procurement Method for Fleet

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- Considering new model
- Purchase/Own to Lease/Purchase for a portion of our fleet
- Doesn't include heavy equipment



# Why?

- Newer vehicles have better fuel economy and newest safety standards
- Cash flow – only pay for portion of vehicle we use
- Lower maintenance costs due to vehicles being replaced more timely
- Maximize price recovered when selling vehicles
- Standardization where possible
- **No reduction in existing fleet staff – they will focus on equipment that isn't purchased under this model and maintenance of new leased vehicles which will be minimal**



# Safety Changes

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## 2007

- Front/Side crash test
- Anti-lock brakes
- Airbags

## 2012

- Electronic Stability Control
- Lane Departure Warning
- Rear Video

## 2017

- Forward Collision Warning
- Blind Spot Warning
- Offset-crash test



# Fleet Historical Costs

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2010	\$ 315,300
2011	\$ 992,450
2012	\$1,254,542
2013	\$1,296,800
2014	\$1,074,900
2015	\$1,440,300
2016	\$2,329,000
2017	\$2,094,000

\*These costs are paid for by fleet  
retained earnings



# Fleet Comparison/Savings

Equity Lease Model					
	Vehicle replaced	Total Annual Cost Without Maintenance	Total Annual One Time Aftermarket Cost	Vehicles not Leased Cost	Total Annual Payment
2017	33	\$236,753	\$86,000	\$557,500	\$880,253
2018	36	\$269,031	\$114,000	\$496,818	\$1,116,602
				Total	\$1,996,854

Fleet Capital Current Model					
	Vehicle replaced	Total Annual Budgeted replacement Cost	Included in replacement	Included in replacement	Total Annual Payment
2017	33	2,094,000	N/A	N/A	\$2,094,000
2018	36	1,964,000	N/A	N/A	\$1,964,000
				Total	\$4,058,000

Savings	
2017	\$1,213,747
2018	\$847,398

2016 Fleet Fund Balance was \$6,592,414



# Selection

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## **Enterprise Fleet Management**

- 53 Local Offices
- 450,000 + Fleet Managed
- 1,090 Employees
- 58 Years of Service
- They use a competitive bid process which is in alignment with our procurement policy



# References

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- Denver Police
- Evergreen Parks & Rec District
- Denver Water
- Aurora Public Schools
- Adams 12 Five Star Schools
- South Metro Fire Rescue
- City of Fountain



# Services

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- **Acquisition**
- **Financing/Credit Lines**
- Fuel Programs (same program we use)
- Maintenance Programs
- **Vehicle Resale** (no auction fees to buy/sell)
- **Aftermarket Vehicle Customization**
- **License, Title, Registration**
- **Driver Safety**
- Accident/Risk Management
- Telematics





# Enterprise Strengths

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- Fleet cost analysis at no cost
- Annual client review/saving analysis
- Identifying best time to sell, maximizing price
- Identify right vehicle for the application
- Access to all makes/models
- Receive Enterprise Staff Support



# Next Steps

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- Legal review of documents
- Contract to City Council
- Finance incorporate numbers into the final budget
- Proceed with ordering of 2017 & 2018 vehicles (2018 delivery in Jan/Feb 2018)



# Questions



# Uses of Revenue

<b>Primary Government Uses</b>	
Administration	\$ 4,658,304
Human Resources	1,087,280
Finance	13,574,241
Community Development	3,830,343
Public Safety	17,650,256
Public Works	7,908,695
Parks, Recreation & Golf	8,397,215
GF Recreation Admin Operations	72,016
GF indirect Sallary allocation	1,532,073
<b>Total Primary Government</b>	<b>58,710,423</b>
<b>Transfers To</b>	
Commerce City Housing Authority	60,000
Elected Officials Retirement Fund	44,160
Debt Service Fund	2,959,211
CIPP Fund-Highway User	1,777,999
CIPP Fund-Road & Bridge	524,243
CIPP Indirect alloaction Long term Capital (20%)	110,723
CIPP Fund	820,000
URA Fund-Derby Catalyst	83,000
<b>Total Transfers To</b>	<b>6,379,336</b>
<b>2K Primary Government Uses</b>	
2k indirect Sallary allocation	2,298,110
2k Parks, Recreation	1,136,129
2k Parks	450,364
2K Recreation Admin Operations	108,025
2K Roads	103,054
2k Indirect alloaction Long term Capital (20%)	110,723
2k Indirect alloaction (15%)	531,339
2k Program Management	912,000
<b>Total Primary Government</b>	<b>5,649,744</b>
<b>Transfers To</b>	
Debt Service Fund - 2K-2014	4,534,988
Debt Service Fund - 2K-2016	2,670,900
<b>Total Transfers To</b>	<b>7,205,888</b>





