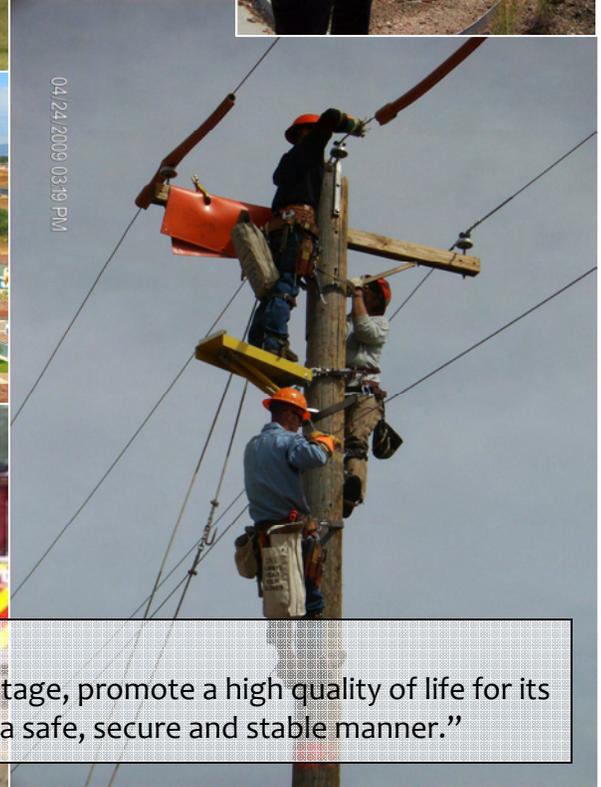


City of Fountain 2010 Budget



Vision Statement:
"The City of Fountain will honor its small town America heritage, promote a high quality of life for its citizens and provide managed community growth in a safe, secure and stable manner."



City of Fountain 2010 Budget

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**BUDGET MESSAGE
CITY OF FOUNTAIN
FY2010**

Honorable Mayor, Members of the City Council, and Citizens of Fountain:

I hereby respectfully submit the following budget document for 2010. The budget has been prepared using budgetary practices and techniques recommended by the Governmental Accounting Standards Board, and is balanced.

Within the framework and policies established by the GASB and the City of Fountain, this budget has been prepared after analyzing and evaluating detailed requests from each of the City departments. The intent of this budget document is to provide a clear picture of the financial condition of the City and the planning needed to properly manage our financial resources for the coming year. Sincere appreciation should be expressed to the staff and department heads for the amount of work and effort expended in this process under tremendous time pressures. Although the economic times we are in provide a great deal of uncertainty, the entire staff of the City has come together to continue to ensure that the needs of the community are addressed in as positive a manner as possible. This budget document is a direct result of that philosophy and is indicative of the quality and strength of the staff of the City of Fountain. As in years past, the staff is committed to providing services in a more efficient manner than ever before, and continues to provide the foundation for improvement in the future.

TOTAL BUDGET

The total budget for the City of Fountain amounts to \$52,145,940 for Fiscal Year 2010. After adjusting for inter-Fund transfers of \$1,220,190 the total budget is \$50,925,750. This represents a total decrease of approximately 16.2% from the previous budget year. Capital Outlay in the Water and Electric Funds make up a significant portion of this figure.

The following table represents an overview of the entire revenue stream for the 2010 budget year, by source:

ALL FUND REVENUE BREAKDOWN BY SOURCE					
2010 BUDGET					
Revenue	2007 Actual	2008 Actual	2009 Budget	2010 Budget	% Change
Taxes	\$ 8,883,014	\$ 8,836,827	\$10,040,509	\$ 9,751,350	-2.9%
Licenses & Permits	\$ 80,786	\$ 62,148	\$ 69,050	\$ 65,980	-4.4%
Intergovernmental Revenue	\$ 715,338	\$ 1,057,981	\$ 652,560	\$ 729,350	11.8%
Charges for Services	\$ 692,339	\$ 337,266	\$ 449,580	\$ 397,780	-11.5%
Fines	\$ 382,844	\$ 607,886	\$ 504,000	\$ 519,620	3.1%

