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# City of Loveland

#### CITY OF LOVELAND

CITY MANAGER'S OFFICE

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#### October 4, 2016

#### **Budget Message from the City Manager**

Mayor and Members of the City Council:

I am pleased to submit the recommended 2017 Budget in the amount of \$280,401,701, net of transfers between funds (\$31,021,202) and General Fund Administration Overhead (\$7,715,228), for your consideration and approval. This budget outlines revenues and expenses for 2017. The 2017 budget demonstrates expectations of a continued steady, upward trend experienced by the City of Loveland since the great recession of 2008-2011.

#### **Summary of 2015 Financial Results**

The Comprehensive Annual Financial Report (CAFR) for the year ending December 31, 2015 shows growing revenues and stable fund balances. The City ended 2015 with total assets of \$1,023,010,140 and total liabilities of \$73,810,197, ending the year with total net assets of \$949,199,943. Within the Governmental Fund types, revenues totaled \$122,098,165 and operating expenses totaled \$115,466,442, for a net operating revenue excess of \$6,631,723 (excluding transfers).

#### **2016 Mid-Year Financial Performance**

Per the City's Monthly Financial Report, the August 2016 SnapShot:

- Citywide Revenue, excluding transfers between funds, \$193.2 million (2.6% under budget projections)
- Sales & Use Tax Collection, \$32.1 million (2.8% above budget projections)
- Citywide Expenditures, excluding transfers between funds, \$186.4 million (28.9% below budget projections)
- Citywide Revenues exceed Expenditures by \$6.7 million; Citywide Operating Revenues exceed Operating Expenditures by \$38.3 million.
- General Fund Revenue, excluding transfers between funds, \$62.4 million (3.7% above budget projections)
- General Fund Expenditures, excluding transfers between funds, \$50.3 million, (3.3% below budget projections)
- General Fund Revenues (including transfers) exceed Expenditures (including transfers) by \$1.5 million;
  General Fund Year-to-Date Operating Revenues (excluding transfers) exceed Fund Year-to-Date Operating
  Expenditures (excluding transfers and capital) by \$12.2 million.

#### **Colorado Trends**

- 1. Population estimates<sup>1</sup>:
  - 2016 5,554,500 (1.8% increase over prior year)
  - 2017 5,652,000 (1.8% increase over prior year)
- 2. Unemployment rate for State of Colorado is 3.8%<sup>2</sup>
- 3. Housing permits<sup>3</sup>:
  - 2016 36,900 (18.9% increase over prior year)
  - 2017 40,300 (9.1% increase over prior year)
- 4. Colorado continues to perform better than the nation<sup>4</sup>

- Indicators show recent improvement after slowing through 2015 and first part of 2016
- Colorado has weathered oil and gas industry contraction better than other states (best performing oil and gas state since industry's downturn)

#### Data Sources:

- 1. Office of State Planning & Budgeting June 2016 Economic Outlook
- 2. Bureau of Labor Statistics, July 2016
- 3. Office of State Planning & Budgeting, June 2016 Economic Outlook
- 4. Office of State Planning & Budgeting, June 2016 Economic Outlook

#### **City of Loveland Trends**

- 1. Population estimates<sup>1</sup>:
  - 2016 74,427 (1.37% increase over prior year)
  - 2017 75,612 (1.59% increase over prior year)
- 2. Unemployment rate for Fort Collins-Loveland MSA 3.4%<sup>2</sup>
- 3. Median family income for Fort Collins/Loveland MSA \$79,300<sup>3</sup>
- 4. Average home sale price for Loveland/Berthoud \$316,730 in 2015, an increase of 13% over 2014
- 5. Housing permits YTD 2016 fewer than YTD 2015, but anticipate increase in 2017<sup>5</sup>
- 6. Consumer Price Index (CPI) forecast for Denver-Boulder-Greeley<sup>5</sup>:
  - 2016 244.8 CPI Value/2.0% Change
  - 2017 250.7 CPI Value/2.4% Change
  - 2018 255.7 CPI Value/2.0% Change

