

## Geyer's Onion



Public  
Works

PW

# Public Works

The Department of Public Works provides planning, design, construction, and maintenance services for the general public and the City's internal operations. The use of City facilities for meetings and special events is coordinated and supported by Public Works. Management, maintenance, and administration and purchasing of all City vehicles and equipment are included in the department responsibilities.

The public services provided include: transportation system design; street construction management and inspection; pavement management; traffic engineering and installation, operations, and maintenance for all traffic signals, signs, and pavement markings; stormwater collection systems design and maintenance; street maintenance and repair; snow and ice removal; fixed route and paratransit bus service; solid waste management and recycling; and mosquito control.

Outcome	Performance Measure	2015 Actual	2016 Revised	2017 Projected
<b>Provide reliable and quality products and services.</b>				
Solid Waste – Residential recycling and trash services meet customers' needs.	90% or higher satisfaction rating on citizen surveys.	95%	90%	90%
Fleet Management – Maintain high level of fleet availability.	Fleet availability - 85% for solid waste/street sweepers, transit buses and 90% for all other vehicles.	SW/Street Sweepers – 87.4% Other - 98.1%	SW/Street Sweeper -- 88.9% Other - 96.8%	SW/Street Sweeper – 85% Other – 95%
Fleet Management Cost comparison to Private Sector providers of repairs and maintenance	2015 Market survey shows light duty vehicle labor average \$119/hour. Heavy duty equipment labor average \$135/hour	LD - \$80/HR HD -\$93/HR	LD - \$80/HR HD - \$101/HR	LD - \$95/HR HD - \$108/HR
Project Engineering – Keep the city's street inventory at a good or excellent level of quality.	75% of the city's street inventory is in the good to excellent category. ( <i>Measured every 3 yrs.</i> )	87%	80%	80%
Streets – Repair potholes in a timely manner.	Repair 90% pothole complaints within 3 business days.	95%	90%	90%
Facilities Management – Complete customer requests in a timely manner.	Complete 90% of customer requests on time.	90%	90%	90%
Transit – On time fixed routes.	95% of fixed bus route trips are between zero minutes early and 5 minutes late.	90%	90%	90%
Transit – On time paratransit appointments.	Maintain a 30 minute window on all paratransit appointments.	95.64%	95.22%	95.00%
<b>Provide a quality customer service experience.</b>				
Increase level of customer service.	85% or higher satisfaction rating on customer/citizen surveys.	TBD	80%	80%
<b>Provide for the safety of our community and employees.</b>				
Reduce amount paid out to claims.	Reduction in \$ paid for claims.	TBD	5,000	5,000
Reduce number of injuries.	Reduction in lost time due to accidents.	TBD	5	5
<b>Be environmentally responsible.</b>				
Reduce landfill disposal.	% of collected materials recycled.	62%	62%	63%
Improve storm-water quality.	Sweep street gutters 12 times annually.	12	12	12

## Public Works Department Summary

REVENUE	'15 Actual	'16 Adopted Budget	'16 Revised Budget as of July 1 <sup>st</sup>	'17 Budget	'17 Budget / '16 Adopted % Change	'16 FTE	'17 FTE
<b>General Fund</b>							
LICENSES & PERMITS	12,740	-	-	-	-	-	-
INTERGOVERNMENTAL	343	-	-	-	-	-	-
CHARGES FOR SERVICE	106,536	71,643	71,643	71,643	0.0%		
DONATIONS	8,300	9,833	9,833	9,833	0.0%		
OTHER	313,468	251,598	251,598	231,500	-8.0%		
ADMINISTRATIVE OVERHEAD	3,295,302	2,787,631	2,787,631	3,734,920	34.0%		
GENERAL FUND SUBSIDY	1,577,764	2,683,015	2,687,961	2,332,462	-13.1%		
<b>Total General Fund</b>	<b>\$ 5,314,453</b>	<b>\$ 5,803,720</b>	<b>\$ 5,808,666</b>	<b>\$ 6,380,358</b>	<b>9.9%</b>		
<b>Enterprise Fund</b>							
INTERGOVERNMENTAL	10,174	-	-	-	-	-	-
CHARGES FOR SERVICE	11,555,171	11,866,580	11,866,580	12,712,290	7.1%		
IMPACT FEES	457,299	277,350	277,350	318,950	15.0%		
INTEREST	1,556,142	530,872	530,872	461,130	-13.1%		
TRANSFERS	5,654	830,000	831,900	-	-100.0%		
OTHER	65,481	57,000	57,000	44,390	-22.1%		
<b>Total Enterprise Funds</b>	<b>\$ 13,649,921</b>	<b>\$ 13,561,802</b>	<b>\$ 13,563,702</b>	<b>\$ 13,536,760</b>	<b>-0.2%</b>		
<b>Internal Service funds</b>							
INTERGOVERNMENTAL	(174)	-	-	-	-	-	-
CHARGES FOR SERVICE	5,094,310	5,733,515	5,733,515	7,215,635	25.9%		
INTEREST	76,007	70,622	70,622	70,622	0.0%		
OTHER	165,685	-	-	-	-		
TRANSFERS	-	56,652	56,652	102,937	81.7%		
<b>Total Internal Service Funds</b>	<b>\$ 5,335,828</b>	<b>\$ 5,860,789</b>	<b>\$ 5,860,789</b>	<b>\$ 7,389,194</b>	<b>26.1%</b>		
<b>Special Revenue Funds</b>							
LICENSES & PERMITS	355,813	117,240	117,240	392,240	234.6%		
INTERGOVERNMENTAL	4,733,378	4,101,850	12,006,245	4,205,363	2.5%		
CHARGES FOR SERVICE	2,404,408	2,485,117	2,485,117	2,665,670	7.3%		
OTHER	7,634	1,000	1,000	1,000	0.0%		
TRANSFERS	1,062,531	1,424,000	7,195,609	2,709,299	90.3%		
GENERAL FUND SUBSIDY	7,207,721	7,514,931	10,898,529	8,432,035	12.2%		
<b>Total Special Revenue Funds</b>	<b>\$ 15,771,485</b>	<b>\$ 15,644,138</b>	<b>\$ 32,703,740</b>	<b>\$ 18,405,607</b>	<b>17.7%</b>		
<b>Total Revenue</b>	<b>\$ 40,071,687</b>	<b>\$ 40,870,449</b>	<b>\$ 57,936,897</b>	<b>\$ 45,711,919</b>	<b>11.8%</b>		