Miscellaneous	\$ 621,946	\$ 784,630	\$ 548,760	\$ 600,410	9.4%
Lottery Funds	\$ 178,910	\$ 191,668	\$ 187,800	\$ 189,530	0.9%
Impact Fees	\$ 194,580	\$ 69,638	\$ 183,750	\$ 110,250	-40.0%
Water Sales	\$ 4,169,334	\$ 4,498,205	\$ 5,003,000	\$ 5,198,000	3.9%
Plant Investment Fees	\$ 2,916,474	\$ 1,064,037	\$ 1,791,000	\$ 1,338,000	-25.3%
Water Acquisition Fees	\$ 1,693,574	\$ 631,421	\$ 1,064,000	\$ 804,000	-24.4%
Electric Sales	\$18,043,442	\$17,875,395	\$18,989,900	\$18,595,390	-2.1%
System Development Charges	\$ 410,743	\$ -	\$ 238,250	\$ 142,950	-40.0%
Ambulance Transport Fees	\$ 668,680	\$ 669,636	\$ 829,000	\$ 690,700	-16.7%
Drainage Fees	\$ 110,762	\$ 93,891	\$ 50,000	\$ 21,000	-58.0%
Accepted Infrastructure	\$ 1,950,992	\$ 143,299	\$ 1,650,000	\$ 934,880	-43.3%
Insurance Premiums		\$ -	\$ -	\$ 1,821,180	N/A
Investment Income	\$ 1,893,021	\$ 1,397,891	\$ 685,820	\$ 719,160	4.9%
Interfund Transfers	\$ 1,724,304	\$ 1,627,131	\$ 1,287,650	\$ 1,140,190	-11.5%
Other Financing Sources	\$ 1,000,000	\$ -	\$12,000,000	\$ 7,300,000	-39.2%
Total Revenue	\$46,331,083	\$39,948,950	\$56,224,629	\$51,069,720	-9.2%

The following represents an overview of expenditures for the 2010 budget year, by use:

ALL FUND EXPENDITURES BY USE 2010 BUDGET							
	2007	2008	%	2009 Original	%	2010	%
	Actual	Actual	Change	Budget	Change	Budget	Change
Salaries and Benefits	\$ 12,859,740	\$ 14,045,306	9.2%	\$ 15,518,635	10.5%	\$ 15,369,430	-1.0%
Materials and Supplies	\$ 2,180,380	\$ 1,883,753	-13.6%	\$ 4,055,585	115.3%	\$ 2,784,910	-31.3%
Purchased Services	\$ 16,838,510	\$ 17,341,169	3.0%	\$ 18,326,520	5.7%	\$ 20,825,890	13.6%
Fixed Charges	\$ 2,005,370	\$ 2,025,330	1.0%	\$ 416,740	-79.4%	\$ 425,710	2.2%
Grant Related Expenses	\$ -	\$ -	0.0%	\$ 10,000	0.0%	\$ 10,000	0.0%
Debt Service	\$ 794,930	\$ 957,891	20.5%	\$ 1,169,790	22.1%	\$ 1,415,610	21.0%
Capital Outlay	\$ 2,293,550	\$ 1,359,171	-40.7%	\$ 21,308,402	1467.7%	\$ 9,992,700	-53.1%
Operating Transfers	\$ 1,724,300	\$ 1,578,111	-8.5%	\$ 1,287,650	-18.4%	\$ 1,220,190	-5.2%
Total Expenditures	\$ 38,696,780	\$ 39,190,731	1.3%	\$ 62,093,322	58.4%	\$ 52,044,440	-16.2%

FINANCIAL ENVIRONMENT AND CONDITION

The economic environment for Fountain in 2010 continues to have a great deal of uncertainty. We continue to budget very conservatively as revenue streams are likely to remain flat. However, the continued influx of 4th Infantry Division personnel, families, and related employees in 2009 and the throughout 2010 will have a positive impact on our growth, as compared with other areas in our region. Estimates by a regional economist continue to indicate that Fountain should capture a majority of this new military growth. We currently are experiencing activity preparing for this growth, with an increase in inquiries about retail and restaurant sites.

During 2009, we projected momentum building in the arena of renewable energy for our region. We continue to see promise for this industry in our area. Economists are projecting recovering growth through 2010.