# Recreation Center Staffing



# Purpose

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- Provide City Council with an overview of the following:
  - Bison Ridge and Eagle Pointe operations and programs
  - Full time staffing recommendation
  - Variable Hour Employee (VHE)



# Eagle Pointe Recreation Center

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- Approximately 72,000 square feet
- General hours of operation:
  - Mon-Fri 5:30am-9:30pm
  - Sat-Sun 8:00am-5:30pm
- Staffing levels FT & VHE
  - Center control counter (POS)
  - Aquatics
  - Gym/Weight room
  - Registration
  - Child care
  - Fitness & programs



# Bison Ridge Recreation Center

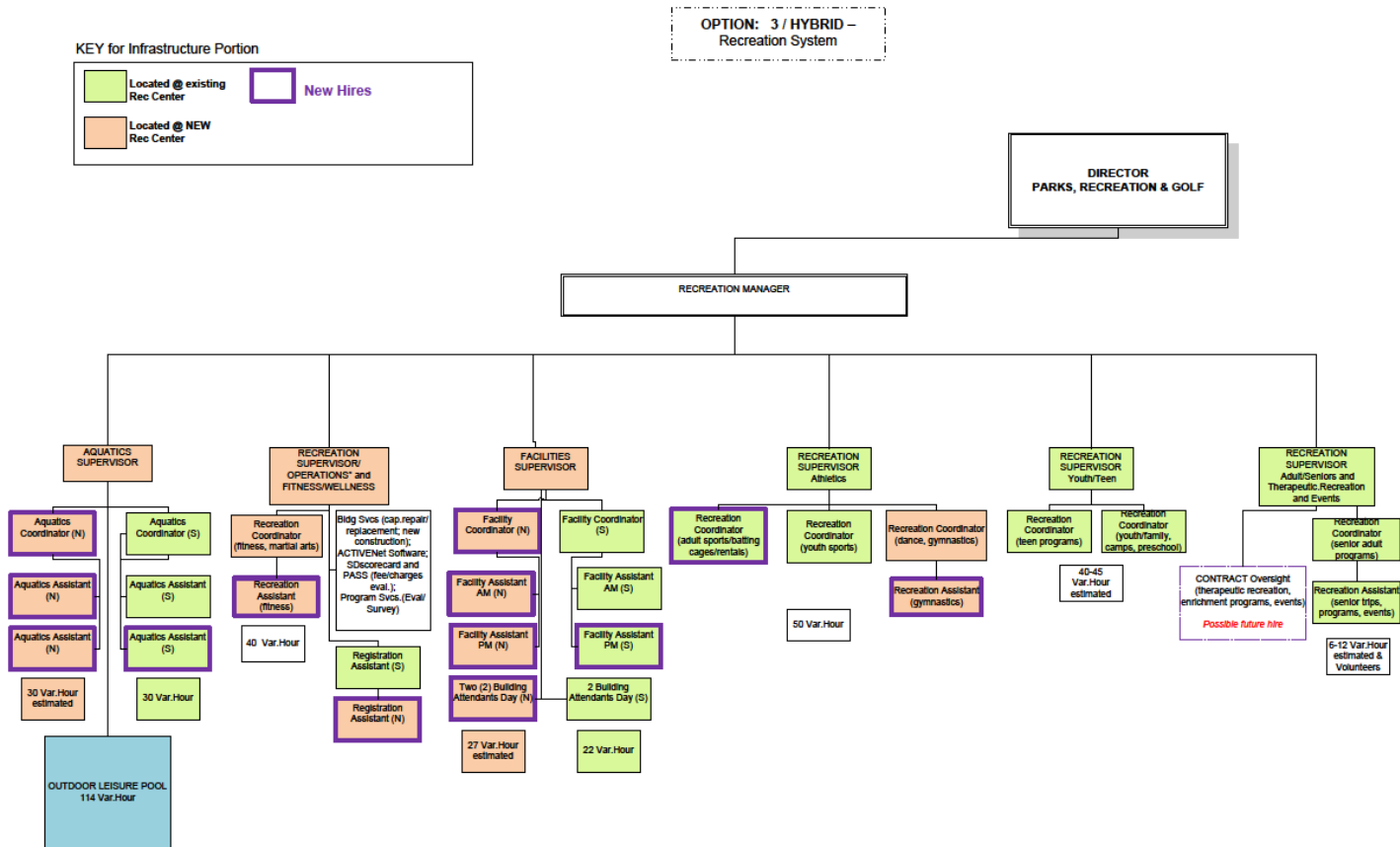
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- 108,000 square feet
- General hours of operation:
  - Mon-Fri 5:30am-9:30pm
  - Sat-Sun 8:00am-5:30pm
- Staffing levels FT & VHE
  - Center control counter (POS & Registration)
  - Aquatics
  - Gym/Weight room
  - Child care
  - Fitness & programs