EXPENSES	'15 Actual	'16 Adopted Budget	'16 Revised Budget as of July 1 <sup>st</sup>	'17 Budget	'17 Budget / '16 Adopted '16 FTE '17 FTE % Change						
<b>EXPENSES BY FUND</b>											
<b>General Fund</b>											
ADMINISTRATION	345,561	409,383	410,329	400,864	-2.1%	2.20	2.20				
TRANS. DEVELOPMENT REVIEW	419,106	481,477	485,477	578,502	20.2%	4.00	4.00				
FACILITIES MANAGEMENT	4,549,786	4,912,860	4,912,860	5,400,992	9.9%	23.25	23.25				
<b>Total General Fund</b>	<b>\$ 5,314,453</b>	<b>\$ 5,803,720</b>	<b>\$ 5,808,666</b>	<b>\$ 6,380,358</b>	<b>9.9%</b>	<b>29.45</b>	<b>29.45</b>				
<b>Enterprise Fund</b>											
SOLID WASTE	6,442,450	7,385,806	8,923,627	7,628,225	3.3%	27.87	28.87				
STORMWATER	4,410,544	7,828,654	8,818,258	6,703,935	-14.4%	14.40	15.40				
<b>Total Enterprise Fund</b>	<b>\$ 10,852,994</b>	<b>\$ 15,214,460</b>	<b>\$ 17,741,885</b>	<b>\$ 14,332,160</b>	<b>-5.8%</b>	<b>42.27</b>	<b>44.27</b>				
<b>Internal Service Funds</b>											
CITY FLEET	1,261,878	975,000	1,200,745	2,993,832	207.1%	0.00	0.00				
FLEET MANAGEMENT	3,767,840	4,276,636	4,276,636	4,978,260	16.4%	15.15	16.15				
<b>Total Internal Service</b>	<b>\$ 5,029,718</b>	<b>\$ 5,251,636</b>	<b>\$ 5,477,381</b>	<b>\$ 7,972,092</b>	<b>51.8%</b>	<b>15.15</b>	<b>16.15</b>				
<b>Special Revenue Funds</b>											
TRANSIT	1,464,063	1,771,840	1,943,840	2,061,908	16.4%	11.42	11.42				
TRANSPORTATION	14,315,239	13,872,298	31,035,901	16,343,699	17.8%	39.63	45.63				
<b>Total Special Revenue</b>	<b>\$ 15,779,302</b>	<b>\$ 15,644,138</b>	<b>\$ 32,979,741</b>	<b>\$ 18,405,607</b>	<b>17.7%</b>	<b>51.05</b>	<b>57.05</b>				
<b>Total Expenses</b>	<b>\$ 36,976,467</b>	<b>\$ 41,913,954</b>	<b>\$ 62,007,673</b>	<b>\$ 47,090,217</b>	<b>12.3%</b>	<b>137.92</b>	<b>146.92</b>				
<b>EXPENSES BY CATEGORY</b>											
PERSONNEL SERVICES	11,830,447	12,170,844	12,353,944	14,141,999	16.2%						
SUPPLIES	3,636,567	4,214,935	4,107,398	4,382,023	4.0%						
PAYMENT IN LIEU OF TAXES	787,214	810,330	810,330	947,573	16.9%						
PURCHASED SERVICES	9,865,124	11,201,321	11,826,116	12,485,853	11.5%						
ADMINISTRATIVE OVERHEAD	1,597,971	1,714,354	1,714,354	1,906,339	11.2%						
DEPRECIATION	3,833,594	-	-	-	-						
DEBT SERVICE	11,760	-	151,005	-	-						
TRANSFERS	58,469	860,000	886,255	-	-100.0%						
CAPITAL	5,355,321	10,942,170	30,158,271	13,226,430	20.9%						
<b>Total Expenses</b>	<b>\$ 36,976,467</b>	<b>\$ 41,913,954</b>	<b>\$ 62,007,673</b>	<b>\$ 47,090,217</b>	<b>12.3%</b>						

# Administration

The Administration Division, through the Department Director, provides leadership and management, determines staffing and budgetary needs, coordinates a departmental public relations program, and directs project development and completion. The public relations program includes staff liaisons with the City Council, planning commission, citizen and various citizen advisory boards including the Transportation Advisory Board.

<b>DIVISION</b>	<b>DEPARTMENT</b>			
Administration	Public Works			
<b>REVENUE</b>	<b>'15 Actual</b>	<b>'16 Adopted Budget</b>	<b>'16 Revised Budget as of July 1<sup>st</sup></b>	<b>'17 Budget</b>
LICENSES & PERMITS	12,740	-	-	-
INTERGOVERNMENTAL	32	-	-	-
DONATIONS	8,300	9,833	9,833	9,833
GENERAL FUND SUBSIDY	324,489	399,550	400,496	391,031
<b>Total Revenue</b>	<b>\$ 345,561</b>	<b>\$ 409,383</b>	<b>\$ 410,329</b>	<b>\$ 400,864</b>
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<b>EXPENSE BY Division/Program</b>				
<b>General Fund</b>				
ADMINISTRATION	\$ 345,561	\$ 409,383	\$ 410,329	\$ 400,864
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<b>EXPENSE BY CATEGORY</b>				
PERSONNEL SERVICES	259,910	215,116	215,116	179,907
SUPPLIES	7,914	62,260	68,206	62,260
PURCHASED SERVICES	29,380	82,536	77,536	77,753
ADMINISTRATIVE OVERHEAD	48,357	49,471	49,471	80,944
<b>Total Expense</b>	<b>\$ 345,561</b>	<b>\$ 409,383</b>	<b>\$ 410,329</b>	<b>\$ 400,864</b>
<b>FTE</b>	<b>2.20</b>	<b>2.20</b>	<b>2.20</b>	<b>2.20</b>

## CHANGES COMPARED TO PRIOR YEAR ADOPTED

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32,969	Increase in administrative overhead for costs allocated by Finance based on the allocation methodology.
15,255	Increase in personnel services for Insurance Benefits due to historical enrollment and premium increases.
1,947	Increase in personnel services for Medical Leave Payout based on employee tenure.
(5,000)	Decrease in purchased services for consulting services due to mid-year 2016 reductions for additional Police Officers.
(42,614)	Decrease in personnel services for departmental reorganization.
(11,076)	<u>Core Changes</u>
	(9,797) Personnel Services
	217 Purchased Services
	(1,496) Administrative Overhead
<b>\$ (8,519)</b>	<b>TOTAL CHANGE</b>

## OTHER INFORMATION

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- Unfunded Supplements
  - There are no unfunded supplements in this division.
- Equipment Replacement
  - No equipment is scheduled for replacement in this division.
- Capital Projects
  - There are no capital projects anticipated for this division.

# Facilities Management

The Facilities Management Division (FM) plans for and manages the operations and construction of all the City's physical facilities. It schedules, coordinates, and supports meetings within City facilities, and provides a wide variety of services to all City employees, including security and mail services. Facilities Management also provides technical and specialized trade and construction support to City facilities.