#### Data Sources:

- 1. Community and Strategic Planning's Annual Data and Assumptions Report, June 2016
- 2. Bureau of Labor Statistics, June 2016
- 3. Department of Housing and Urban Development FY 2015 Income Limits Documentation System
- 4. The Group, Inc., 2015 Annual Report
- 5. Office of State Planning & Budgeting, June 2016 Economic Outlook

#### **2017 Budget Perspective**

The City is currently experiencing a healthy financial position, which is projected to continue for 2017. The Wall Street Journal's Economic Forecasting Survey of more than 75 economists places the average recession probability at 21% (WSJ Economic Survey, August 2016), thus the odds are against a recession starting in the next 12 months. It is within this context that a fiscally sound budget that promotes the status quo and provides for reasonable growth in critical service areas is recommended for consideration and approval by City Council.

#### **2017 Budget Highlights**

#### Organizational Changes:

- New fund created for Affordable Housing being used for 2017 DRAFT Budget; transferring \$400,000 from the Council Special Project Fund to the new Affordable Housing Fund for related projects
- The Public Education and Government (PEG) Fee Fund moved from the Library Department to the Information Technology Department
- The Municipal Court Division was moved from the City Clerk's Office to the Executive Legal Department
- The Community Partnership Office was moved from the Development Services Department to the Executive Legal Department
- Fleet Purchases for all departments and funds, with the exception of the Water & Power Department, are being centralized in the Fleet Management Fund
- Continuation of measures to promote establishment of separate Fire Authority

#### Financial Master Plan:

The Financial Master Plan is General Fund centric and its format has been completely revised to be more user friendly and transparent. The two most important items in the Financial Master Plan are:

- 1. The Unassigned Fund Balance, which represents the total estimated amount of funding not to be appropriated or otherwise reserved; this amount will increase at the end of 2016 when unspent appropriation reverts back into fund balance some of this unspent appropriation will be dedicated to capital projects and proposed for re-appropriation as part of the carryover process in 2017. The General Fund Unassigned Fund Balance for the 2017 Budget is \$1,386,464.
- 2. Operating Budget Ratio, derived by comparing revenues and operating expenses to demonstrate fiscal soundness of the budget (the degree to which current revenues off-set operating expenses); a ratio of 1.00 or more is considered fiscally sound. The Operating Budget Ratio for the 2017 Budget is 1.03.

#### **Revenue Highlights**

Total Citywide revenue, net of General Fund Administrative Overhead and Transfers, is decreasing by \$120,684 or 0.0% for the 2017 Budget compared to the 2016 Adopted Budget. The top three citywide revenue sources are:

- 1. Taxes (sales, use, property, and other), which are projected to increase by \$2,986,134 or 4.8% for the 2017 Budget compared to the 2016 Adopted Budget.
  - Sales Tax through August 2016 is 2.7% higher than August 2015. It is anticipated that this increase will hold through the end of 2016 and that Sales Tax revenue in 2017 will be 2.5% higher than 2016.
  - Property Tax for 2017 is projected to be 1% higher than the 2016 Adopted Budget amount. This is a conservative approach since 2017 is a reassessment year for property taxes to be received in 2018.
  - Other Taxes are comprised of specific ownership, alcoholic beverages, cigarette, cable TV, fiber optic lease, gas, and telephone taxes. These tax revenues are performing well in 2016 and Other Taxes are projected to be 4.06% higher in 2017 than the 2016 Adopted Budget.
- 2. Utility Charges (water, wastewater, and power) are projected to increase by 7.4% overall for 2017 compared to the 2016 Adopted Budget. Rates for specific utilities are increasing by the following amounts indicated below for 2017.
  - Water 9.0% rate increase
  - Wastewater 11.0% rate increase
  - Power 5.7% rate increase
- 3. Charges for Services (fleet and employee benefits) are projected to increase by \$12,495,460 or 23.7% for 2017 compared to the 2016 Adopted Budget.