# Recreation Division Organization Chart



as of June 2017

# Hiring Timeline for New FT Positions

## Commerce City Recreation Centers Hiring Plan

Based on May 2018 New Center Opening Mid-April Substantial Completion

v2 2017  
Mar-17 update

New Rec Center Opens																												
Facility	2017			2018												2019												
	Q4			Q1			Q2			Q3			Q4			Q1			Q2			Q3			Q4			
New Recreation Center	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	
	Recreation Coordinator (thoracic recreation, Enrichment programs & events)			CONTRACTED SERVICES – possible future hire																								
	to be budget in contract services																											
	Facility Coordinator																											
	4043.58	4043.58		4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	
	Aquatics Coordinator																											
	4043.58	4043.58		4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	
	Facility Assistant																											
				3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75
	Facility Assistant																											
				3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75
	Aquatics Assistant																											
				3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75
	Aquatics Assistant																											
				3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75
Existing Recreation Center	Registration Assistant																											
				3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75
	Fitness Assistant																											
				3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75
	Building Attendant #1																											
				2375.92	2375.92	2375.92	2375.92	2375.92	2375.92	2375.92	2375.92	2375.92	2375.92	2375.92	2375.92	2375.92	2375.92	2375.92	2375.92	2375.92	2375.92	2375.92	2375.92	2375.92	2375.92	2375.92	2375.92	2375.92
	Building Attendant #2																											
				2375.92	2375.92	2375.92	2375.92	2375.92	2375.92	2375.92	2375.92	2375.92	2375.92	2375.92	2375.92	2375.92	2375.92	2375.92	2375.92	2375.92	2375.92	2375.92	2375.92	2375.92	2375.92	2375.92	2375.92	2375.92
	Gymnastics Assistant																											
				3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75
	Facility Assistant																											
				3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75
	Recreation Coordinator- Athletics																											
				4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	4043.58	4043.58
	Aquatics Assistant																											
			3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	3418.75	
2 positions				8 positions				12 positions				13 positions				14 positions												
Cost per Month:																												
Salaries Only (midpoint)				\$ -	\$ -	\$ 8,087	\$ 8,087	\$ 29,225	\$ 29,225	\$ 29,225	\$ 40,814	\$ 44,233	\$ 44,233	\$ 44,233	\$ 47,651	\$ 47,651	\$ 47,651	\$ 47,651	\$ 47,651	\$ 47,651	\$ 47,651	\$ 47,651	\$ 47,651	\$ 47,651	\$ 47,651	\$ 47,651	\$ 47,651	
TOTAL Monthly cost including benefits cost*				\$ -	\$ -	\$ 11,565	\$ 11,565	\$ 41,791	\$ 41,791	\$ 41,791	\$ 58,364	\$ 63,253	\$ 63,253	\$ 63,253	\$ 68,141	\$ 68,141	\$ 68,141	\$ 68,141	\$ 68,141	\$ 68,141	\$ 68,141	\$ 68,141	\$ 68,141	\$ 68,141	\$ 68,141	\$ 68,141	\$ 68,141	\$ 68,141
TOTAL Monthly cost including benefits cost*				\$ -	\$ -	\$ 11,565	\$ 11,565	\$ 41,791	\$ 41,791	\$ 41,791	\$ 58,364	\$ 63,253	\$ 63,253	\$ 63,253	\$ 68,141	\$ 68,141	\$ 68,141	\$ 68,141	\$ 68,141	\$ 68,141	\$ 68,141	\$ 68,141	\$ 68,141	\$ 68,141	\$ 68,141	\$ 68,141	\$ 68,141	\$ 68,141
2017 costs				\$ -	\$ -	\$ 23,129																						
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# Recruitment Process