DIVISION	DEPARTMENT
Facilities	Public Works

REVENUE	'15 Actual	'16 Adopted Budget	'16 Revised Budget as of July 1 <sup>st</sup>	'17 Budget
INTERGOVERNMENTAL	276	-	-	-
CHARGES FOR SERVICE	106,536	71,643	71,643	71,643
OTHER	313,468	251,598	251,598	231,500
ADMINISTRATIVE OVERHEAD	3,295,302	2,787,631	2,787,631	3,734,920
GENERAL FUND SUBSIDY	834,204	1,801,988	1,801,988	1,362,929
<b>Total Revenue</b>	<b>\$ 4,549,786</b>	<b>\$ 4,912,860</b>	<b>\$ 4,912,860</b>	<b>\$ 5,400,992</b>

## EXPENSE BY Division/Program

### General Fund

GENERAL OPERATIONS	837,032	866,060	867,360	1,268,462
DOWNTOWN MAINTENANCE	-	7,800	7,800	7,800
GENERAL BUILDING MAINTENANCE	2,820,145	3,191,260	3,189,960	3,221,924
SERVICE CENTER BUILDING MAINT.	148,731	179,140	179,140	191,726
GOLF COURSE BUILDING MAINT.	121,033	106,070	105,320	106,070
FACILITY RENTALS	102,294	91,520	91,520	91,520
CHILSON/REC CENTER	520,551	471,010	471,760	513,490
<b>Total General Fund</b>	<b>\$ 4,549,786</b>	<b>\$ 4,912,860</b>	<b>\$ 4,912,860</b>	<b>\$ 5,400,992</b>

## EXPENSE BY CATEGORY

PERSONNEL SERVICES	1,864,189	1,922,220	1,922,720	2,298,877
SUPPLIES	342,580	282,740	285,640	282,740
PURCHASED SERVICES	2,186,917	2,543,750	2,540,350	2,618,620
ADMINISTRATIVE OVERHEAD	156,100	164,150	164,150	200,755
<b>Total Expense</b>	<b>\$ 4,549,786</b>	<b>\$ 4,912,860</b>	<b>\$ 4,912,860</b>	<b>\$ 5,400,992</b>

FTE	23.25	23.25	23.25	23.25
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## CHANGES COMPARED TO PRIOR YEAR ADOPTED

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202,100	Increase in personnel services for departmental reorganization.
124,736	Increase in personnel services for Insurance Benefits due to historical enrollment and premium increases.
80,580	Increase in purchased services for janitorial services.
48,951	Increase in administrative overhead for costs allocated by Finance based on the allocation methodology.
12,087	Increase in personnel services for Medical Leave Payout based on employee tenure.
(25,473)	Decrease in administrative overhead for costs allocated by Human Resources based on the allocation methodology.
45,151	<u>Core Changes</u>
37,734	Personnel Services
(5,710)	Purchased Services
13,127	Administrative Overhead

**\$ 488,132 TOTAL CHANGE**

## OTHER INFORMATION

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68,500	<u>Unfunded Supplements</u>
38,500	Custodial Addback
20,000	Facilities Master Plan
10,000	Roof Inspections
-	<u>Equipment Replacement</u>
	- No equipment is scheduled for replacement in this division.
-	<u>Capital Projects</u>
	- There are no capital projects anticipated for this division.

# Transportation Development Review

Transportation Development Review (TDR) represents the community interests in the evaluation of anticipated traffic impacts from new land development projects. This Division updates and maintains the City's street design and construction standards, as well as the policies regarding acceptable levels of traffic congestion to ensure that adequate transportation infrastructure is provided by new development projects. TDR staff also advises the Planning Commission and City Council on transportation-related issues at public hearings, and provides technical information and process assistance to citizens, developers, realtors, attorneys, and consulting engineers.

DIVISION	DEPARTMENT
Transportation Development Review	Public Works

REVENUE	'15 Actual	'16 Adopted Budget	'16 Revised Budget as of July 1 <sup>st</sup>	'17 Budget
INTERGOVERNMENTAL	35	-	-	-
GENERAL FUND SUBSIDY	419,071	481,477	485,477	578,502
<b>Total Revenue</b>	<b>\$ 419,106</b>	<b>\$ 481,477</b>	<b>\$ 485,477</b>	<b>\$ 578,502</b>

## EXPENSE BY Division/Program

### General Fund

TRANS. DEVELOPMENT REVIEW	\$ 419,106	\$ 481,477	\$ 485,477	\$ 578,502
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## EXPENSE BY CATEGORY

PERSONNEL SERVICES	349,345	403,867	403,867	401,203
SUPPLIES	6,924	6,580	5,830	6,580
PURCHASED SERVICES	16,495	24,977	29,727	88,247
ADMINISTRATIVE OVERHEAD	46,342	46,053	46,053	82,472
<b>Total Expense</b>	<b>\$ 419,106</b>	<b>\$ 481,477</b>	<b>\$ 485,477</b>	<b>\$ 578,502</b>

FTE	4.00	4.00	4.00	4.00
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## CHANGES COMPARED TO PRIOR YEAR ADOPTED

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27,077	Increase in administrative overhead for costs allocated by Human Resources based on the allocation methodology.
24,793	Increase in personnel services for Insurance Benefits due to historical enrollment and premium increases.
8,495	Increase in administrative overhead for costs allocated by Finances based on the allocation methodology.
2,611	Increase in purchased services for pooled fleet utilization based on projected pool fleet usage.
(15,529)	Decrease in personnel services for departmental reorganization.
(10,422)	<u>Core Changes</u>
	(11,928) Personnel Services
	659 Purchased Services
	847 Administrative Overhead
60,000	<u>Funded Supplements</u>
60,000	Consulting Services for Larimer County Urban Area Street Standards

**\$ 97,025 TOTAL CHANGE**

## OTHER INFORMATION

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- Unfunded Supplements
  - There are no unfunded supplements for this division.
- Equipment Replacement
  - No equipment is scheduled for replacement in this division.
- Capital Projects
  - There are no capital projects anticipated for this division.

## Solid Waste

The City of Loveland provides solid waste collection and curbside recycling service to nearly all single-family and to half of all multi-family dwellings within City limits. The Solid Waste Management Program is operated as an Enterprise Fund using full cost accounting principles with all direct and indirect costs covered by user fees. A 7% Payment-In-Lieu-of-Taxes (PILT) is made to the General Fund annually.

By City ordinance, refuse collection operates under a volume-based rate system. For City-provided service, residents can choose among four different sizes of subscription-based refuse carts, thereby giving customers more choice and more control over their disposal costs. City rates compare quite favorably with private waste haulers' rates within Loveland and surrounding communities.

Mandatory monthly recycling fees fund the City's recycling, green waste composting, household hazardous waste collection, community large item disposal program, and solid waste planning programs. Since 1993, over 50% of the community's residential wastes have been recycled annually, thereby extending the life of the Larimer County Landfill.

Yard wastes – i.e. grass clippings, leaves, garden trimmings and tree branches – comprise nearly one-third of our community's annual residential waste stream. If properly separated for composting, these materials are easily converted into valuable soil amendments and landscape mulches. Compost derived from green wastes contains valuable nutrients and increases the water holding capacity and tilth of our area's heavy clay soils. The City of Loveland is partnered with A-1 Organics, a Northern Colorado company that manufactures and markets a variety of landscaping products.

2015 was the 29th year that Colorado Mosquito Control, Inc. (CMC), a private contractor, operated the seasonal mosquito management program for the City of Loveland. By contracting with one of the country's premier mosquito control consultants, municipal personnel have been freed up to perform other duties at a net cost savings to the City. Additionally, Loveland residents receive the finest in mosquito control strategies, expertise, mapping, equipment and materials.

The program is funded via a \$0.80 per month fee assessed to all Loveland dwelling units. The Streets and Solid Waste Manager administers this seasonal program.