In preparing our budgets, staff spent a considerable amount of time evaluating and discussing the economic outlook for 2010. With a regional economy that is struggling and a projected outlook that is still somewhat “fuzzy” for us locally, the budget has been developed using conservative housing and growth figures. Hence, the financial stability of the budget is strong and conservative. However, as can be seen from budget figures, it is clear that the City will need to consider additional revenues streams to meet projected capital and service needs within the General Fund. In particular, transportation and public safety functions remain inadequately funded to provide for the increasing service demands that the City is experiencing. Five-year projections have been provided at the beginning of Sections IV, V and VI that indicate our forecast financial condition over the next five years. Additionally, capital projections within the General Fund show a great need for revenues to meet our increasing capital demands.

FORMAT CHANGES

2009 marked a year of great change in the formatting of the budget document. 2010 continues those changes and revisions as we seek to make this document more user-friendly for the Council and our community. These changes have been modeled after “best practice” recommendations made by the Governmental Finance Officers Association (GFOA) and include:

- Expansion of programmatic budgets throughout the document.
- Formatting changes to all the miscellaneous funds.
- Inclusion of Strategic Planning goals and emphasis on tying these goals to departmental goals.
- Dramatic changes to the Capital Improvements Plan.
- Greater focus on graphs, charts, and statistical data that help communicate how well the City is providing services to the community.

Fountain staff remains committed to continuing revisions to the budget document over the next several years that will increasingly tie performance data and the outcomes of the recently completed Strategic Planning process to departmental budgets. An additional goal is to develop a document that communicates the budget message clearly and is eligible for the GFOA best budgeting practices award.

SIGNIFICANT BUDGETARY ISSUES

There are many significant budgetary issues that are being addressed through this 2010 budget proposal. This portion of the budget message highlights those particular funding requests (new personnel, programs, projects, or policy issues) which have a significant impact on the City of Fountain’s budget.

Organization-Wide Issues

Following are some specific issues that impact our budget organization-wide:

- **Salaries & Benefits.** Following Council direction, no cost of living increase has been included in the 2010 budget, with no provision made for merit/performance increases. The City currently pays 85% of medical and dental insurance premiums for employees and their dependents as well as vision, life, short and long-term disability premiums for the employee. The City implemented a partially self insured program on October 1, 2009; the

City was previously fully insured. This change will reduce total employee insurance benefit costs to the City by 2.4% in 2010.

- Insurance. The quote received from the City's insurance carrier, Colorado Intergovernmental Risk Sharing Agency (CIRSA) indicates that the cost for property and liability coverage for the City will decrease from \$215,447 to 183,061 a 15.1% decrease. The impact of the City's individual loss experience is a credit in the amount of \$41,252 and the impact of the loss control standards audit credit is \$5,700. Workers' compensation premiums will decrease from \$390,517 to \$302,979 which includes a loss control standard audit credit of \$19,570. Entities receive a credit on the premium for loss experience when the entities loss experience is better than the average for the insurance pool. Entities receive a loss control standards audit credit when criteria established by the carrier to control losses have been met by the entity.
- TABOR. Due to the phenomenal amount of new construction in recent years, the City of Fountain, (the "local growth" component of the "fiscal year spending" limit formula), was under the "fiscal year spending" limit in 2006, 2007, and 2008 by \$638,000, \$1,995,000, and \$1,949,651 respectively. The City has been in the "ratchet back effect" of TABOR for 3 years, which means that the starting revenue base for the 2009 "fiscal year spending" limit is the 2008 actual "fiscal year spending" because it was lower than the TABOR "fiscal year spending" limit. Although new construction has slowed considerably in 2008 and 2009, the "local growth" component of the formula is still 6.1% for the 2009 calculation. The City expects to be approximately \$500,000 below the TABOR limit for 2009. Because of the continued decline in new construction for 2009, if the revenue growth picks up substantially in 2010, it is possible that the City could be in a TABOR refund situation for 2010.

General Fund

Due to economic conditions of the region and a revenue stream that continues to flatten out, the Council directed City staff to develop a basic budget with no significant increases to capital and operations. The proposed budget, therefore, provides continued funding of all services at a base level, but with very limited capital or additional operational costs. Following are a few highlights within the budget for 2010. Additional goals can be found in Sections IV, V, and VI of the budget document, within each of the department budgets.

