

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	2010 Actual	2011 Revised	2012 Projected
Provide reliable and quality products and services.				
Solid Waste – Reduce the number of service complaints.	Complaint ratio of 2.88 per 10,000 collections.	3.3	3.5	3.5
Vehicle Maintenance – Maintain high level of fleet availability.	Fleet availability - 85% for solid waste/street sweepers and 90% for all other vehicles.	92% 97%	80% 90%	80% 90%
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>)	75%	75%	75%
Facilities Management – Complete customer requests in a timely manner.	Complete 90% of customer requests on time.	88%	90%	90%
Transit – On time fixed routes.	95% of fixed bus route trips are between zero minutes early and 5 minutes late.	95%	95%	95%
Transit – On time paratransit appointments.	Maintain a 30 minute window on all paratransit appointments.	95%	95%	95%
Provide a quality customer service experience.				
Increase level of customer service.	85% or higher satisfaction rating on customer/citizen surveys.	83%	85%	85%
Provide for the safety of our community and employees.				
Reduce amount paid out to claims.	Reduction in \$ paid for claims.	\$5,000	\$5,000	\$5,000
Reduce number of injuries.	Reduction in lost time due to accidents.	5	7	7
Be fiscally accountable.				
Construct capital projects fiscally responsibly.	All major projects (over \$100K) are within +/- 15% of budget.	-8%	+/-15%	+/-15%
Be environmentally responsible.				
Reduce landfill disposal.	% of collected materials recycled.	54%	50%	50%

Public Works Department Structure

General Fund Activities

<i>Dept</i>	<i>Description</i>	<i>Division</i>	<i>Description</i>	<i>Program(s)</i>	<i>Description</i>
23	Public Works	231	Administration		
		232	Engineering		
		233	Streets		
		234	Transit		
		235	Traffic Engineering		
		236	Transportation Development Review		
		237	Stimulus Projects		

Enterprise Fund Activities

<i>Dept</i>	<i>Description</i>	<i>Division</i>	<i>Description</i>	<i>Program(s)</i>	<i>Description</i>
23	Solid Waste	270	Refuse		
		271	Recycling		
		272	Yard Waste		
		278	Mosquito Control		
	Storm Water	280	Storm Water Administration		
		281	Storm Water Collections		
		282	Street Sweeping		
		283	Storm Water Capital		

Internal Service Fund Activities

<i>Dept</i>	<i>Description</i>	<i>Division</i>	<i>Description</i>	<i>Program(s)</i>	<i>Description</i>
23	City Fleet	260	Fleet Replacement		
	Vehicle Maintenance	261	Vehicle Maintenance		
		262	Parts & Inventory Mgmt		

Public Works Department Summary

	'10 Actual	'11 Adopted Budget	'11 Revised Budget as of June	'12 Budget	'12 Budget / '11 Adopted % Change	'11 FTE	'12 FTE
General Fund							
ADMINISTRATION	130,406	125,520	130,720	169,810	35.3%	1.20	1.20
FACILITIES SERVICES	3,360,928	3,558,920	3,852,240	4,070,450	14.4%	21.25	21.25
PROJECT ENGINEERING	759,164	752,470	774,400	795,880	5.8%	10.85	10.85
STREET MAINTENANCE	2,766,505	2,515,220	2,556,670	2,551,980	1.5%	15.58	15.33
TRAFFIC ENGINEERING	1,719,882	1,751,810	1,769,230	1,758,590	0.4%	12.00	12.00
TRANSIT	1,498,203	1,781,350	1,790,910	1,847,330	3.7%	10.90	11.15
TRANS. DEV. REVIEW	378,496	424,470	432,370	407,870	(3.9%)	4.00	4.00
Total General Fund	\$10,613,584	\$10,909,760	\$11,306,540	\$11,601,910	6.3%	75.78	75.78
Enterprise Fund							
SOLID WASTE	5,459,189	5,198,850	5,313,420	4,997,270	(3.9%)	27.62	27.62
STORMWATER	4,131,460	3,222,780	6,729,590	4,655,400	44.5%	14.35	14.60
Total Enterprise Fund	\$9,590,649	\$8,421,630	\$12,043,010	\$9,652,670	14.6%	41.97	42.22
Internal Service Fund							
CITY FLEET	1,288,785	832,000	1,292,670	654,000	(21.4%)	-	-
VEHICLE MAINTENANCE	2,969,571	3,030,510	3,051,330	3,138,040	3.5%	13.65	13.65
Total Int Service Fund	\$4,258,356	\$3,862,510	\$4,344,000	\$3,792,040	(1.8%)	13.65	13.65
Total Expense	\$24,462,589	\$23,193,900	\$27,693,550	\$25,046,620	8.0%	131.40	131.65
REVENUE							
General Fund							
FACILITIES SERVICES	444,840	444,840	491,240	490,980	10.4%		
PROJECT ENGINEERING	299,559	289,410	289,410	327,190	13.1%		
STREET MAINTENANCE	788,182	882,580	882,580	715,810	(18.9%)		
TRAFFIC ENGINEERING	870,883	987,630	987,630	866,860	(12.2%)		
TRANSIT	976,351	1,471,540	1,471,540	1,391,430	(5.4%)		
GENERAL FUND SUBSIDY	7,233,769	6,833,760	7,184,140	7,809,640	10.7%		
Total General Fund	\$10,613,584	\$10,909,760	\$11,306,540	\$11,601,910	6.3%		
Enterprise Fund							
SOLID WASTE	6,111,664	5,937,580	5,937,580	6,207,120	4.5%		
STORMWATER	4,792,464	4,300,020	4,300,020	4,415,590	2.7%		
Total Enterprise Fund	\$10,904,128	\$10,237,600	\$10,237,600	\$10,622,710	3.8%		
Internal Service Fund							
CITY FLEET	1,822,819	1,312,690	1,505,950	1,148,380	(12.5%)		
VEHICLE MAINTENANCE	2,979,865	3,082,290	3,082,290	3,260,530	5.8%		
Total Int Service Fund	\$4,802,684	\$4,394,980	\$4,588,240	\$4,408,910	0.3%		
Total Revenue	\$26,320,396	\$25,542,340	\$26,132,380	\$26,633,530	3.3%		
EXPENSE BY CATEGORY							
PERSONNEL SERVICES	9,717,351	9,796,690	9,999,430	10,054,570	2.6%		
SUPPLIES	3,111,147	3,199,040	3,198,040	3,227,290	0.9%		
PURCHASED SERVICES	6,250,336	7,038,850	7,302,580	7,809,880	7.5%		
TRANSFERS	596,745	570,290	571,870	562,050	(1.0%)		
CAPITAL	4,787,010	2,589,030	6,621,630	3,392,830	31.0%		
Total Expense	\$24,462,589	\$23,193,900	\$27,693,550	\$25,046,620	8.0%		