	'15 Actual	'16 Adopted Budget	'16 Revised Budget as of July 1 <sup>st</sup>	'17 Budget
<b>BEGINNING FUND BALANCE</b>	\$ 3,944,435	\$ 2,096,814	\$ 4,515,275	\$ 3,332,300
<b>REVENUE</b>				
INTERGOVERNMENTAL	465	-	-	-
CHARGES FOR SERVICE	6,480,681	6,433,160	6,433,160	6,730,200
INTEREST	506,078	455,492	455,492	394,480
OTHER	26,066	27,000	27,000	14,390
TRANSFERS	-	825,000	825,000	-
<b>Total Revenue</b>	\$ 7,013,290	\$ 7,740,652	\$ 7,740,652	\$ 7,139,070
<b>Total Resources</b>	\$ 10,957,725	\$ 9,837,466	\$ 12,255,927	\$ 10,471,370
<b>EXPENSE BY Division/Program</b>				
<b>Enterprise Fund</b>				
SOLID WASTE				
REFUSE	3,666,139	3,417,634	4,146,715	3,493,770
RECYCLING	1,365,343	2,049,680	2,571,420	2,192,517
YARD WASTE	1,199,109	1,648,121	1,935,121	1,671,938
MOSQUITO CONTROL	211,859	270,371	270,371	270,000
<b>Total Enterprise</b>	\$ 6,442,450	\$ 7,385,806	\$ 8,923,627	\$ 7,628,225
<b>EXPENSE BY CATEGORY</b>				
PERSONNEL SERVICES	2,135,075	2,205,248	2,205,248	2,588,339
SUPPLIES	97,222	229,770	229,770	139,770
PAYMENT IN LIEU OF TAXES	434,044	429,990	429,990	499,735
PURCHASED SERVICES	2,254,590	2,435,046	2,471,046	2,583,040
ADMINISTRATIVE OVERHEAD	232,579	312,752	312,752	376,341
DEPRECIATION	1,288,940	-	-	-
TRANSFERS	-	-	821	-
CAPITAL	-	1,773,000	3,274,000	1,441,000
<b>Total Expense</b>	\$ 6,442,450	\$ 7,385,806	\$ 8,923,627	\$ 7,628,225
<b>ENDING FUND BALANCE</b>	\$ 4,515,275	\$ 2,451,660	\$ 3,332,300	\$ 2,843,145
<b>FTE</b>	27.62	27.87	27.87	28.87

## CHANGES COMPARED TO PRIOR YEAR ADOPTED

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241,333	Increase in personnel services for Insurance Benefits due to historical enrollment and premium increases.
102,000	Increase in purchased services for waste disposal fees.
69,745	Increase in purchased services for the Payment in Lieu of Taxes (PILT) to the General Fund based on the revenue estimates.
37,203	Increase in administrative overhead for costs allocated by Finance based on the allocation methodology.
20,728	Increase in personnel services for worker's compensation due to the allocation of the City's cost based on the Division's experience rating and forecasted liability costs.
13,372	Increase in administrative overhead for costs allocated by Facilities Management based on the allocation methodology.
9,770	Increase in administrative overhead for costs allocated by Utility Billing based on the allocation methodology.
6,690	Increase in personnel services for Medical Leave Payout based on employee tenure.
(90,000)	Decrease in supplies for a one-time supplemental approved in 2016 for 800 mHz radios.
(332,000)	Decrease in capital based on the equipment replacement schedule.

### 86,621 Core Changes

88,883	Personnel Services
(5,506)	Purchased Services
3,244	Administrative Overhead

### 76,957 Funded Supplements

34,000	Automatic Vehicle Locator (AVL)
25,457	1 FTE Recycling Center Gate Attendant
17,500	GIS Contract Support

**\$ 242,419 TOTAL CHANGE**

## OTHER INFORMATION

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### - Unfunded Supplements

- There are no unfunded supplements in this division.

### 1,836,000 Equipment Replacement

256,000	Rearloader (9322)
395,000	Auto Sideloader (9391)
395,000	Auto Sideloader (9392)
395,000	Auto Sideloader (9393)
395,000	ASL Addition

### - Capital Projects

- There are no capital projects anticipated for this division.

## Stormwater

The Stormwater Utility is responsible for the design, construction, maintenance and repair of the Stormwater Collection Systems within the City. The Division is operated as an Enterprise Fund using full cost accounting principles, with all direct and indirect costs covered by monthly utility fees and a system impact fee. A Payment-In-Lieu-of-Taxes (PILT) is made to the General Fund annually. In 2016, the percentage of revenue for this payment is 7%.

<b>FUND 345</b>	<b>DEPARTMENT</b>
Stormwater	Public Works

	'15 Actual	'16 Adopted Budget	'16 Revised Budget as of July 1 <sup>st</sup>	'17 Budget
<b>BEGINNING FUND BALANCE</b>	<b>\$ 5,554,947</b>	<b>\$ 6,801,950</b>	<b>\$ 7,781,034</b>	<b>\$ 4,785,826</b>

### **REVENUE**

INTERGOVERNMENTAL	9,709	-	-	-
CHARGES FOR SERVICE	5,074,490	5,433,420	5,433,420	5,982,090
IMPACT FEES	457,299	277,350	277,350	318,950
INTEREST	1,050,064	75,380	75,380	66,650
TRANSFERS	5,654	5,000	6,900	-
OTHER	39,415	30,000	30,000	30,000
<b>Total Revenue</b>	<b>\$ 6,636,631</b>	<b>\$ 5,821,150</b>	<b>\$ 5,823,050</b>	<b>\$ 6,397,690</b>
<b>Total Resources</b>	<b>\$ 12,191,578</b>	<b>\$ 12,623,100</b>	<b>\$ 13,604,084</b>	<b>\$ 11,183,516</b>

### **EXPENSE BY Division/Program**

#### **Enterprise Fund**

STORMWATER				
ADMINISTRATION	1,277,770	2,234,668	2,236,102	1,563,259
COLLECTIONS	1,786,872	520,525	521,035	619,004
STREET SWEEPING	715,579	776,461	775,951	799,672
CAPITAL PROGRAM	630,323	4,297,000	5,285,170	3,722,000
<b>Total Enterprise</b>	<b>\$ 4,410,544</b>	<b>\$ 7,828,654</b>	<b>\$ 8,818,258</b>	<b>\$ 6,703,935</b>

### **EXPENSE BY CATEGORY**

PERSONNEL SERVICES	1,444,926	1,403,605	1,403,605	1,577,133
SUPPLIES	69,885	78,261	78,261	83,261
PAYMENT IN LIEU OF TAXES	353,170	380,340	380,340	447,838
PURCHASED SERVICES	1,065,634	2,103,874	2,337,424	1,059,556
ADMINISTRATIVE OVERHEAD	164,145	215,574	215,574	219,147
DEPRECIATION	1,295,979	-	-	-
DEBT SERVICE	11,760	-	-	-
TRANSFERS	5,045	825,000	826,434	-
CAPITAL	-	2,822,000	3,576,620	3,317,000
<b>Total Expense</b>	<b>\$ 4,410,544</b>	<b>\$ 7,828,654</b>	<b>\$ 8,818,258</b>	<b>\$ 6,703,935</b>
<b>ENDING FUND BALANCE</b>	<b>\$ 7,781,034</b>	<b>\$ 4,794,446</b>	<b>\$ 4,785,826</b>	<b>\$ 4,479,581</b>
<b>FTE</b>	<b>13.90</b>	<b>14.40</b>	<b>14.40</b>	<b>15.40</b>