Within the General Fund, which is the City's primary operating fund, revenues are increasing by \$6,440,156 or 7.4% for the 2017 Budget compared to the 2016 Adopted Budget. The top three General Fund revenues sources are: Sales Tax, Property Tax, and Payment in Lieu of Taxes.

Ft. Collins's Foothills Mall opened November 13, 2015, and Longmont's Village at the Peaks Mall opened June 27, 2016. Thus far, the depth of the impact these two malls have had on Loveland's sales tax market share has not been significant. However, this is something that Finance Department staff will continue to monitor.

Please see the revenue overview detail in the Budget Overview section of this budget document for more detail regarding specific revenue sources.

#### **Expenditure Highlights**

The 2016 Revised Budget data has been updated to reflect budget amendments as of July 1, 2016. The 2017 Budget reflects status quo needs included in departmental core budgets plus high priority, strategically placed supplemental funding.

- Equipment replacement costs of \$2,554,171 are included for the General Fund.
- Administrative Overhead is increasing \$3,519,542 million or 31.8%, with the largest increases for Finance,
  Information Technology, and Legal, due to continued refinement of allocation methodology.

- Healthcare premiums are increasing by 40% (depending on plan). After a few years of healthcare premium increases falling short of claims costs, the City is "right-sizing" the Employee Benefits Fund and healthcare premiums are increasing as a result. The 2017 Budget includes an average of 80% (employer) and 20% (employee) split for health premium costs along with a one month "health premium holiday" to be offered to employees in 2017. For 2018 and beyond, employees will be offered a one month "health premium holiday" only if the 20% Employee Benefits Fund reserve policy is met.
- A total of \$6,482,780 in Supplementals are recommended for 2017. Supplementals represent any budgetary increases above and beyond departmental core budgets. The Supplementals recommended for 2017 are summarized by fund and department below.

Please see the expenditure overview detail in the Budget Overview section of this budget document for more detail regarding specific expenditure categories.

#### **2017 Recommended Supplementals**

General Fund								
Fund	Department	One-time Cost	On-going Cost	Revenue	Total Amount	FTE		
General Fund	Police	7,500	478,727	-	486,227	4.50		
General Fund	Public Works	113,000	314,015	-	427,015	3.00		
General Fund	Finance	-	258,235	-	258,235	2.00		
General Fund	Development Services	109,500	108,838	-	218,338	1.00		
General Fund	Library	115,760	57,450	-	173,210	0.00		
General Fund	Information Technology	150,000	-	-	150,000	0.00		
General Fund	Parks & Recreation	73,467	52,100	(48,600)	76,967	1.00		
General Fund	Municipal Court	-	28,500	-	28,500	0.00		
General Fund	Human Resources	-	2,000	-	2,000	0.00		
General Fund	Cultural Services	9,100	4,000	-	13,100	0.00		
General Fund Total		\$ 578,327	\$ 1,303,865	\$ (48,600)	\$ 1,833,592	11.50		

Enterprise Funds							
Fund	Department	One	e-time Cost	On-going Cost	Revenue	Total Amount	FTE
Water Utility	Water & Power		926,730	484,848	-	1,411,578	1.50
Power Utility	Water & Power		581,850	310,349	-	892,199	1.00
Wastewater Utility	Water & Power		599,980	240,133	-	840,113	1.00
Solid Waste Enterprise	Public Works		34,000	42,957	-	76,957	1.00
Stormwater Utility	Public Works		33,000	34,158	-	67,158	1.00
Enterprise Funds Total		\$	2,175,560	\$ 1,112,445	\$ -	\$ 3,288,005	5.50

Special Revenue Funds								
Fund	One-time Cost	On-going Cost	Revenue	Total Amount	FTE			
Open Lands	Parks & Recreation	-	32,000	(6,000)	26,000	0.00		
Council Special Projects	Community Partnership Office	400,000	-	-	400,000	0.00		
Lodging Tax	Economic Development	-	99,700	(15,000)	84,700	1.00		
Police CEF	Police	45,000	-	-	45,000	0.00		
Special Revenue Funds Total		\$ 445,000	\$ 131,700	\$ (21,000)	\$ 555,700	1.00		