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.

ACTIVITY	DEPARTMENT
Administration	Public Works

EXPENSE BY DIVISION/Program	'10 Actual	'11 Adopted Budget	'11 Revised Budget as of June	'12 Budget
General Fund				
ADMINISTRATION	\$130,406	\$125,520	\$130,720	\$169,810

REVENUE				
GENERAL FUND SUBSIDY	\$130,406	\$125,520	\$130,720	\$169,810

EXPENSE BY CATEGORY				
PERSONNEL SERVICES	120,497	104,000	109,700	148,650
SUPPLIES	3,559	6,560	6,560	6,060
PURCHASED SERVICES	6,350	14,960	14,460	15,100
Total Expense	\$130,406	\$125,520	\$130,720	\$169,810
FTE	1.20	1.20	1.20	1.20

CHANGES COMPARED TO PRIOR YEAR ADOPTED	
2,510	Increase in personnel services for insurance benefits based on employee plan selection.
(130)	Decrease in personnel services for workers' compensation due to the allocation of the City's cost based on the Division's experience rating and forecasted liability costs.
39,880	Increase in personnel services for the allocated unemployment costs.
140	Increase in purchased services for general liability costs based on Division's historical experience and forecasted liability costs.
2,390	<u>Core Changes</u>
2,390	Personnel Services
-	<u>Funded Supplements</u>
	- There are no funded supplements in this division.
(500)	<u>Financial Sustainability Reductions</u>
(500)	Reduction in supplies for food as part of the employee suggestion program.
44,290	Total Change

OTHER INFORMATION	
-	<u>Unfunded Supplements</u>
	- There are no unfunded supplements in this division.
-	<u>Equipment Replacement</u>
	- No equipment is scheduled for replacement in this division.
-	<u>Capital Projects</u>
	- There are no capital projects associated with this division.

Facilities Services

The Facilities Management Division (FM) manages the operation and construction of all the City's physical facilities. It schedules, coordinates, and supports meetings within City facilities, and provides full mail service to all City employees. Facilities Management also provides technical and specialized trade and construction support to City facilities.