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- Overview of the recruitment process for the following positions:
  - Full time employees
  - VH employees



# Questions





CIPP



# Why Create a Five Year CIPP

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- Budget certainty and predictability for projects
- Advances strategic goals and initiatives
- Systemic, programmatic approach to plan and manage city's project portfolio
- Sustainable approach to implement needed investments with available resources
- Communication tool for public and partners



# Total CIPP Submittals: 2018 - 2022

CIPP Summary By Project Type	
Traditional	\$168,261,600
Operational	\$22,590,521
Preservation	\$16,752,500
Total	\$207,604,621
CIPP Summary By Department	
<b>Community Development</b>	<b>\$250,000</b>
Traditional	\$0
Operational	\$250,000
Preservation	\$0
<b>Parks, Recreation &amp; Golf Department</b>	<b>\$5,257,500</b>
Traditional	\$1,270,000
Operational	\$435,000
Preservation	\$3,552,500
<b>Police Department</b>	<b>\$345,521</b>
Traditional	\$0
Operational	\$345,521
Preservation	\$0
<b>Public Works Department</b>	<b>\$201,751,600</b>
Traditional	\$166,991,600
Operational	\$21,560,000
Preservation	\$13,200,000



# Staging the Five Year Plan

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- Previously adopted philosophy/approach
- Conservative Funding Approach
  - Use “funding in the bank” vs. projected revenues
  - Also included a formal general fund transfer for capital projects, based on a percentage of total general fund budgeted revenues from two years prior
- Focused on funding preservation and operational projects first





# Staging the Five Year Plan

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- Incorporated CIPCAC scoring, staff prioritization, and council feedback
- Assumes projected CIP fund revenues based on historical trends
- Does not predict additional bonding or certificates of participation within the next five years based on debt capacity
- Does not rely on unpredictable revenues (i.e. repayments, project closeouts)



# CIPP Funding Projections (Non 2K)

	2016	2017	2018	2019	2020	2021	2022
Projected Revenues	27,620,875	5,920,694	6,715,891	6,296,793	6,422,007	6,550,447	8,327,593
Bond Proceeds							
Beginning Fund Balance	11,880,410	5,011,341	5,117,804	7,223,271	8,167,603	9,624,222	10,760,857
Total Beginning Sources	39,547,979	10,932,035	11,833,694	17,527,987	23,949,994	30,500,441	19,088,450
Capital Projects	(34,356,638)	(5,424,231)	(4,610,423)	(6,540,076)	(6,735,519)	(7,183,346)	(8,700,704)
Misc.		(390,000)					
Total Ending Uses	(34,536,638)	(5,814,231)	(4,610,423)	(6,540,076)	(6,735,519)	(7,183,346)	(8,700,704)
Max. Avail. Funding	5,011,341	5,117,804	7,223,271	8,167,603	9,624,222	10,760,857	10,387,746