Internal Service Funds							
Fund Department One-time Cost On-going Cost Revenue Total Amount							FTE
Fleet Management	Public Works		19,500	150,737	-	170,237	1.00
Internal Service Funds Total		\$	19,500	\$ 150,737	\$ -	\$ 170,237	1.00

Other Entities Control of the Contro								
Fund Department One-time Cost On-going Cost Revenue Total							FTE	
Airport	Airport		137,746	365,000	-	502,746	0.00	
Loveland Fire Rescue Authority	Fire		-	132,500	-	132,500	6.00	
Other Entities Total		\$	137,746	\$ 497,500	\$ -	\$ 635,246	6.00	
Citywide Total						\$ 6,482,780	25.00	

The 25.00 new full-time equivalent (FTE) positions recommended for 2017 are summarized below:

#### General Fund – 11.50 FTEs

- 1.0 FTE Building Inspection Supervisor (Development Services)
- 1.0 FTE Accountant (Finance)
- 1.0 FTE Purchasing Technician (Finance)
- 1.0 FTE Day Camp Director (Parks & Recreation)
- 2.0 FTE Communications Specialists (Police)
- 0.50 FTE Investigative Technician (Police)
- 1.0 FTE Records Specialist (Police)
- 1.0 FTE Police Sergeant (Police)
- 1.0 FTE Bike/PED/ADA Coordinator (Public Works Transportation)
- 2.0 FTE Equipment Operators (Public Works Transportation)

#### Non-General Fund – 13.50 FTEs

- 1.0 FTE Visitor Services Sales Coordinator (Economic Development Lodging Tax)
- 1.0 FTE Fleet Mechanic II (Public Works Fleet)
- 0.34 FTE Water Quality Specialist (Water & Power Water)
- 1.0 FTE Technical Services/SCADA Programmer (Water & Power Water)
- 0.91 FTE Water Quality Specialist (Water & Power Wastewater)
- 0.25 FTE Accounting Technician (Water & Power Wastewater)
- 1.0 FTE Wastewater Treatment Plant Operator (Water & Power)
- 1.0 FTE Equipment Operator (Public Works Stormwater)
- 1.0 FTE Recycling Gate Attendant (Public Works Solid Waste)
- 5.0 FTE Firefighters (Loveland Rescue Fire Authority)
- 1.0 FTE Human Resources Administrator (Loveland Fire Rescue Authority)

#### **City Council Priorities**

City Council discussed project and program priorities at the August 23, 2016 Special Meeting. Those projects and programs are listed below along with detail regarding how they are currently addressed within the 2017 Budget.

Duralisata	#1/-4	Harri Addressed in the 2017 Budget?
Projects	# Votes	How Addressed in the 2017 Budget?
		Annual General Fund contribution of \$500,000 to Loveland Downtown Partnership (LDP) -
		service agreement completed each November includes scope of work for the next year;
Enhance City Provided Services in the Downtown Area	1 X I	funding for providing existing maintenance levels in CORE budgets of applicable
		departments; City Manager formed inter-departmental workgroup that is reviewing current
		service levels and will work with the Downtown Development Authority (DDA) and City
		Council on any needed recommendations
Study a Possible Public Ballot Issue	8	Not addressed in 2017 DRAFT Budget; City Manager forming work group to focus on this
Study a Possible Public Ballot Issue	0	effort and developing an unfunded projects list
		Included in 2017-2026 DRAFT Capital Program under initial direction that City would pay
Continue Police Training Facility Alternatives Evaluation		50% of estimated total project cost (\$810,000 for design in 2017 and \$8,315,000 for
		construction in 2018) - split between TABOR Excess (\$405,000 in 2017 and \$3,007,500 in
		2018) and Police CEF (\$405,000 in 2017 and \$5,307,500 in 2018); staff studying
		alternative ways to address desired outcome
		Recommended supplemental of \$75,000 toward design costs for Downtown Traffic
		Calming and Sidewalks; effort to involve hiring a consultant to assist with public outreach,
Traffic Calming Along Cleveland Avenue	6	concept development, visualization and option exploration; plan must balance
		stakeholder (landowners, citizens, CDOT, etc.) needs vs. needs of traffic mobility, parking,
		and economic development
		\$250,000 included in 2017-2025 DRAFT Capital Program in 2017 for US 287/US 34
Continue Highway 287 Strategic Plan Implementation	5	Integration of intersection area; \$702,000 included in 2017-2026 DRAFT Capital Program
		in 2017 for US 287 sidewalk projects
		The Historic Preservation Committee working on historic landmark status for this
Rehabilitation of the Pulliam Building	3	structure; goal of preserving, protecting, and pursuing grant funding for restoration; City
•		funding may be needed for restoration costs or to provide matching grant dollars
City Council Chambers Expansion		Not addressed in 2017 DRAFT Budget
Increase the City Council Reserve Fund above 2.5% Per Year	0	Included at current 2.5% set aside level