ACTIVITY		DEPARTMENT		
Facilities Management		Public Works		
EXPENSE BY DIVISION/Program	'10 Actual	'11 Adopted Budget	'11 Revised Budget as of June	'12 Budget
General Fund				
Facility Services	573,328	623,820	632,540	715,100
General Building Maintenance	2,133,885	2,219,660	2,389,380	2,605,120
Service Center	133,293	178,330	179,250	166,090
Golf	61,125	98,100	98,100	98,100
Recreation Center	267,063	391,010	391,010	412,740
Facility Rentals	69,142	48,000	48,000	65,500
Milner/Schwartz House Reno	49,181	-	113,960	-
Downtown Maintenance	73,911	-	-	7,800
Total Expense	\$3,360,928	\$3,558,920	\$3,852,240	\$4,070,450
REVENUE				
FEDERAL GRANT	-	-	46,400	-
OPERATING TRANSFER	444,840	444,840	444,840	439,480
CHARGES FOR SERVICE	-	-	-	51,500
GENERAL FUND SUBSIDY	2,916,088	3,114,080	3,361,000	3,579,470
Total Revenue	\$3,360,928	\$3,558,920	\$3,852,240	\$4,070,450
EXPENSE BY CATEGORY				
PERSONNEL SERVICES	1,497,290	1,543,580	1,570,540	1,524,530
SUPPLIES	240,358	268,180	268,180	267,520
PURCHASED SERVICES	1,574,099	1,747,160	1,899,560	2,278,400
CAPITAL	49,181	-	113,960	-
Total Expense	\$3,360,928	\$3,558,920	\$3,852,240	\$4,070,450
FTE	21.25	21.25	21.25	21.25

CHANGES COMPARED TO PRIOR YEAR ADOPTED

(29,830)	Decrease in personnel services for insurance benefits based on employee plan selection.
(1,040)	Decrease in personnel services for workers' compensation due to the allocation of the City's cost based on the Division's experience rating and forecasted liability costs.
(24,160)	Decrease in supplies for parts and supplies based on historical experience.
77,230	Increase in purchased services for general liability costs based on Division's historical experience and forecasted liability costs.
81,640	Increase in supplies and purchased services to annualize the operating costs for the Library expansion. In 2011 only 4 months of operation were budgeted for.
10,000	Increase in purchased services for utility costs based on projected prices and usage.
10,000	Increase in purchased services for custodial expenses based on price increases.
17,500	Increase in purchased services for the homeless shelter rental and maintenance transferred from the Non-Departmental budget.
3,230	Increase in purchased services for vehicle maintenance and fuel based on projected fuel prices and usage.
(5,270)	Decrease in vehicle replacement costs due to lower amortization.

29,600 Core Changes

25,440	Personnel Services
1,500	Supplies
3,500	Purchased Services

355,890 Funded Supplements

15,000	Increase in purchased services for repair and maintenance for building security upgrades.
88,600	Increase in purchased services for repair and maintenance for the Rialto Bridge.
7,800	Increase in purchased services for repair and maintenance for City-maintained downtown buildings.
244,490	Increase in purchased services for 4 months of operating cost at the ACE campus.

(13,260) Financial Sustainability Reduction

(13,260)	Reduction in personnel services for FICA as part of the employee suggestion program.
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511,530 Total Change

OTHER INFORMATION

- Unfunded Supplements

- There are no unfunded supplements in this division.

- Equipment Replacement

- No equipment is scheduled for replacement in this division.

600,000 Capital Projects

600,000	Facility Major Maintenance Program
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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.

ACTIVITY		DEPARTMENT		
Project Engineering		Public Works		
EXPENSE BY DIVISION/Program	'10 Actual	'11 Adopted Budget	'11 Revised Budget as of June	'12 Budget
General Fund				
General Operations	\$759,164	\$752,470	\$774,400	\$795,880
REVENUE				
CHARGES FOR SERVICE	99,038	39,000	39,000	59,000
INTERGOVERNMENTAL REVENUE	200,521	250,410	250,410	268,190
GENERAL FUND SUBSIDY	459,605	463,060	484,990	468,690
Total Revenue	\$759,164	\$752,470	\$774,400	\$795,880
EXPENSE BY CATEGORY				
PERSONNEL SERVICES	657,396	648,800	671,730	696,440
SUPPLIES	15,865	12,150	11,150	14,350
PURCHASED SERVICES	85,903	91,520	91,520	85,090
Total Expense	\$759,164	\$752,470	\$774,400	\$795,880
FTE	10.55	10.85	10.85	10.85

CHANGES COMPARED TO PRIOR YEAR ADOPTED

(39,780)	Decrease in personnel services for insurance benefits based on employee plan selection.
(1,570)	Decrease in personnel services for workers' compensation due to the allocation of the City's cost based on the Division's experience rating and forecasted liability costs.
75,820	Increase in personnel services due to a projected decrease in salary costs that will be capitalized based on the Capital Program.
840	Increase in purchased services for general liability costs based on Division's historical experience and forecasted liability costs.
(400)	Decrease in purchased services for vehicle maintenance costs based on projected fuel prices and maintenance costs.
(3,670)	Decrease in purchased services for vehicle replacement due to lower amortization rates.
16,430	<u>Core Changes</u>
17,430	Personnel Services
2,200	Supplies
(3,200)	Purchased Services
-	<u>Funded Supplements</u>
-	There are no funded supplements in this division.
(4,260)	<u>Financial Sustainability Reductions</u>
(4,260)	Reduction in personnel services for FICA based the employee suggestion program.
43,410	Total Change

OTHER INFORMATION

-	<u>Unfunded Supplements</u>
-	There are no unfunded supplements in this division.
-	<u>Equipment Replacement</u>
-	No equipment is scheduled for replacement in this division.
6,016,900	<u>Capital Projects</u>
2,372,000	Transportation Construction Program
3,644,900	Street Rehabilitation Program

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.