# CIPP Funding Projections (2K)

	Actuals	Budgeted	Budgeted	Budgeted	Budgeted	Budgeted	Budgeted
	2016	2017	2018	2019	2020	2021	2022
Projected Revenues	12,294,691	11,457,308	12,030,173	12,391,079	12,638,900	12,891,678	12,896,734
Misc.	143,899,656						4,500,000
Beginning Fund Balance	12,954,541	18,882,326	22,117,698	11,290,839	10,085,732	4,872,622	4,527,466
Total Beginning Sources	169,150,904	30,339,634	34,147,871	23,681,918	22,724,632	17,764,300	21,924,200
Capital Projects	(143,899,656)	(500,000)	(10,000,000)	0	(5,000,000)	0	(7,000,000)
Misc.	(1,835,347)	(880,000)	(912,000)	(1,200,000)			
Bond Payment	(4,533,575)		(4,737,744)	(4,968,098)	(5,202,822)	(5,361,646)	(5,525,372)
2K O&M		(6,841,936)	(7,207,288)	(7,428,088)	(7,649,188)	(7,875,188)	(7,877,188)
Total Ending Uses	(150,268,578)	(8,221,936)	(22,857,032)	(13,596,186)	(17,852,010)	(13,236,834)	(20,402,560)
Max. Avail. Funding	18,882,326	22,117,698	11,290,839	10,085,732	4,872,622	4,527,466	1,521,640

# Draft Five Year CIPP

PROJECTS	2017**	2018	2019	2020	2021	2022	Five Year Total	Sources
<b>Preservation</b>								
Derby Improvements				\$ 300,000			\$ 300,000	GF
Pavement Management	\$ 1,900,000	\$ 1,820,363	\$ 2,500,000	\$ 2,500,000	\$ 2,500,000	\$ 2,500,000	\$ 11,820,363	T, SW, GF, HUTF, RB
PRG Preservation	\$ 75,000	\$ 495,035	\$ 420,160	\$ 325,500	\$ 505,000	\$ 2,575,000	\$ 4,320,695	L, ACOS, GF, Plmpx
Traffic Signal Maintenance		\$ 35,000		\$ 80,000	\$ 80,000	\$ 80,000	\$ 275,000	GF
<b>Operational</b>								
ADA Compliance - PRG			\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 200,000	ACOS, GF
ADA Plan - Citywide			\$ 79,000				\$ 79,000	GF
Bridge Maintenance Program					\$ 166,184	\$ 167,704	\$ 333,888	T, GF
Bridge Replacement - Potomac			\$ 187,460	\$ 193,084	\$ 1,019,456		\$ 1,400,000	NGID, GF
Comprehensive Plan Update			\$ 250,000				\$ 250,000	GF
Concrete Flatwork - PRG			\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 60,000	ACOS, GF
Concrete Flatwork - PW	\$ 90,000		\$ 165,000	\$ 165,000	\$ 165,000	\$ 165,000	\$ 660,000	GF
Culvert Repair - Peoria		\$ 190,000					\$ 190,000	NGID, GF
Fairfax Park Light				\$ 10,000			\$ 10,000	GF
Kearney Street Drainage				\$ 190,000			\$ 190,000	GF
Outdoor Warning Towers	\$ 85,000		\$ 165,000		\$ 181,000		\$ 346,000	GF
PRG Master Plan Update					\$ 150,000		\$ 150,000	GF
Regional Drainage - Irondale OSP						\$ 300,000	\$ 300,000	GF
Sidewalk Connectivity	\$ 115,000	\$ 85,000	\$ 96,000	\$ 96,000	\$ 96,000	\$ 96,000	\$ 469,000	GF, ACOS
Traffic Calming Program				\$ 30,000		\$ 30,000	\$ 60,000	GF
Traffic Signal - 104th/Joliet			\$ 380,000				\$ 380,000	GF
Traffic Signal - 104th/Peoria				\$ 380,000			\$ 380,000	GF
Traffic Signal - TBD	\$ 300,000				\$ 380,000		\$ 380,000	GF
<b>Traditional</b>								
112th Avenue, Chambers - Tower Road	\$ 100,000		\$ 772,500	\$ 795,675	\$ 1,893,706	\$ 1,572,000	\$ 5,033,881	SW, Rlm'px, T
112th Avenue, Potomac - Chambers (Pkg B)		\$ 5,868,025					\$ 5,868,025	Dlmpx, 2K
88th Avenue Widening	\$ 150,000	\$ 117,000	\$ 459,956	\$ 6,485,260			\$ 7,062,216	T, Rlmpx, 2K
Ball Field Expansion			\$ 625,000				\$ 625,000	Plmpx
Golf Course Fencing					\$ 120,000		\$ 120,000	GF
Golf Course Parking Lot Expansion						\$ 150,000	\$ 150,000	GF
I-76 Ramps						\$ 1,000,000	\$ 1,000,000	T
Intersection 120th/U.S. 85	\$ 150,000					\$ 7,000,000	\$ 7,150,000	2K
Veterans Memorial Park			\$ 375,000				\$ 375,000	ACOS
<b>TOTAL</b>		\$ 8,610,423	\$ 6,540,076	\$ 11,615,519	\$ 7,321,346	\$ 15,700,704	\$ 49,938,068	
<b>CIPP Program Contingency*</b>	-	\$ 240,000	\$ 327,004	\$ 580,776	\$ 366,067	\$ 785,035		GF