Programs	# Votes	How Addressed in 2017 DRAFT Budget?
Update City of Loveland Incentive Policy	7	Annual General Fund contribution of \$450,000 to Economic Incentives Fund; staff is
opuate City of Loverand incentive Policy		reviewing current policy and will bring any recommendations to City Council
Homelessness	6	\$400,000 Council Special Projects Fund contribution to newly established Affordable
Tiorneressitess		Housing Fund for use in 2017
Abatement Program Development	5	Not addressed in 2017 DRAFT Budget; City Manager is forming inter-departmental team to
Abatement Program Development		study and make recommendations to City Council
		Development Services has contracted with EnCode for title 16,17, and 18 including
Acquire City Municipal Code Management System	5	software and licensing; the unfunded balance of the Municipal Code is estimated to be
		\$25,000 plus some additional licensing of roughly \$30,000 for the total one time build
		Annual General Fund contribution of \$1,427,810 to the Transit Fund for annual
		operations; neither short-term lease costs nor land acquisition, design, and construction
Continue Seeking Collaboration for the City's Transit System	4	costs for new Transit Center due to Orchards' recent dissolution of Transit Center lease are
		addressed in 2017 DRAFT Budget; City Council is scheduled to learn more about this topic
		on December 6, 2016
		Total of \$10,000 included in Cultural Services Department for community events - Cherry
City Sponsorship of Community Special Events	1	Pie Festival (\$5,000), Halloween Event (\$2,000), and Lone Tree Summer School (\$3,000); Off-
City Sponsorship of Community Special Events	*	setting revenue of \$10,000 also included for anticipated sponsorships; Police Department
		budgets overtime for special events (among other needs)
Update Downtown HIPP Street Master Plan	0	Some implementation costs covered in department CORE budgets

#### **Capital Program**

The Loveland City Charter requires the City Manager to present a program of proposed capital projects for the budget year and four additional years. For planning purposes, staff expands this requirement and develops a tenyear capital program. For 2017, \$65,002,750 million is recommended for capital projects. This represents a decrease of \$11,459,056 over the 2016 adopted capital budget of \$76,461,806.

The capital program is summarized below by capital plan type.

Plan Type	2017 Only	10-Year Total
Traditionally Funded (General Fund Agencies)	28,557,592	215,983,859
Golf	649,098	6,853,273
Power	15,924,350	159,458,467
Stormwater	3,617,000	45,059,850
Water	2,413,530	77,403,490
Wastewater	12,728,020	81,302,890
Raw Water	1,113,160	39,261,260
Total - All Funds	\$65,002,750	\$625,323,089

Key 2017 projects (those over \$1 million) are listed below. Note that this is not a complete listing of all capital projects; the complete listing is found in the Capital Program section of this budget document.