ACTIVITY		DEPARTMENT		
Street Maintenance		Public Works		
EXPENSE BY DIVISION/Program	'10 Actual	'11 Adopted Budget	'11 Revised Budget as of June	'12 Budget
General Fund				
General Operations	2,530,484	2,255,220	2,296,670	2,291,980
Snow Removal	236,021	260,000	260,000	260,000
Total Expense	\$2,766,505	\$2,515,220	\$2,556,670	\$2,551,980
REVENUE				
CHARGES FOR SERVICE	15,742	3,800	3,800	3,300
INTERGOVERNMENTAL REVENUE	772,440	878,780	878,780	712,510
GENERAL FUND SUBSIDY	1,978,323	1,632,640	1,674,090	1,836,170
Total Revenue	\$2,766,505	\$2,515,220	\$2,556,670	\$2,551,980
EXPENSE BY CATEGORY				
PERSONNEL SERVICES	1,300,998	1,284,580	1,308,030	1,310,910
SUPPLIES	403,050	409,230	409,230	417,350
PURCHASED SERVICES	803,066	821,410	820,410	747,120
CAPITAL	259,391	-	19,000	76,600
Total Expense	\$2,766,505	\$2,515,220	\$2,556,670	\$2,551,980
FTE	15.58	15.58	15.58	15.33

CHANGES COMPARED TO PRIOR YEAR ADOPTED

30,000	Increase in personnel services for temporary salaries based on historical experience.
19,650	Increase in personnel services for insurance benefits based on employee plan selection.
10,000	Increase in personnel services for overtime based on historical experience.
(29,510)	Decrease in personnel services for workers' compensation due to the allocation of the City's cost based on the Division's experience rating and forecasted liability costs.
(24,730)	Decrease in personnel services due to allocating 0.25 FTE to the Strom Water Enterprise.
7,000	Increase in supplies for sand, gravel and asphalt based on projected pothole repair and patching costs.
450	Increase in purchased services for general liability costs based on Division's historical experience and forecasted liability costs.
(6,000)	Decrease in purchased services for rental costs of chemical storage based on projected costs.
(3,000)	Decrease in purchased services for traffic control and snow contractors based on historical experience.
32,720	Increase in purchased services for vehicle maintenance costs based on projected fuel prices and maintenance costs.
(49,340)	Decrease in purchased services for vehicle replacement costs due to lower amortization rates.
76,600	Increase in capital based in the equipment replacement schedule.

24,930 Core Changes

22,830	Personnel Services
1,220	Supplies
880	Purchased Services

- Funded Supplements

- There are no funded supplements in this division.

(52,010) Financial Sustainability Reductions

(1,910)	Reduction in personnel services for FICA based on the employee suggestion program.
(100)	Reduction in supplies for food as part of the employee suggestion program.
(50,000)	Reduction in purchased services for tree trimming based on the financial sustainability strategy. These costs will be transferred to the Solid Waste Enterprise.

36,760 Total Change

OTHER INFORMATION

- Unfunded Supplements

- There are no unfunded supplements in this division.

76,600 Equipment Replacement

44,600	Snow Plows
32,000	Spreaders and Tanks

- Capital Projects

- There are no capital projects associated with 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 Systems, variable message signs, and the traffic operations center. The Division informs the media and the public of construction projects and roadway conditions via the Loveland Road Report, 1610 AM radio, three variable message signs, and www.cotrip.org.

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 15 years to enhance the performance on Loveland's roadways.

ACTIVITY		DEPARTMENT		
Traffic Engineering		Public Works		
EXPENSE BY DIVISION/Program	'10 Actual	'11 Adopted Budget	'11 Revised Budget as of June	'12 Budget
General Fund				
GENERAL OPERATIONS	1,719,882	1,751,810	1,769,230	1,362,590
STATE HIGHWAY MAIN.	-	-	-	395,000
TRAFFIC CALMING	-	-	-	1,000
Total Expense	\$1,719,882	\$1,751,810	\$1,769,230	\$1,758,590
REVENUE				
MISCELLANEOUS	16,288	-	-	-
INTERGOVERNMENTAL REVENUE	854,595	987,630	987,630	866,860
GENERAL FUND SUBSIDY	848,999	764,180	781,600	891,730
Total Revenue	\$1,719,882	\$1,751,810	\$1,769,230	\$1,758,590
EXPENSE BY CATEGORY				
PERSONNEL SERVICES	1,073,296	1,006,500	1,024,420	1,030,450
SUPPLIES	464,279	385,460	384,960	367,910
PURCHASED SERVICES	182,307	211,450	211,450	211,830
CAPITAL	-	148,400	148,400	148,400
Total Expense	\$1,719,882	\$1,751,810	\$1,769,230	\$1,758,590
FTE	12.00	12.00	12.00	12.00