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**CHANGES COMPARED TO PRIOR YEAR ADOPTED**

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495,000	Increase in capital based on the equipment replacement schedule.
137,972	Increase in personnel services for Insurance Benefits due to historical enrollment and premium increases.
67,498	Increase in purchased services for the Payment in Lieu of Taxes (PILT) to the General Fund based on the revenue estimates.
58,264	Increase in purchased services for fuel based on projected fuel and costs.
8,111	Increase in personnel services for Medical Leave Payout based on employee tenure.
5,000	Increase in supplies for computer hardware upgrades.
2,257	Increase in administrative overhead for costs allocated by Utility Billing based on the allocation methodology.
(2,094)	Decrease in purchased services for general liability costs based on the Department's historical experiences and forecasted liability costs.
(82,258)	Decrease in purchased services for vehicle maintenance based on projected maintenance costs.
(825,000)	Decrease in transfers for the repayment of the interfund loan from Solid Waste that was paid off in 2016.
(1,075,700)	Decrease in purchased services for maintenance, asset management, and contractor services.
19,073	<u>Core Changes</u>
	10,787 Personnel Services
	6,970 Purchased Services
	1,316 Administrative Overhead
67,158	<u>Funded Supplements</u>
	33,000 Automatic Vehicle Locator (AVL)
	17,500 GIS Contract Support
	16,658 1 FTE Snow Removal Employee Status Conversion
<b>\$ (1,124,719)</b>	<b>TOTAL CHANGE</b>

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**OTHER INFORMATION**

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16,658	<u>Unfunded Supplements</u>
	16,658 Snow Removal Employee Status Conversion
302,000	<u>Equipment Replacement</u>
	302,000 Street Sweeper
-	<u>Capital Projects</u>
	- There are no capital projects anticipated for this division.

# Fleet Replacement

The Fleet Replacement Fund accrues funds for future replacement of General Fund vehicles and equipment. Annually, funds are set aside for future replacement of (currently) 34.5% of all City vehicles.

FUND 500		DEPARTMENT			
Fleet Replacement		Public Works			
		'15 Actual	'16 Adopted Budget	'16 Revised Budget as of July 1 <sup>st</sup>	'17 Budget
<b>BEGINNING FUND BALANCE</b>		\$ 5,827,357	\$ 5,481,047	\$ 6,254,015	\$ 6,556,682
<b>REVENUE</b>					
CHARGES FOR SERVICE		1,453,910	1,387,810	1,387,810	2,327,320
INTEREST		75,846	58,950	58,950	58,950
OTHER		158,780	-	-	-
TRANSFERS		-	56,652	56,652	102,937
<b>Total Revenue</b>		\$ 1,688,536	\$ 1,503,412	\$ 1,503,412	\$ 2,489,207
<b>Total Resources</b>		\$ 7,515,893	\$ 6,984,459	\$ 7,757,427	\$ 9,045,889
<b>EXPENSE BY Division/Program</b>					
<b>Internal Service Fund</b>					
FLEET REPLACEMENT		\$ 1,261,878	\$ 975,000	\$ 1,200,745	\$ 2,993,832
<b>EXPENSE BY CATEGORY</b>					
SUPPLIES		5,015	-	30,667	-
PURCHASED SERVICES		18,909	-	-	1,659,272
DEPRECIATION		1,237,954	-	-	-
TRANSFERS		-	-	24,000	-
CAPITAL		-	975,000	1,146,078	1,334,560
<b>Total Expense</b>		\$ 1,261,878	\$ 975,000	\$ 1,200,745	\$ 2,993,832
<b>ENDING FUND BALANCE</b>		\$ 6,254,015	\$ 6,009,459	\$ 6,556,682	\$ 6,052,057
<b>FTE</b>		0.00	0.00	0.00	0.00

## **CHANGES COMPARED TO PRIOR YEAR ADOPTED**

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1,659,272	Increase in purchased services for payment to the Loveland Fire Rescue Authority to establish the LFRA Fleet Fund.
359,560	Increase in capital based on replacement program.

**\$ 2,018,832    TOTAL CHANGE**

## **OTHER INFORMATION**

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- Unfunded Supplements
  - There are no unfunded supplements in this division.
- Equipment Replacement
  - No equipment is scheduled for replacement in this division.
- Capital Projects
  - There are no capital projects anticipated for this division.

## Fleet Management

The Fleet Management Division performs preventive, scheduled and unscheduled maintenance on all City vehicles. The Division is responsible for all vehicle specifications and equipment recommendations. A standard parts inventory is maintained to provide all preventive maintenance parts and some specialized parts to reduce unscheduled downtime on essential equipment.

Complete fleet management services include: vehicle specifications, formal bidding and purchasing, outfitting, planning life cycles and preventive maintenance schedules, standardized equipment selection and amortizing replacement funding, and disposing of depreciated and obsolete vehicles and equipment. These services are provided to the following departments or divisions: Meter Readers, Police, Facility Maintenance, Parks and Recreation, Streets, Engineering, Traffic, Transit, Building Inspection and Planning.

Maintenance and repair services are provided only to the following departments or divisions: Airport, Water and Power, Warehouse, Technical Services, Golf, Storm Drainage, Street Sweeping, Solid Waste and Fire.

Fleet Management staff consists of two work shifts to provide repair and maintenance service to all vehicles from 6AM – 5:30PM five days a week. Emergency response is available 24 hours a day, seven days a week.

	<b>'15 Actual</b>	<b>'16 Adopted Budget</b>	<b>'16 Revised Budget as of July 1<sup>st</sup></b>	<b>'17 Budget</b>
<b>BEGINNING FUND BALANCE</b>	\$ 135,014	\$ 4,276,636	\$ 14,466	\$ 95,207
<b>REVENUE</b>				
INTERGOVERNMENTAL	(174)	-	-	-
CHARGES FOR SERVICE	3,640,400	4,345,705	4,345,705	4,888,315
INTEREST	161	11,672	11,672	11,672
OTHER	6,905	-	-	-
<b>Total Revenue</b>	\$ 3,647,292	\$ 4,357,377	\$ 4,357,377	\$ 4,899,987
<b>Total Resources</b>	\$ 3,782,306	\$ 8,634,013	\$ 4,371,843	\$ 4,995,194
<b>EXPENSE BY Division/Program</b>				
<b>Internal Service Fund</b>				
FLEET MANAGEMENT				
GENERAL OPERATIONS	1,622,148	1,630,986	1,630,976	1,861,409
OUTSOURCING	-	-	-	386,669
FLEET PARTS	2,016,948	2,535,910	2,385,720	1,114,495
POOLED FLEET	128,744	109,740	259,940	164,520
FUEL	-	-	-	1,451,167
<b>Total Internal Service</b>	\$ 3,767,840	\$ 4,276,636	\$ 4,276,636	\$ 4,978,260
<b>EXPENSE BY CATEGORY</b>				
PERSONNEL SERVICES	1,266,195	1,369,265	1,369,265	1,575,537
SUPPLIES	1,829,735	2,374,910	2,224,710	2,598,260
PURCHASED SERVICES	348,403	336,013	342,013	404,829
DEBT SERVICE	-	-	144,200	-
DEPRECIATION	10,721	-	-	-
ADMINISTRATIVE OVERHEAD	236,815	187,448	187,448	266,434
CAPITAL	75,971	9,000	9,000	133,200
<b>Total Expense</b>	\$ 3,767,840	\$ 4,276,636	\$ 4,276,636	\$ 4,978,260
<b>ENDING FUND BALANCE</b>	\$ 14,466	\$ 107,932	\$ 95,207	\$ 16,934
<b>FTE</b>	15.15	15.15	15.15	16.15