Major Capital Projects for 2017 (over \$1 million)						
Capital Plan Type	Project Description	Amo	unt			
Traditionally Funded	Fire Training Center Property	\$ 1,	391,220			
Traditionally Funded	Open Lands Acquisition & Restoration	\$ 5,	,340,000			
Traditionally Funded	Recreation Trail	\$ 2,	505,984			
Traditionally Funded	Street Rehabilitation	\$ 4,	720,670			
Traditionally Funded	Supplemental Bridge Repairs	\$ 1,	260,000			
Traditionally Funded	Transportation - Capital Projects	\$ 1,	460,000			
Traditionally Funded	The Foundry	\$ 3,	,000,000			
Power	Customer Aid-to-Construction (service expansions paid by customers)	\$ 1,	,830,000			
Power	Overhead to Underground Conversion Projects	\$ 1,	430,000			
Power	Downtown Area Upgrades - Overhead to Underground Conversion	\$ 1,	400,000			
Power	Extension of Feeder from 14th St SW to Hwy 60 along Hwy 287	\$ 1,	100,000			
Power	Land Purchase for New Substation	\$ 1,	,700,000			
Power	Feeder from Horseshoe Substation for Development	\$ 1,	,500,000			
Wastewater	Miscellaneous Sewer Line Rehabilitation Projects	\$ 1,	,049,000			
Wastewater	WWTP Expansion to 12 Million Gallons per Day	\$ 9,	,808,150			

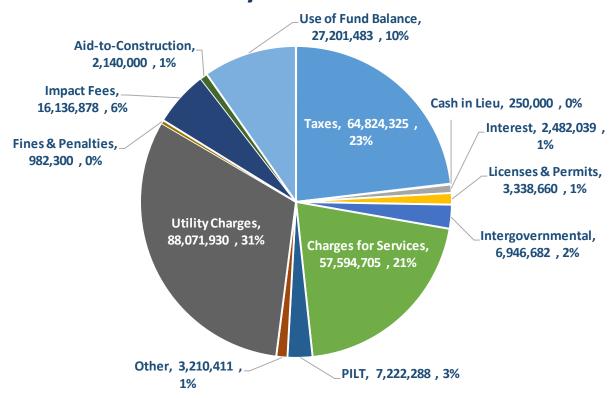
Some projects are budgeted as annual programs, with specific projects and associated locations varying year-to-year. For example, open lands acquisition is based on an expected expense level, without identification of particular properties for acquisition and Street Rehabilitation funds the resurfacing and maintenance needs of streets throughout the City.

Please see the Capital Program section of this budget document for more detail.

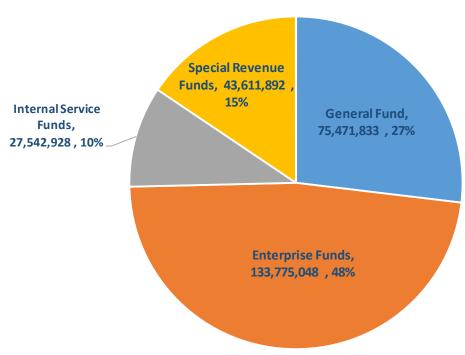
#### **2017 Total Budget Summary**

Citywide Revenues and Citywide Expenses are presented below. Both are presented net of transfers and General Fund Administrative Overhead.

### **2017 Citywide Revenues**



### **2017 Citywide Expenses**



#### Conclusion

Loveland continues to enjoy a strong financial position due to the strong leadership of City Council and the diligence of staff in assuring sound budget and financial practices.

I would like to thank those in the Finance Department who were involved in the preparation of this budget. Special thanks are due to Theresa Wilson – Budget Manager, Matthew Elliott – Senior Budget Analyst, Chloe Romero – a Business Services Coordinator, and Brent Worthington – Finance Director.

I would also like to acknowledge the Management Team, departmental staff members, and members of boards and commissions, that spent time crafting budget recommendations and otherwise contributed to the 2017 Budget development effort.

Respectfully Submitted,

Stephen C. Adams City Manager

# Distinguished Budget Presentation Award

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the **City of Loveland, Colorado** for its annual budget for the fiscal year beginning **January 1, 2016**. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communication device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.