CHANGES COMPARED TO PRIOR YEAR ADOPTED

10,000	Increase in personnel services for temporary salaries based on historical experience.
(4,080)	Decrease in personnel services for insurance benefits based on employee plan selection.
(1,970)	Decrease in personnel services for workers' compensation due to the allocation of the City's cost based on the Division's experience rating and forecasted liability costs.
(11,000)	Decrease in supplies for signal controller based on projected costs.
(10,000)	Decrease in supplies for paint and markings based on projected costs.
210	Increase in purchased services for general liability costs based on Division's historical experience and forecasted liability costs.
(2,850)	Decrease in purchased services for vehicle maintenance costs based on projected maintenance costs.
(4,530)	Decrease in purchased services for vehicle replacement due to lower amortization rates.

32,470 Core Changes

21,470	Personnel Services
3,450	Supplies
7,550	Purchased Services

- Funded Supplements

- There are no funded supplements in this division.

(1,470) Financial Sustainability Reductions

(1,470)	Reduction in personnel services for FICA based on the employee suggestion program.
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6,780 Total Change

OTHER INFORMATION

- 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 associated with this division.

Transit

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 and Larimer County for the FLEX, a regional bus service, connecting Loveland and Fort Collins and Longmont.

ACTIVITY		DEPARTMENT		
Transit		Public Works		
EXPENSE BY DIVISION/Program	'10 Actual	'11 Adopted Budget	'11 Revised Budget as of June	'12 Budget
General Fund				
TRANSIT	\$1,498,203	\$1,781,350	\$1,790,910	\$1,847,330
REVENUE				
INTERGOVERNMENTAL	860,007	1,373,040	1,373,040	1,304,730
CHARGES FOR SERVICES	116,344	98,500	98,500	86,700
GENERAL FUND SUBSIDY	521,852	309,810	319,370	455,900
Total Revenue	\$1,498,203	\$1,781,350	\$1,790,910	\$1,847,330
EXPENSE BY CATEGORY				
PERSONNEL SERVICES	645,384	653,620	663,180	640,850
SUPPLIES	33,944	19,150	19,150	18,400
PURCHASED SERVICES	784,568	1,074,950	1,074,950	1,154,450
CAPITAL	34,307	33,630	33,630	33,630
Total Expense	\$1,498,203	\$1,781,350	\$1,790,910	\$1,847,330
FTE	10.90	10.90	11.15	11.15

CHANGES COMPARED TO PRIOR YEAR ADOPTED

- (18,850) Decrease in personnel services for insurance benefits based on employee plan selection.
- (1,030) Decrease in personnel services for workers' compensation due to the allocation of the City's cost based on the Division's experience rating and forecasted liability costs.
- 5,090 Increase in purchased services for general liability costs based on Division's historical experience and forecasted liability costs.
- 91,930 Increase in purchased services for vehicle maintenance based on projected fuel prices and maintenance costs.
- (17,770) Decrease in purchased services for vehicle replacement due to lower amortization rates.

- 7,870 Core Changes

- 8,370 Personnel Services
 - (750) Supplies
 - 250 Purchased Services

- Funded Supplements

- There are no funded supplements in this division.

- (1,260) Financial Sustainability Reductions

- (1,260) Reduction in personnel services for FICA based on the employee suggestion program.

65,980 Total Change

OTHER INFORMATION

- 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 associated with this division.

Transportation Development Review

Development Engineering 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 developments. The Development Engineering staff advises the Planning Commission and City Council on transportation issues at public hearings, as well as providing technical information and process assistance to citizens, developers, realtors, attorneys, and consulting engineers.

ACTIVITY	DEPARTMENT
Transportation Development Review	Public Works

EXPENSE BY DIVISION/Program	'10 Actual	'11 Adopted Budget	'11 Revised Budget as of June	'12 Budget
General Fund				
TRANSPORTATION DEV REVIEW	\$378,496	\$424,470	\$432,370	\$407,870
REVENUE				
GENERAL FUND SUBSIDY	\$378,496	\$424,470	\$432,370	\$407,870
EXPENSE BY CATEGORY				
PERSONNEL SERVICES	365,648	374,670	382,570	376,590
SUPPLIES	2,075	6,400	6,400	6,200
PURCHASED SERVICES	10,773	43,400	43,400	25,080
Total Expense	\$378,496	\$424,470	\$432,370	\$407,870
FTE	4.00	4.00	4.00	4.00

CHANGES COMPARED TO PRIOR YEAR ADOPTED

- (2,800) Decrease in personnel services for insurance benefits based on employee plan selection.
- (650) Decrease in personnel services for workers' compensation due to the allocation of the City's cost based on the Division's experience rating and forecasted liability costs.
- 300 Increase in purchased services for general liability costs based on Division's historical experience and forecasted liability costs.