## CHANGES COMPARED TO PRIOR YEAR ADOPTED

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126,200	Increase in capital based on replacement program.
113,929	Increase in personnel services for Insurance Benefits due to historical enrollment and premium increases.
85,000	Increase in supplies for an approved CORE increase for parts and supplies inventory.
59,367	Increase in administrative overhead for costs allocated by Finance based on the allocation methodology.
46,000	Increase in purchased services for an approved CORE increase for contracted labor.
38,000	Increase in supplies for an approved CORE increase for tires.
35,000	Increase in supplies for an approved CORE increase for sublet parts.
16,399	Increase in administrative overhead for costs allocated by Facilities Management based on the allocation methodology.
11,537	Increase in purchased services for fuel based on projected fuel and costs.
(9,000)	Decrease in capital for a one-time supplemental approved in 2016 for a Fleet hoist.
<b>19,955</b>	<b><u>Core Changes</u></b>
7,306	Personnel Services
(50)	Supplies
9,479	Purchased Services
3,220	Administrative Overhead
<b>159,237</b>	<b><u>Funded Supplements</u></b>
136,237	1 FTE Fleet Mechanic II
23,000	Public Works Administration Building Shop Equipment

**\$ 701,624 TOTAL CHANGE**

## OTHER INFORMATION

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107,380	<u>Unfunded Supplements</u>
36,360	Service Technician
71,020	1 FTE Fleet Parts Technician
<b>126,200</b>	<b><u>Equipment Replacement</u></b>
15,000	Aqueous Parts Washer
5,000	State Emission Machine
18,000	New Tire Machines
15,000	Outside Tuff-Shed
40,000	Misc. Equipment (PWA Shop)
33,200	Misc. Equipment (Main Shop)
-	<u>Capital Projects</u>
-	- There are no capital projects anticipated for this division.

## Transit Fund

The City of Loveland Transit (COLT) operates 3 fixed routes, and 2 paratransit routes within the city limits and some portions of rural Larimer County. They strive to provide safe, reliable, and cost-effective service to as much of the population as possible with current resources and funding available. COLT is a partner with Fort Collins for the FLEX, a regional bus service, connecting Loveland and Fort Collins and Longmont.

<b>FUND 105</b>		<b>DEPARTMENT</b>		
Transit		Public Works		
		<b>'15 Actual</b>	<b>'16 Adopted Budget</b>	<b>'16 Revised Budget as of July 1<sup>st</sup></b>
<b>BEGINNING FUND BALANCE</b>				
<b>\$ 7,817</b>				
<b>REVENUE</b>				
INTERGOVERNMENTAL		394,299	405,000	405,000
CHARGES FOR SERVICE		106,927	124,172	124,172
OTHER		230	-	-
TRANSFERS		-	-	24,000
GENERAL FUND SUBSIDY		954,790	1,242,668	1,414,667
<b>Total Revenue</b>	<b>\$ 1,456,246</b>	<b>\$ 1,771,840</b>	<b>\$ 1,967,839</b>	<b>\$ 2,061,908</b>
<b>EXPENSE BY Division/Program</b>				
<b>Special Revenue Fund</b>				
TRANSIT		<b>\$ 1,464,063</b>	<b>\$ 1,771,840</b>	<b>\$ 1,943,840</b>
<b>EXPENSE BY CATEGORY</b>				
PERSONNEL SERVICES		789,134	736,382	761,382
SUPPLIES		20,190	42,062	42,062
PURCHASED SERVICES		541,749	886,355	1,033,355
ADMINISTRATIVE OVERHEAD		100,649	107,041	107,041
CAPITAL		12,341	-	-
<b>Total Expense</b>	<b>\$ 1,464,063</b>	<b>\$ 1,771,840</b>	<b>\$ 1,943,840</b>	<b>\$ 2,061,908</b>
<b>ENDING FUND BALANCE</b>	<b>\$ -</b>			
<b>FTE</b>		<b>11.42</b>	<b>11.42</b>	<b>11.42</b>

## CHANGES COMPARED TO PRIOR YEAR ADOPTED

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97,782	Increase in personnel services for Insurance Benefits due to historical enrollment and premium increases.
54,095	Increase in purchased services for vehicle replacement based on the five-year replacement schedule.
6,335	Increase in purchased services for annual FLEX contribution.
6,006	Increase in purchased services for pooled fleet utilization based on projected pool fleet usage.
4,328	Increase in administrative overhead for costs allocated by Facilities Management based on the allocation methodology.
4,025	Increase in personnel services for worker's compensation due to the allocation of the City's cost based on the Division's experience rating and forecasted liability costs.
(7,400)	Decrease in supplies for replacement of desks, chairs, file cabinets, etc.
(30,388)	Decrease in administrative overhead for costs allocated by Finance based on the allocation methodology.
<b>155,285</b>	<b><u>Core Changes</u></b>
	156,326 Personnel Services
	(1,430) Supplies
	1,388 Purchased Services
	(999) Administrative Overhead

**\$ 290,068 TOTAL CHANGE**

## OTHER INFORMATION

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117,453	<u>Unfunded Supplements</u>
	55,000 ADA Assessment
	34,660 Service Technician
	10,665 10-hr Increase
	3,000 SAINT Increase
	14,128 SAINT 52 Program
-	<u>Equipment Replacement</u>
	- No equipment is scheduled for replacement in this division.
-	<u>Capital Projects</u>
	- There are no capital projects anticipated for this division.

## Transportation Fund

The Transportation Fund includes all costs for maintaining the existing street infrastructure and the construction of new infrastructure.