\*Future years would be part of the budget process/general fund transfer. Amounts are desired estimates assuming 5%

\*\* Only shows funding associated with projects submitted in 2018-2022 cycle; not complete 2017 CIPP

Legend:

T= Transportation Tax SW=SolidWaste ACOS=Adco Open Space GF=General Fund L=Lottery RB=Road & Bridge NGID: Northern Infrastructure GID HUTF=Highway User Tax Plmpx=Park Impact Fee Rlmpx=Road Impact Fee Dlmpx=Drainage Impact Fee 2K=2K Funds



# Budget Sources and Uses



# 2018 General Fund

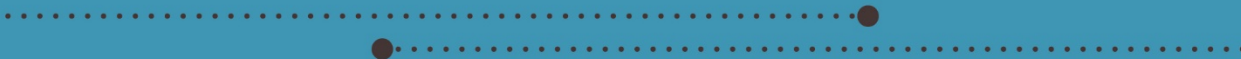
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Budgeted GF Operating Revenues	63,746,184
2K Policy Indirect Allocation	642,062
Transfer In - Fleet Fund	1,200,000
Operating Budget Requests - GF	(58,710,423)
Transfer to Housing Authority Fund	(60,000)
Transfer to Elected Officials' Retirement Fund	(44,160)
Transfer to Debt Service Fund	(2,959,211)
Transfer to URA Fund	(83,000)
Transfer to CIPP - Indirect 2K O&M Policy	(110,723)
Transfer to CIPP - (Contingency & % of Gen Fund Bud Reven	(820,000)
Transfer to CIPP (HUTF)	(1,777,999)
Transfer to CIPP (Road & Bridge)	(524,243)
<hr/>	
2018 Gen Fund Surplus	498,487
2K Revenues	12,944,280
2K Operating Budget Requests	(5,649,744)
2K Debt Service	(7,205,888)
<hr/>	
2018 2K Fund Balance Surplus	88,648