6,220 Core Changes

- 6,040 Personnel Services
- 50 Supplies
- 130 Purchased Services

- Funded Supplements

- There are no funded supplements in this division.

(19,670) Financial Sustainability Reductions

- (670) Reduction in personnel services for FICA as part of the employee suggestion program.
- (250) Reduction in supplies for food as part of the employee suggestion program.
- (18,750) Reduction in purchased services for outsourcing development reviews as part of the financial sustainability strategies.

(16,600) Total Change

OTHER INFORMATION

- 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 associated with 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.

The Solid Waste Management Program is popular with the community as noted by the City's annual Community Satisfaction Survey. The Program has received numerous solid waste management awards and honors, and was one of 18 communities selected by the United States Environmental Protection Agency for inclusion in a detailed report entitled *Cutting the Waste Stream in Half: Community Record-Setters Show How*.

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. Over 50% of the community's residential wastes are recycled annually, which extends 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.

2011 was the 25th year that Colorado Mosquito Control, Inc. (CMC), a private contractor, operated this 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.

To reduce both mosquito nuisance levels as well as the threat from mosquito-borne diseases, CMC employs a variety of cultural and biological control choices first, with low toxicity chemical sprays used only as a last resort. Specifically, the foundation and focus of Loveland's mosquito control program is primarily larvae-based – i.e. find and treat, on a weekly basis, the hundreds of larvae-containing water pockets and pools within an 80 square mile area. An effective control of larvae prevents their development into adult mosquitoes, thereby reducing the need to fog-spray with insecticides.

With the introduction of mosquitoes carrying West Nile Virus (WNV) into Colorado beginning in 2002, each aspect of the mosquito management program has changed significantly in an attempt to minimize the number of WNV human cases in Loveland.

ACTIVITY	DEPARTMENT			
Solid Waste	Public Works			

EXPENSE BY DIVISION/Program	'10 Actual	'11 Adopted Budget	'11 Revised Budget as of June	'12 Budget
Enterprise Fund				
REFUSE	3,210,441	2,711,380	2,931,400	2,444,530
RECYCLING	1,104,853	1,081,800	1,138,420	1,217,020
YARD WASTE	912,109	1,132,970	970,900	1,076,020
MOSQUITO CONTROL	231,786	272,700	272,700	259,700
Total Expense	\$5,459,189	\$5,198,850	\$5,313,420	\$4,997,270

REVENUE				
CHARGES FOR SERVICES	5,758,310	5,695,580	5,695,580	5,884,220
INTEREST	28,939	82,000	82,000	110,900
OTHER	324,415	160,000	160,000	212,000
Total Revenue	\$6,111,664	\$5,937,580	\$5,937,580	\$6,207,120

EXPENSE BY CATEGORY				
PERSONNEL SERVICES	1,876,258	1,964,030	2,003,690	2,000,070
SUPPLIES	123,269	165,120	165,120	165,360
PURCHASED SERVICES	1,968,672	2,198,420	2,271,750	2,368,900
TRANSFERS	248,560	226,280	227,860	222,740
CAPITAL	1,242,430	645,000	645,000	240,200
Total Expense	\$5,459,189	\$5,198,850	\$5,313,420	\$4,997,270

FTE	27.62	27.62	27.62	27.62
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CHANGES COMPARED TO PRIOR YEAR ADOPTED

(12,950)	Decrease in personnel services for temporary salaries based on historical experience.
6,510	Increase in personnel services for insurance benefits based on employee plan selection.
14,650	Increase in personnel services for overtime based on historical experience.
(6,550)	Decrease in personnel services for workers' compensation due to the allocation of the City's cost based on the Division's experience rating and forecasted liability costs.
(7,130)	Decrease in purchased services for general liability costs based on Division's historical experience and forecasted liability costs.
73,230	Increase in purchased services for PILT based on the revenue estimates and the 1% increased as part of the financial sustainability strategy.
25,000	Increase in purchased services for tree trimming costs reallocated from the General Fund to better align the cost with the service.
25,000	Increase in purchased services for consulting costs to study the benefit of constructing an organic composting facility.
48,980	Increase in purchased services for vehicle maintenance costs based on the fuel cost estimates and maintenance usage.
(3,540)	Decrease in transfers based on the calculation for operating transfers.
(404,800)	Decrease in capital based on the equipment replacement schedule.
52,680	<u>Core Changes</u>
47,040	Personnel Services
240	Supplies
5,400	Purchased Services
-	<u>Funded Supplements</u>
-	There are no funded supplements in this division.
(12,660)	<u>Financial Sustainability Reductions</u>
(12,660)	Reduction in personnel services for FICA based on the employee suggestion program.
(201,580)	Total Change