<b>FUND 211</b>	<b>DEPARTMENT</b>
Transportation	Public Works

	'15 Actual	'16 Adopted Budget	'16 Revised Budget as of July 1 <sup>st</sup>	'17 Budget
<b>BEGINNING FUND BALANCE</b>	\$ -	\$ -	\$ -	\$ -
<b>REVENUE</b>				
LICENSES & PERMITS	355,813	117,240	117,240	392,240
INTERGOVERNMENTAL	4,339,079	3,696,850	11,601,245	3,704,090
CHARGES FOR SERVICE	2,297,481	2,360,945	2,360,945	2,532,845
OTHER	7,404	1,000	1,000	1,000
TRANSFERS	1,062,531	1,424,000	7,171,609	2,709,299
GENERAL FUND SUBSIDY	6,252,931	6,272,263	9,483,862	7,004,225
<b>Total Revenue</b>	<b>\$ 14,315,239</b>	<b>\$ 13,872,298</b>	<b>\$ 30,735,901</b>	<b>\$ 16,343,699</b>
<b>Total Resources</b>	<b>\$ 14,315,239</b>	<b>\$ 13,872,298</b>	<b>\$ 30,735,901</b>	<b>\$ 16,343,699</b>
<b>EXPENSE BY Division/Program</b>				
<b>Special Revenue Fund</b>				
PROJECT ENGINEERING	8,839,773	8,015,810	24,791,856	9,558,805
STREET MAINTENANCE	3,277,164	3,446,988	3,518,545	4,228,000
TRAFFIC ENGINEERING	2,198,302	2,409,500	2,725,500	2,556,894
<b>Total Special Revenue</b>	<b>\$ 14,315,239</b>	<b>\$ 13,872,298</b>	<b>\$ 31,035,901</b>	<b>\$ 16,343,699</b>
<b>EXPENSE BY CATEGORY</b>				
PERSONNEL SERVICES	3,721,673	3,915,141	4,072,741	4,526,488
SUPPLIES	1,257,102	1,138,352	1,142,252	1,175,920
PURCHASED SERVICES	3,403,047	2,788,770	2,994,665	3,040,357
ADMINISTRATIVE OVERHEAD	612,984	631,865	631,865	600,264
DEBT SERVICE	-	-	6,805	-
TRANSFERS	53,424	35,000	35,000	-
CAPITAL	5,267,009	5,363,170	22,152,573	7,000,670
<b>Total Expense</b>	<b>\$ 14,315,239</b>	<b>\$ 13,872,298</b>	<b>\$ 31,035,901</b>	<b>\$ 16,343,699</b>
<b>ENDING FUND BALANCE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>FTE</b>	<b>39.38</b>	<b>39.63</b>	<b>39.63</b>	<b>45.63</b>

# Project Engineering

The Project Engineering Division is involved with most aspects of street design, construction, safety and maintenance. This Division manages the design and construction of capital street and bridge projects. Updating and implementing the Long-Range Transportation Master Plan is one of the major responsibilities of this Division.

DIVISION	FUND
Engineering	Transportation

REVENUE	'15 Actual	'16 Adopted Budget	'16 Revised Budget as of July 1 <sup>st</sup>	'17 Budget
LICENSES & PERMITS	351,213	112,640	112,640	387,640
INTERGOVERNMENTAL	4,319,633	3,162,256	11,066,651	3,168,746
CHARGES FOR SERVICE	2,291,977	2,326,585	2,326,585	2,515,845
OTHER	(5,963)	-	-	-
TRANSFERS	1,062,531	1,424,000	7,171,609	2,709,299
GENERAL FUND SUBSIDY	820,382	990,329	4,114,371	777,275
<b>Total Revenue</b>	<b>\$ 8,839,773</b>	<b>\$ 8,015,810</b>	<b>\$ 24,791,856</b>	<b>\$ 9,558,805</b>

## EXPENSE BY Division/Program

### Special Revenue Fund

#### ENGINEERING

PROJECT ENGINEERING	1,235,044	1,327,977	1,426,477	2,215,988
STREET REHABILITATION	4,404,516	4,483,170	4,483,170	4,720,670
TRANSPORATION PROGRAM	3,104,044	2,104,663	18,572,773	2,522,147
SAFE ROUTES	5,605	-	-	-
BRIDGE REPAIR	90,564	100,000	309,436	100,000
<b>Total Special Revenue</b>	<b>\$ 8,839,773</b>	<b>\$ 8,015,810</b>	<b>\$ 24,791,856</b>	<b>\$ 9,558,805</b>

### EXPENSE BY CATEGORY

PERSONNEL SERVICES	1,057,294	1,142,484	1,300,084	1,566,799
SUPPLIES	74,916	14,422	16,822	16,400
PURCHASED SERVICES	2,241,020	1,436,501	1,634,701	832,664
ADMINISTRATIVE OVERHEAD	146,110	157,233	157,233	142,272
TRANSFERS	53,424	35,000	35,000	-
CAPITAL	5,267,009	5,230,170	21,648,016	7,000,670
<b>Total Expense</b>	<b>\$ 8,839,773</b>	<b>\$ 8,015,810</b>	<b>\$ 24,791,856</b>	<b>\$ 9,558,805</b>

FTE	11.05	11.30	11.30	15.30
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## **CHANGES COMPARED TO PRIOR YEAR ADOPTED**

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258,447	Increase in purchased services for consultants, materials testing, and construction administration.
250,000	Increase in capital for Right of Way acquisitions at Jake's Farm, Taft Ave Bridge, and SH 34 Widening.
182,830	Increase in capital based on planned street construction projects.
95,000	Increase in purchased services for Street Rehabilitation repair and maintenance.
53,000	Increase in personnel services for the reallocation of 1.0 FTE Engineering Technician from Development Services.
48,621	Increase in personnel services for Insurance Benefits due to historical enrollment and premium increases.
9,377	Increase in purchased services for pooled fleet utilization based on projected pool fleet usage.
9,000	Increase in purchased services for an approved CORE increase for increased Northern Front Range Metropolitan Planning Organization (MPO) dues.
7,740	Increase in purchased services for vehicle replacement based on the five-year replacement schedule.
3,000	Increase in supplies for MS project, AutoCAD software, and plotter repairs.
(25,303)	Decrease in administrative overhead for costs allocated by Finance based on the allocation methodology.
(35,000)	Decrease in transfers to Art in Public Places for the 1% for the Arts contribution based on the capital program.
607,084	<u>Core Changes</u>
	243,495 Personnel Services
	(1,022) Supplies
	(983,401) Purchased Services
	10,342 Administrative Overhead
	1,337,670 Capital
79,199	<u>Funded Supplements</u>
	79,199 1 FTE Bike, PED, & ADA Ramp Coordination
<b>\$ 1,542,995</b>	<b>TOTAL CHANGE</b>

## **OTHER INFORMATION**

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- Unfunded Supplements
  - There are no unfunded supplements in this division.
- Equipment Replacement
  - No equipment is scheduled for replacement in this division.
- Capital Projects
  - There are no capital projects anticipated for this division.

## Street Maintenance

The Street Maintenance Division's activities include street patching and repair, minor asphalt overlays, asphalt milling, alley and road shoulder maintenance, roadside mowing and weed spraying. The Division provides major support for the annual Street Resurfacing Program - a citywide street reconstruction and resurfacing program planned and managed by the Projects Engineering Division. The Division is also responsible for winter roadway maintenance. Crews plow snow, apply de-icing and anti-icing chemicals, load and haul snow/ice from the downtown district and other confined areas, and clear designated sidewalks. Contractors are used for some routine sidewalk snow removal. For major storms, contractors are used to supplement City plowing efforts and assist with post-storm cleanup.