## **Budget Guide**

This section is a guide and summary of the information contained in each section of the budget document. There are seven main sections: *Introduction, Budget Overview, Financial Master Plan, Fund Summaries, Department Summaries, Appendix and Capital Program*.

As the previous *Table of Contents* demonstrates, this book divides budget information into different sections, each with its own series of page numbers.

The *Introduction* provides background information on the City of Loveland and the environment in which the budget decisions take place. It includes demographic information, financial policies, and the budget calendar and process.

This section provides general information about the City. It includes:

- A City organizational chart;
- A list of the City officials;
- Demographic and economic information;
- A summary of the budget process;
- The underlying policies and rules that guide and shape the budget; and,
- A brief description of each fund type.

The **Budget Overview** is the Executive Summary of the budget, followed by supplemental information about the City of Loveland, its organization finances, and budget. The Budget Overview provides analysis of revenues of and expenditures on a total budget basis, highlighting significant trends affecting the revenues and expenditures of the City.

The City's total adopted budget and summaries of each fund type are presented in this section. It shows a summary of the City's total adopted budget in both gross and net form, discusses the major revenues and expenses, describes major factors that will impact both revenues and expenses, and provides a debt service summary.

The **Financial Master Plan** chapter discusses the planning processes used to drive the budget, provides a 10-year outlook for the General Fund, and forecasts revenues and expenditures for the General Fund for the next ten years, with discussion on the forecast assumptions and projected impacts.

**Fund Summaries** provide summaries of the four major accounting fund groups as well as complete fund summaries with ending balances for each City Fund. Formerly, this section included a list of full-time equivalent positions by department/division and the impact of Amendment 1 (TABOR) restrictions on the City's budget. These items are now noted in the Appendix with other supplementary information.

**Department Summaries** provide historical cost information by department and division. Revenues that are attributed to a department are also presented. Included in this section are concise explanations of changes that have occurred from the 2015 Adopted Budget. "Changes compared to the prior year" are increases or decreases to the base budget due to operational changes or other known factors. "Core Changes" represent the increase or decrease due to the pay plan, inflation factors, or transfers between categories (i.e. from supplies to purchased services). Please note that all variances are comparisons between the 2016 Adopted Budget and the prior year's Adopted Budget. "Supplementals" are increases from the prior year's Adopted Budget which are required to maintain existing service levels (noted as workload), provide new services (noted as improvement), or as required by state or federal law (noted as mandated).

The City of Loveland Budget provides City residents and the City Council with a funding plan for the year. The Department Summaries Section is organized by function (e.g. Development Services) which mirrors the City's departmental organization chart and is further separated by divisions, which represent discrete activities within a department.

Included with the cost information is the department's mission statement, descriptions of the program objectives for the coming year, along with measures which show the effectiveness or "outcome" of the programs.

The Other section within the Department Summaries is for General Fund costs that cannot be associated with a specific department and separate governmental entities or special districts that are not a part of City operations but are budgeted for and accounted for by the City.

References are made in the Department Summaries to the *Capital Program*, which is the last chapter in the budget document, the 2016-2025 Capital Program. Appropriations in the Capital Program, with the exception of General Fund agencies, are included within a department's budget.

The *Appendix* contains a glossary of specialized words used within this document with their definitions, and a collection of supplementary material used throughout this document.

This section also includes:

- A table of planned inter-fund transfers;
- Oversizing agreements;
- Schedules for inter-fund loans;
- Explanations of full-time equivalent positions by department/division;
- The impact of Amendment 1 (TABOR) restrictions on the City's budget.
- Five-year General Fund equipment replacement schedule

The *Capital Program Book* shows planned capital improvements with a cost of \$250,000 or more from all funding sources over the next 10-year period. All projects to be funded in 2016 are included the 2016 Adopted Budget. The future years are approved by the City Council in concept only. The Capital Program is updated annually based on Council priorities and goals.

For the answer to questions regarding the budget or for additional information, please call the Budget Office at (970) 962–2329.