OTHER INFORMATION

-	<u>Unfunded Supplements</u>
-	There are no unfunded supplements in this division.
240,200	<u>Equipment Replacement</u>
30,000	Pickup Truck Replacement
205,000	Rear Loading Trash Truck
5,200	Computer Replacement
-	<u>Capital Projects</u>
-	There are no capital projects associated with 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 2012, the percentage of revenue for this payment is increased from 6% to 7%.

ACTIVITY		DEPARTMENT		
Stormwater		Public Works		
EXPENSE BY		'11 Adopted	'11 Revised	
DIVISION/Program	'10 Actual	Budget	Budget as of June	'12 Budget
ADMINISTRATION/ENGINEERING	1,233,260	1,311,640	1,379,480	1,350,890
COLLECTIONS	478,823	493,810	493,810	497,480
STREET SWEEPING	497,203	512,330	512,330	592,030
CAPITAL PROGRAM	1,922,174	905,000	4,343,970	2,215,000
Total Expense	\$4,131,460	\$3,222,780	\$6,729,590	\$4,655,400
REVENUE				
UTILITY CHARGES	3,943,163	3,902,890	3,902,890	4,000,460
UTILITY OTHER	12,575	12,000	12,000	30,000
IMPACT FEES	792,913	369,000	369,000	369,000
INTEREST	36,603	15,130	15,130	15,130
TRANSFERS	1,594	-	390	-
OTHER	5,616	1,000	1,000	1,000
Total Revenue	\$4,792,464	\$4,300,020	\$4,300,410	\$4,415,590
EXPENSE BY CATEGORY				
PERSONNEL SERVICES	1,126,595	1,167,840	1,195,680	1,259,370
SUPPLIES	63,947	107,620	107,620	81,490
PURCHASED SERVICES	674,734	698,310	738,310	760,230
TRANSFERS	348,185	344,010	344,010	339,310
CAPITAL	1,917,999	905,000	4,343,970	2,215,000
Total Expense	\$4,131,460	\$3,222,780	\$6,729,590	\$4,655,400
FTE	14.65	14.35	14.35	14.60

CHANGES COMPARED TO PRIOR YEAR ADOPTED

(7,200)	Decrease in personnel services for insurance benefits based on employee plan selection.
15,780	Increase in personnel services for overtime for special events and snow removal costs.
24,730	Increase in personnel services for the allocation of 0.25 FTE from the Street Maintenance Division.
(14,350)	Decrease in personnel services for workers' compensation due to the allocation of the City's cost based on the Division's experience rating and forecasted liability costs.
64,800	Increase in personnel services due to a projected reduction in labor that can be capitalized.
3,390	Increase in supplies for parts for the Storm Water Quality Program.
(29,550)	Decrease in other supplies based on historical experience.
25,000	Increase in purchased services for tree trimming costs reallocated from the General Fund to more appropriately place the cost with the service.
6,360	Increase in purchased services for general liability costs based on Division's historical experience and forecasted liability costs.
25,890	Increase in purchased services for vehicle maintenance based on projected fuel and maintenance costs.
(4,700)	Decrease in transfers for operating costs based on allocation calculations.
1,310,000	Increase in capital based on the capital program.
25,020	<u>Core Changes</u>
19,990	Personnel Services
360	Supplies
4,670	Purchased Services
-	<u>Funded Supplements</u>
-	There are no funded supplements in this division.
(12,550)	<u>Financial Sustainability Reductions</u>
(12,220)	Reduction in personal services for FICA based on the employee suggestion program.
(330)	Reduction in supplies for food based on the employee suggestion program.
1,432,620	Total Change

OTHER INFORMATION

-	<u>Unfunded Supplements</u>
-	There are no unfunded supplements in this division.
-	<u>Equipment Replacement</u>
-	No equipment is scheduled for replacement in this division.
2,215,000	<u>Capital Projects</u>
155,000	Small Maintenance Projects
750,000	Washington Avenue Outfall Phase IV
300,000	7 th and Madison Avenue Outfall
200,000	Major Maintenance Projects
500,000	MeHaffey Park Detention Pond
50,000	Storm Water Quality Projects
260,000	Sweeper Replacement

City Fleet

The City Fleet Fund accrues funds for future replacement of vehicles and equipment. Annually, funds are set aside for future replacement of (currently) 41% of all City vehicles.