DIVISION	FUND
Street Repair & Maintenance	Transportation

REVENUE	'15 Actual	'16 Adopted Budget	'16 Revised	'17 Budget
			Budget as of July 1 <sup>st</sup>	
LICENSES & PERMITS	4,600	4,600	4,600	4,600
INTERGOVERNMENTAL	34,294	41,750	41,750	41,750
OTHER	1,828	-	-	-
GENERAL FUND SUBSIDY	3,236,442	3,400,638	3,472,195	4,181,650
<b>Total Revenue</b>	<b>\$ 3,277,164</b>	<b>\$ 3,446,988</b>	<b>\$ 3,518,545</b>	<b>\$ 4,228,000</b>

### EXPENSE BY Division/Program

#### Special Revenue Fund

##### STREET REPAIR & MAINTENANCE

GENERAL OPERATIONS	2,799,882	3,066,988	3,138,545	3,684,000
SNOW REMOVAL	477,282	380,000	380,000	544,000
<b>Total Expense</b>	<b>\$ 3,277,164</b>	<b>\$ 3,446,988</b>	<b>\$ 3,518,545</b>	<b>\$ 4,228,000</b>

#### EXPENSE BY CATEGORY

PERSONNEL SERVICES	1,437,912	1,545,578	1,545,578	1,591,159
SUPPLIES	753,949	527,970	521,970	540,470
PURCHASED SERVICES	881,764	1,021,207	1,020,402	1,867,079
ADMINISTRATIVE OVERHEAD	203,539	219,233	219,233	229,292
DEBT SERVICE	-	-	6,805	-
CAPITAL	-	133,000	204,557	-
<b>Total Expense</b>	<b>\$ 3,277,164</b>	<b>\$ 3,446,988</b>	<b>\$ 3,518,545</b>	<b>\$ 4,228,000</b>

FTE	15.33	15.33	15.33	17.33
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## CHANGES COMPARED TO PRIOR YEAR ADOPTED

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227,964	Increase in purchased services for vehicle maintenance based on projected maintenance costs.
176,640	Increase in purchased services for vehicle replacement based on the five-year replacement schedule.
111,746	Increase in purchased services for fuel based on projected fuel and costs.
64,624	Increase in purchased services for pooled fleet utilization based on projected pool fleet usage.
63,203	Increase in personnel services for Insurance Benefits due to historical enrollment and premium increases.
22,898	Increase in purchased services for general liability costs based on the Department's historical experiences and forecasted liability costs.
9,000	Increase in supplies for snow and ice chemicals.
8,161	Increase in administrative overhead for costs allocated by Facilities Management based on the allocation methodology.
6,000	Increase in supplies for sand gravel and asphalt.
(133,000)	Decrease in capital based on the equipment replacement schedule.
(64,040)	<u>Core Changes</u> (50,938) Personnel Services (2,500) Supplies (12,500) Purchased Services 1,898 Administrative Overhead
287,816	<u>Funded Supplements</u> 155,000 Downtown & Sidewalk Snow Removal 65,000 Streets Tree Inventory & Replanting 34,816 2 FTE Snow Removal Employee Status Conversion 33,000 Automatic Vehicle Locator (AVL)

**\$ 781,012 TOTAL CHANGE**

## OTHER INFORMATION

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- Unfunded Supplements
  - There are no unfunded supplements in this division.
- 293,000 Equipment Replacement
  - 54,000 End Dump Trailer
  - 110,000 Heavy Equipment Trailer
  - 39,000 Asphalt Distributor
  - 90,000 Anti-Icer Storage Tanks
- Capital Projects
  - There are no capital projects anticipated for this division.

## Traffic Engineering

The Traffic Engineering Division is responsible for the construction, operation and maintenance of all traffic control devices in the public right-of-way within City Limits, including nearly all of US Highways 287 and 34 and all of Colorado Highway 402. Citywide programs of responsibility include neighborhood traffic calming, traffic studies, traffic data collection and the Intelligent Transportation System (ITS). Major components of ITS include: traffic signals, system computers, video traffic surveillance system, Roadway Weather Information System, variable message signs, and the traffic operations center (TOC). The Division informs the media and the public of construction projects and roadway conditions via the Loveland Cone Zone construction report, 1610 AM radio, three variable message signs, and [www.cotrip.org](http://www.cotrip.org).

The Division is also involved in the planning, engineering, and project construction engineering management of various Transportation Capital projects. These projects are included in the Capital Chapter under the transportation program.

The safety of people using Loveland's surface transportation system is the primary mission of the Division. Federal and state grant application programs are used to improve the system and are managed by the Division. Various funds are acquired via these grant applications for the design and construction of projects. These funds have been used consistently for the past 17 years to enhance the performance on Loveland's roadways.

DIVISION	FUND
Traffic Engineering	Transportation

	<b>'15 Actual</b>	<b>'16 Adopted Budget</b>	<b>'16 Revised Budget as of July 1<sup>st</sup></b>	<b>'17 Budget</b>
<b>REVENUE</b>				
INTERGOVERNMENTAL	(14,848)	492,844	492,844	493,594
CHARGES FOR SERVICE	5,504	34,360	34,360	17,000
OTHER	11,539	1,000	1,000	1,000
GENERAL FUND SUBSIDY	2,196,107	1,881,296	2,197,296	2,045,300
<b>Total Revenue</b>	<b>\$ 2,198,302</b>	<b>\$ 2,409,500</b>	<b>\$ 2,725,500</b>	<b>\$ 2,556,894</b>

## EXPENSE BY Division/Program

## Special Revenue Fund

TRAFFIC ENGINEERING				
GENERAL OPERATIONS	1,988,006	1,954,300	2,370,300	2,101,694
STATE HIGHWAY MAINTENANCE	204,846	454,200	354,200	454,200
NEIGHBORHOOD TRAFFIC CALMING	5,450	1,000	1,000	1,000
<b>Total Expense</b>	<b>\$ 2,198,302</b>	<b>\$ 2,409,500</b>	<b>\$ 2,725,500</b>	<b>\$ 2,556,894</b>

## EXPENSE BY CATEGORY

PERSONNEL SERVICES	1,226,467	1,227,079	1,227,079	1,368,530
SUPPLIES	428,237	595,960	603,460	619,050
PURCHASED SERVICES	280,263	331,062	339,562	340,614
ADMINISTRATIVE OVERHEAD	263,335	255,399	255,399	228,700
CAPITAL	-	-	300,000	-
<b>Total Expense</b>	<b>\$ 2,198,302</b>	<b>\$ 2,409,500</b>	<b>\$ 2,725,500</b>	<b>\$ 2,556,894</b>

**FTE** **13.00** **13.00** **13.00** **13.00**

## CHANGES COMPARED TO PRIOR YEAR ADOPTED

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119,550	Increase in personnel services for Insurance Benefits due to historical enrollment and premium increases.
26,215	Increase in purchased services for fuel based on projected fuel and costs.
22,790	Increase in purchased services for vehicle replacement based on the five-year replacement schedule.
20,000	Increase in supplies for traffic counters and supplies.
8,438	Increase in personnel services for Medical Leave Payout based on employee tenure.
5,187	Increase in purchased services for pooled fleet utilization based on projected pool fleet usage.
(29,131)	Decrease in administrative overhead for costs allocated by Facilities Management based on the allocation methodology.
(45,710)	Increase in purchased services for vehicle maintenance based on projected maintenance costs.
20,055	<u>Core Changes</u>
	13,463 Personnel Services
	3,090 Supplies
	1,070 Purchased Services
	2,432 Administrative Overhead

**\$ 147,394 TOTAL CHANGE**

## OTHER INFORMATION

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253,687	<u>Unfunded Supplements</u>
	180,000 Traffic Safety
	30,000 Signal Maintenance Supplies
	43,687 Street Banner Program (Eisenhower)
-	<u>Equipment Replacement</u>
	- No equipment is scheduled for replacement in this division.
-	<u>Capital Projects</u>
	- There are no capital projects anticipated for this division.