- Increase in franchise fees. Currently, the Water Fund pays 4% of gross revenues to General Fund as a franchise fee for the use of City rights-of-way. This fee has been increased to 5%. Total revenues generated from this increase are \$51,780.
- Funding for basic services. Probably the most important highlight for 2010 is that the budget has been developed with base increases, in order to maintain basic service levels. There are relatively few new programs or capital items being funded in 2010 due to a lack of sufficient revenues. While this strategy will work for a year or two, in order to meet service needs, the City will need to work on sustainable funding sources for specific service areas. Additionally, the completion of a new Strategic Plan by the City Council will help in aligning our limited resources and will provide direction as we move forward in future years.
- Personnel Increases. The only personnel increase within the General Fund is the addition of a management analyst in the City Manager's office. While the Management Audit of 2008 called for the creation of an Administrative Services Director, the addition of a management analyst will eliminate the need for this position at a fraction of the cost.

This position will be used for grant-writing, project develop, and general research and development for the City Manager and Department Heads. This position is funded 1/3 by the General Fund, 1/3 by the Water Fund, and 1/3 by the Electric Fund.

- Public Safety Needs. With the growth in service calls and the increasing size of Fountain, public safety needs are dramatically underfunded. This budget provides for a basic level of service, but does not include the necessary funding for new fire facilities, expansion of police facilities, additional firefighters/police officers, or the addition of enough dispatcher positions to guarantee round-the-clock service with 2 dispatchers. It is recommended that the City explore dedicated funding sources to maintain adequate levels of service during the 2010 budget year.
- Transportation needs. Transportation needs are another service area that is currently underfunded dramatically. In order to provide for regular maintenance of City roads and construction of needed new facilities, the City Council has approved a ballot question for this November to increase the sales tax rate by $\frac{3}{4}$ of a cent. At the time of budget development, the outcome of this ballot question is unknown and has not been included in the budget. As directed by the City Council, the included budget does not include funding for bus service in 2010.

Water Fund

- Southern Delivery System (SDS). The City of Fountain, along with the City of Colorado Springs, Security Water and Sanitation District, and Pueblo West Metropolitan District are partners in SDS. This project will convey raw water from Pueblo Reservoir through a 66" diameter, 43 mile long pipeline to Upper Williams Creek Reservoir and the Universal Water Treatment Plant east of Colorado Springs. Fountain's participation in the conveyance capacity is 2500 acre ft per year and 5.625 million gallons a day (mgd) in the water treatment plant. Fountain is not a participant in the Upper Williams Creek Reservoir. \$807,220 has been budgeted for the City's portion of the SDS project for 2010. Fountain estimates that the project will be on-line in 2016.
- Water Rights. \$1.3 million has been included in the 2010 budget for the purchase of additional water rights.
- Improvements to Customer Service. Various changes to our Customer service function will benefit both our Water and Electric utility customers. Specific changes include: development of a customer service call center, re-location of customer service to a new center, expansion of interactive voice response (IVR) for outgoing calls, and review of changes to our utility billing software.

Electric Fund

- Smart grid. One of our major initiatives for the next several years continues to be the implementation of various facets of a "smart grid" system that will allow two-way communication between the office network and our customer networks. This system will allow automated meter reading, remote disconnects & programming, in-home displays, and ultimately will assist customers with their own conservation needs.
- Replacement of street lamps. Due to energy efficiency requirements, the utility will replace 500 175W mercury vapor fixtures with 100 W high pressure sodium fixtures during the 2010 budget year. We continue to evaluate the cost-effectiveness of LED fixtures.

- Emergency Generator. The utility will procure and install an emergency generator to supply City Hall in the event of a loss of power. This project was delayed in 2009

Capital

As mentioned earlier, Capital projects are fairly sparse in the 2010 budget, with the general exception of those projects mentioned above. However, there are a few capital expenditures that are worth highlighting (greater detail can be found in Section X):

- AMI Funding. The Electric and Water Funds are moving forward in their Smart Grid program to evaluate and implement Automated Metering Infrastructure. During the 2010 Budget year, this will include significant meter and hardware purchases that will facilitate this change. Evaluation of this concept began in 2009 and will continue well into 2010 before the City is prepared to implement.
- Parks Projects. The Conservation Trust Fund is funding several parks-related projects such as awnings and a batting cage at the Metcalfe baseball fields, awnings over picnic tables at the Riding and Roping arena, a playground at Heritage Park, and a Frisbee/Disc golf course at Cumberland Green.