ACTIVITY	DEPARTMENT
Fleet Management	Public Works

EXPENSE BY DIVISION/Program	'10 Actual	'11 Adopted Budget	'11 Revised Budget as of June	'12 Budget
Internal Service Fund				
FLEET MANAGEMENT	\$1,288,785	\$832,000	\$1,292,670	\$654,000
REVENUE				
INTEREST	53,929	169,020	169,020	169,020
INTERGOVERNMENTAL	710,604	-	193,260	-
VEHICLE RENT	1,017,262	1,143,670	1,143,670	979,360
SALE OF ASSETS	41,023	-	-	-
Total Revenue	\$1,822,819	\$1,312,690	\$1,505,950	\$1,148,380
EXPENSE BY CATEGORY				
PURCHASED SERVICES	5,083	-	-	-
CAPITAL	1,283,702	832,000	1,292,670	654,000
Total Expense	\$1,288,785	\$832,000	\$1,292,670	\$654,000

FTE

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CHANGES COMPARED TO PRIOR YEAR ADOPTED

(230,000) Decrease in capital for vehicle replacement based on the replacement schedule.

- Core Changes

- There are no core changes in this division.

52,000 Funded Supplements

52,000 Increase in purchased services for motor vehicles purchased from the enterprises to be used in the motor pool.

(178,000) Total Change

OTHER INFORMATION

- Unfunded Supplements

- There are no unfunded supplements in this division.

602,000 Equipment Replacement

602,000 Fleet Replacement

- Capital Projects

- There are no capital projects associated with this division.

Vehicle Maintenance

The Vehicle Maintenance 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: 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, Meter Readers, Water and Power, Warehouse, Technical Services, Golf, Transit, Storm Drainage, Street Sweeping, Solid Waste and Fire.

Vehicle Maintenance staff consists of two work shifts to provide repair and maintenance service to all vehicles from 7AM – 10PM five days a week. Emergency response is available 24 hours a day, seven days a week.

ACTIVITY		DEPARTMENT		
Vehicle Maintenance		Public Works		
EXPENSE BY DIVISION/Program	'10 Actual	'11 Adopted Budget	'11 Revised Budget as of June	'12 Budget
Internal Service Fund				
VEHICLE MAINTENANCE	1,060,322	1,082,660	1,103,480	1,149,160
PARTS & INVENTORY	1,909,249	1,947,850	1,947,850	1,988,880
Total Expense	\$2,969,571	\$3,030,510	\$3,051,330	\$3,138,040
REVENUE				
INTERGOVERNMENTAL	50,689	35,000	35,000	35,000
INTERNAL SERVICE CHARGES	2,925,462	3,047,290	3,047,290	3,225,530
OTHER	3,714	-	-	-
Total Revenue	\$2,979,865	\$3,082,290	\$3,082,290	\$3,260,530
EXPENSE BY CATEGORY				
PERSONNEL SERVICES	1,055,019	1,049,070	1,069,890	1,066,710
SUPPLIES	1,760,801	1,819,170	1,819,670	1,882,650
PURCHASED SERVICES	153,751	137,270	136,770	163,680
CAPITAL	-	25,000	25,000	25,000
Total Expense	\$2,969,571	\$3,030,510	\$3,051,330	\$3,138,040
FTE	13.65	13.65	13.65	13.65

CHANGES COMPARED TO PRIOR YEAR ADOPTED

13,330	Increase in personnel services for insurance benefits based on employee plan selection.
1,020	Increase in personnel services for allocated unemployment costs.
(1,240)	Decrease in personnel services for workers' compensation due to the allocation of the City's cost based on the Division's experience rating and forecasted liability costs.
138,750	Increase in supplies for projected fuel costs.
10,900	Increase in supplies for motor oils and lubricants based upon historical experience.
(122,790)	Decrease in supplies for parts and supplies based upon historical experience.
10,000	Increase in supplies for anticipated write-offs of obsolete equipment.
770	Increase in purchased services for general liability costs based on the Division's historical experience and forecasted liability costs.
8,000	Increase in purchased services for vehicle GPS tracking services.
(25,000)	Decrease in capital based on the equipment replacement program.
14,330	<u>Core Changes</u>
11,570	Personnel Services
2,120	Supplies
640	Purchased Services
66,500	<u>Funded Supplements</u>
17,500	Increase in purchased services for communications services for GPS/AVL services.
49,000	Increase in capital and supplies for diesel exhaust fluid and equipment to dispense it.
(7,040)	<u>Financial Sustainability Reductions</u>
(7,040)	Reduction in budgeted FICA amount as part of the employee suggestion program.

107,530 Total Change

OTHER INFORMATION

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|-------|--|
| 7,000 | <u>Unfunded Supplements</u> |
| 7,000 | Increase in supplies for computer software and equipment for additional FASTER software locations. |
- Equipment Replacement
 - No equipment is scheduled for replacement in this division.
 - Capital Projects
 - There are no capital projects associated with this division.