# The CM's recommendations by outcome areas



REQUEST DESCRIPTION	COMMENTS	Initial Cost	Prelim Cost	CITY MANAGER DECISION - for August 28 2017
Aerotropolis Marketing - Phase II	RFP being assessed. The amount could be more as the process moves forward. There	\$200,000.00	\$100,000.00	YES
Lobby Remodel (City Clerk, Housing & Court Offices)	New number: \$20-\$25K. Positive multi level function. \$5K from PD and CC.	\$40,000.00	\$60,000.00	YES
Ergonomic Loss Control	Savings associated with risk. Potentially finish inventory before funding. Plan for	\$10,000.00	X	NO
Risk Enhancement Request		\$3,500.00	X	NO
Contracted Roofing Inspections	All inspectors will be contracted out. Covers liability of danger associated with	\$40,000.00	\$40,000.00	YES
IT Upgrades at Commerce City Business Resource Center	Total replacement of IT infrastructure. Ties to workplan through job creation. Helps to	\$20,000.00	X	NO
Radio Upgrade Project 25	Continued project. Short of requirement. 20 radios at \$3,900 per radio. 2019 full	\$78,000.00	X	NO
Internet Service	Undesignated. Needed upgrade.	\$14,400.00	\$14,400.00	YES
Network Hardware Replacement Wireless	Part of IGA. Need separate ISP. Disaster recovery.	\$200,000.00	\$200,000.00	YES - IT Retained Earnings
Automatic Vehicle Locating	Ability to track vehicle. Ties to employee safety. Healthy and safe workforce.	\$8,500.00	X	NO
MSC Conference Room A/V	Smaller conference room is more expensive. Minor consequences for being	\$29,700.00	X	NO
Accordian Door for HR training room	Space behind the screen in training room.	\$5,000.00	X	NO
Consultant for Records Division	Based on level of assessment.	\$40,000.00	X	NO
Reconfiguration of Administraive Asst area		\$8,500.00	X	NO
Technology Training System	Doesn't qualify as TIP.	\$5,200.00	\$5,200.00	YES
Training/Check-out Computers	Need laptops for training City-wide. 20 additional computers.	\$29,000.00	X	NO
Procurement Position	Denied based on conversations. Utilize alternate Budget Analyst position.	\$97,441.00	X	NO
Road Widener	Rented in prior year. Unclear what wasn't done to cover rental cost. No cost offset.	\$38,000.00	\$38,000.00	YES - Fleet
RTD 62 Route Local Match	IGA	\$112,829.00	\$112,829.00	YES
Traffic Monitoring Systems	Mounted blackbox. Number change: \$20,500 total for both lines. Coordinate	\$90,000.00	X	NO
Variable Message Boards	Data for the citizens. Can be moved easily. Coordinate with PW.	\$80,000.00	X	NO
Replace Cart Barn fire suppression system	If there's a fire in the building, there's no protection. For both barn and maintenance	\$95,000.00	\$95,000.00	YES
Replace Elevator at Existing Recreation Center	No for this year. More evaluation necessary. Move discussion to 2K.	\$140,000.00	X	NO
Building Engineer	Tied to new recreation center. Based on additional square footage. Backlog of	\$67,600.00	\$67,600.00	Yes - 2k
Mastic Machine	Fleet Retained Earnings.	\$65,000.00	\$65,000.00	YES - Fleet



Sidewalk Repairs	Needs to be added CIPP.	\$75,000.00	\$75,000.00	MAYBE
Sidewalk Repairs-City Facilities	Numerous problems found in the field. No allocation for sidewalks in current budget.	\$30,000.00	\$30,000.00	MAYBE
Drainage Engineer	Flexibility in position housing. Needed expertise. Unmet needs and reports	\$113,795.00	X	NO
Electronic Plan Review Software	Improved services for architects. Speed up planning process. Total for licenses,	\$8,500.00	\$8,500.00	YES
Plans Examiner II	Eliminates 750 hours. Tied to contracted roofing.Unknown savings. Potentially no	\$9,395.00	\$9,395.00	YES
Planner	Contracts were paid for by existing funds. No existing budget for planning services.	\$90,121.00	\$90,121.00	MAYBE
Planning Intern	Not needed if Planner is hired. Beginning and end of term.	\$18,720.00	\$18,720.00	MAYBE
Composting Program Expansion	Based on presentation to CC on 7/10/17 adding an additional 10k to existng WM	\$10,000.00	\$10,000.00	YES
Development Review and Coordination Engineer	Flexibility in position housing. Department preference for this position over Drainage	\$40,238.00	\$40,238.00	YES
Historic Preservation Board Members Payment	Evaluate for a later year.	\$3,000.00	X	NO
Historic Preservation Consultant	Not needed if Planner is hired.	\$50,000.00	\$50,000.00	YES
Historic Preservation Survey	No estimates collected yet. Reviewed prior RFP's.	\$50,000.00	X	NO
Crime Prevention Volunteer Program		\$8,000.00	X	NO
Fulltime G4S Officer	Based on safety concerns. Officer for court in session. Full time security for Civic	\$47,060.00	\$31,264.00	YES
2 Vehicles for Family Crimes Detectives	Coordinate with fleet	\$84,000.00	\$84,000.00	MAYBE
2 Vehicles for Sexual Assault Task Force	Unmarked vehicle. Fully loaded. Potential amended number. Coordinate with fleet.	\$84,000.00	\$14,711.00	YES-Fleet
DOJ Proposed Funding	No solid figure until report received. September 2017. Add to loss contingency.	\$150,000.00	\$150,000.00	YES
OT - 301, 302 & 303	Not based on full staff.Full staff would change this number. Work to mitigate and	\$235,000.00	\$300,000.00	YES
Patrol Officer Reclassification to Sergeants (2)	\$6903 each position.	\$13,806.00	\$13,806.00	YES
SRO Position Reclasification	SRO movement.Upgrades everyday supervision. Further justify request. Try to	\$6,903.00	X	NO
Sexual Assault Task Force	Contigent on grant.	\$79,000.00	\$79,000.00	YES
You Have Options Outreach Campaign	Need more information/justification.	\$43,365.00	\$43,365.00	MAYBE
Court Appointed Attorneys	Requirement. Mandate. New number \$7,500 based on partial year. Funded.	\$15,000.00	\$7,500.00	YES
Pole Cameras		\$5,000.00	X	NO
Building Attendant (1 of 2)	Providing direct services to residents. Does not participate in the mechanical	\$40,771.00	\$40,771.00	Yes - 2k