BUDGET POLICIES

This budget document has been prepared pursuant to Section 9.6 of the Fountain City Charter and has been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental entities. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles. The budget has also been prepared to comply with all applicable State of Colorado statutes and regulations.

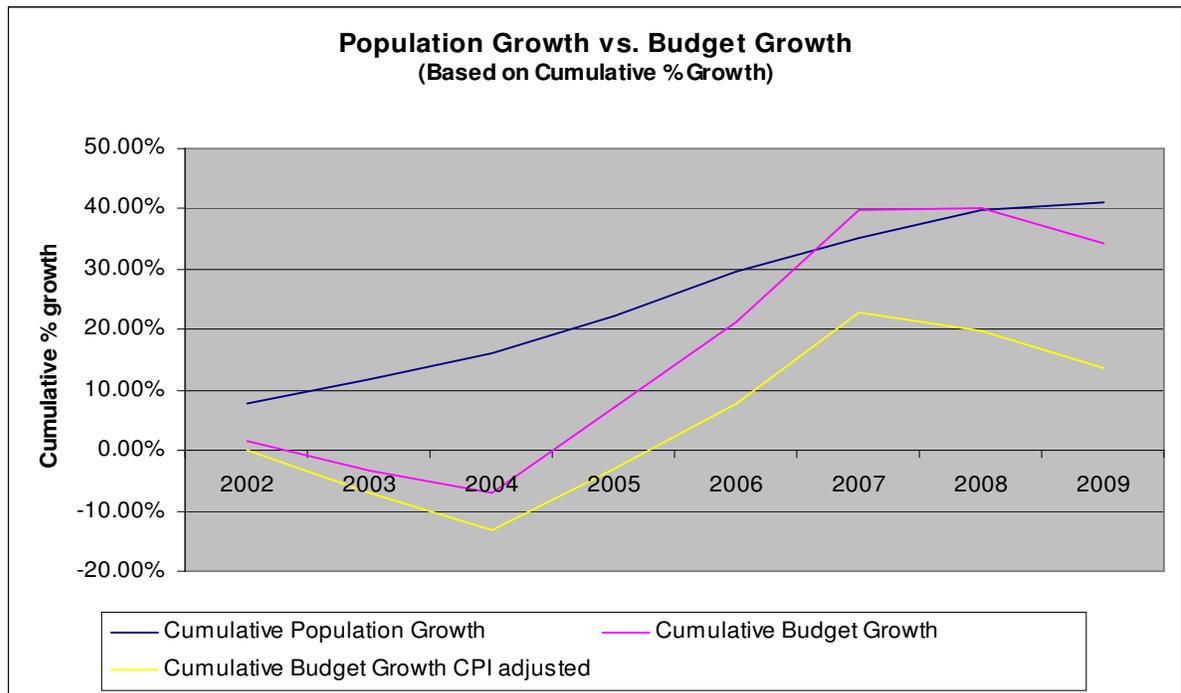
The City uses fund accounting as its budgetary basis of accounting. A fund is a separate accounting entity with a self-balancing set of accounts. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities. Funds are classified into three categories: Governmental, Proprietary, and Fiduciary. The Enterprise Funds and Internal Service Funds are considered Proprietary Funds; and the Trust and Agency Funds are Fiduciary Funds. The General Fund, Special Revenue Funds, Debt Service Funds, Capital Projects Funds and Permanent Funds are Governmental Funds.

The City further identifies divisions of each fund as departments. A department is an administrative division of the City that has management responsibility for an operation, or a group of related operations, within a functional area. Examples of departments within the General Fund would include the Police Department, the Fire Department, City Clerk, Public Works, etc. Departments are then divided further into personnel, non-personnel and capital outlay categories. The objects appear in the budget as "line items".

CONCLUSION

From 2002 to 2009, the City population has experienced an average annual growth rate of 5.12%. During this same period, the General Fund Budget has only grown at an average rate of 4.27%. When adjusted for inflation, the General Fund has only grown at a rate of 1.70%, indicating that the growth rate of Fountain has exceeded our ability to fund services by over

200%. This same data shows that the per capita budget during this same period has actually decreased by an annual average of over 3.3%, when adjusted for inflation.



What does this mean for Fountain? Essentially, this data shows that the community is growing, as is the demand for services. However, it also highlights the City's decreasing ability to provide the quality services that residents demand. It illustrates why it is so difficult to strike the right balance between funding those services that are critical to our success and maintaining fiscal integrity. With the resources available, this budget works to strike that balance.

However, a review of future projections, particularly the Capital Improvements Plan in Section X, clearly show that we are continuing to lag behind in keeping up with the capital improvements and equipment that our departments need to be successful. The City will need to address these shortcoming in 2010 as it plans for the future.

In developing the 2009 budget, we did not have a roadmap as we worked to determine where to focus our efforts. With the development and adoption of the Strategic Plan in 2009, however, we now have a basic roadmap that has provided assistance and focus in the development of this 2010 budget.

The Vision of the City, as developed under the leadership of our Mayor and City Council, is identified in the 2009 Strategic Plan, as follows: "The City of Fountain will honor its small town America heritage, promote a high quality of life for its citizens and provide managed community growth in a safe, secure and stable manner."

This budget reflects our commitment to this Vision and to responsible financial management within the limitations of the resources we have been provided.

Thank you to the City's Department Heads, who manage their limited resources on a day-to-day basis with the City's residents in mind. Special recognition should also go to the Finance Director, Kathy Kuberka, for her energy, effort, and countless hours working with the Department Heads in the creation of this budget. Thanks also to those employees who make these decisions every day -- their commitment to making the most of each taxpayer dollar is the key to a successful budget.

Respectfully,

A handwritten signature in cursive script that reads "Scott Trainor". The signature is written in black ink and is positioned to the right of the word "Respectfully,".