Building Attendant (2 of 2)	Providing direct services to residents. Does not participate in the mechanical	\$40,771.00	\$40,771.00	Yes - 2k
Recreation Assistant / Aquatics	Providing direct services to residents. Restrictions on work availability due to	\$10,256.00	\$10,256.00	Yes - 2k
Recreation Assistant / Aquatics (2 of 2)	Providing direct services to residents. Restrictions on work availability due to	\$58,666.00	\$58,666.00	Yes - 2k
Recreation Assistant / Aquatics (1 of 2)	Providing direct services to residents. Restrictions on work availability due to	\$58,666.00	\$58,666.00	Yes - 2k
Recreation Assistant / Dance_Gymnastics	Providing direct services to residents. New gymnastics center driving need.	\$58,666.00	\$58,666.00	Yes - 2k
Recreation Assistant / Facilities (2 of 2)	Providing direct services to residents. Provide day and evening oversight for the	\$58,666.00	\$58,666.00	Yes - 2k
Recreation Assistant / Facilities (1 of 2)	Providing direct services to residents. Provide day and evening oversight for the	\$58,666.00	\$58,666.00	Yes - 2k
Recreation Assistant / Facility (PM shift)	Providing direct services to residents. Previously unfunded position.	\$58,666.00	\$58,666.00	Yes - 2k
Recreation Assistant / Fitness_Wellness	Providing direct services to residents. Support for fitness and wellness of citizens.	\$58,666.00	\$58,666.00	Yes - 2k
Recreation Assistant / Registration	Providing direct services to residents.	\$58,666.00	\$58,666.00	Yes - 2k
Recreation Coordinator / Adult Sports	Providing direct services to residents. Need based on increasing levels of	\$69,388.00	\$69,388.00	Yes - 2k
Recreation Coordinator / Aquatics	Providing direct services to residents. Restrictions on work availability due to	\$69,388.00	\$69,388.00	Yes - 2k
Recreation Coordinator / Facilities	Providing direct services to residents. 2017 reappropriation.	\$69,388.00	\$69,388.00	Yes - 2k
Recreation Guide Printing & Postage Increases	Alternative is economic printing options. Services go down without guide. PRG	\$47,150.00	\$8,150.00	YES
RIM eDocs Upgrade	Estimation. Needs to go to RFP. Necessary upgrade.	\$65,000.00	\$65,000.00	YES
RIM Office365 Training	Necessary upgrade.	\$15,000.00	\$15,000.00	YES
ADA Transition Plan	Outside assessment of ADA violations. Requirement for staff ADA coordinator.	\$20,000.00	X	NO
\$3,704,013.00				

TOTAL REQUESTS -	\$3,557,428.00
2K - YES	\$836,890.00
FLEET - YES	\$117,711.00
GENERAL FUND - YES	\$1,215,282.00
INFORMATION TECHNOLOGY RETAINED EARNINGS - YES	\$200,000.00
TOTAL ALL "YES" REQUESTS -	\$2,369,883.00
MAYBE	\$341,206.00
NO	\$846,339.00

# Final Steps

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- City Manager finalizes proposed budget based upon council direction – October 16
- City Council holds public hearing – October 16
- City Council formally adopts a balanced budget – November 6