Scott Trainor
City Manager



2010 BUDGET
COMMUNITY INFORMATION



2010 Budget

City of Fountain

January 1, 2010 – December 31, 2010

CITY COUNCIL



Jeri Howells

Mayor

Ward: At Large

Term Expires: 11/09



Gabriel Ortega, Mayor Pro

Tem

Ward: #1

Term Expires: 11/09



Sharon Brown, Council Member

Ward: #3

Term Expires: 11/09



Bryan Johnson, Council Member

Ward: At Large

Term Expires: 11/09



Lois Landgraf, Council Member

Ward: At Large

Term Expires: 11/11



Louis Porsia, Council Member

Ward: #2

Term Expires: 11/11



Harold Thompson, Council Member

Ward: At Large

Term Expires: 11/11

City of Fountain

116 South Main Street
Fountain, Colorado 80817

Phone: (719)322-2000

Fax: (719)322-2002

www.fountaincolorado.org

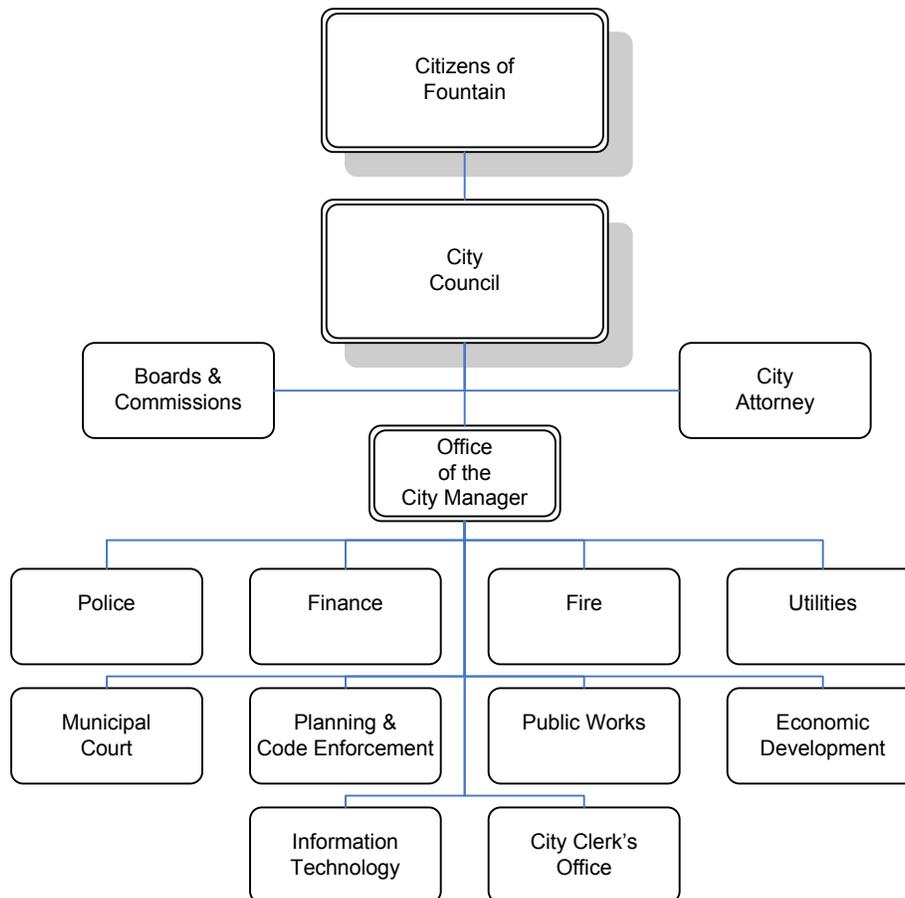


2010 BUDGET COMMUNITY INFORMATION

The City of Fountain is, by Charter, a Home Rule City with a Council-Manager form of government. Essentially, this means that the City is governed by a Mayor and six Councilmembers who answer to and work for the Citizens of Fountain. A City Manager is appointed by the City Council to run the day-to-day operations of the City Departments.

The term of office is four years for Councilmembers and two years for the Mayor. The Mayor and three members of the Council are elected at-large and three are elected from the wards in which they live. Council elections are non-partisan.

City Organizational Chart





2010 BUDGET COMMUNITY INFORMATION

CITY STAFF

	<i>City Manager</i>	Scott Trainor	
<i>City Clerk</i>	Sharon Mosley	<i>Human Resources Manager</i>	Robert Smith
<i>Court Administrator</i>	Doris Fulkerson	<i>IT Director</i>	Paul Lavelle
<i>Deputy City Manager</i>	Dave Smedsrud	<i>Planning Director</i>	Dave Smedsrud
<i>Economic Development Director</i>	Lisa Cochrun	<i>Police Chief</i>	Daniel Corsentino
<i>Finance Director</i>	Kathy Kuberka	<i>Public Works Director</i>	Duane Greenwood
<i>Fire Chief</i>	Darin Anstine	<i>Utilities Director</i>	Larry Patterson

2010 BUDGET CALENDAR

<i>April 20 to May 15</i>	Finance Director prepares revenue projections	<i>September 2</i>	Workers' Comp and Property Casualty quotes received
<i>May 19</i>	Budget Work Session with City Council	<i>September 3 to September 12</i>	Final revisions if changes necessary based on insurance information
<i>May 20 to June 30</i>	Salary and benefit budgets prepared	<i>September 18</i>	Draft delivered to City Council
<i>May 20 to June 19</i>	Departments develop budget request	<i>September 22</i>	Budget Work Session
<i>June 22 to July 31</i>	Finance review and meetings with each Department	<i>September 29</i>	Budget Work Session
<i>August 3 to August 14</i>	Internal review meetings	<i>September 30</i>	Budget Work Session
<i>August 17 to August 21</i>	Refine department budgets	<i>October 13</i>	Public Hearing and First Reading of Budget Ordinance
<i>August 24 to September 18</i>	Budget document formatting and preparation	<i>October 27</i>	Second Reading of Budget Ordinance



2010 BUDGET COMMUNITY INFORMATION

COMMUNITY PROFILE

Year founded:	1859 (Incorporation in 1903)
Population:	July 2005- 18,137 2006 Estimate- 21,000
Area:	17.9 square miles, with approx. 4,000 acres under annexation
Elevation:	5,546 feet
Latitude:	30 50' 50" north
Longitude:	104 50' 25" west
Miles of trails and bike paths in the City:	13

Parks: 100 acres, including ten mini-pavilions, six large pavilions, one large gazebo, one skateboard park, multiple baseball and softball fields, one riding and roping arena, a Splash Park, and numerous other facilities. Located 10 miles south of Colorado Springs, 30 miles north of Pueblo along I-25 and Colorado's Rocky Mountain Front Range. Fountain residents enjoy the scenic view of Pikes Peak and a slower small town life style, steeped in frontier town and ranching roots.

Cost of Living

Colorado Springs area cost of living (Source: ACCRA): April May June 2007: 6% below national average. The Fountain Valley area is generally lower than Colorado Springs' due to lower housing costs (the same home and lot in Colorado Springs is \$15,000 to \$40,000 more, depending on the neighborhood).

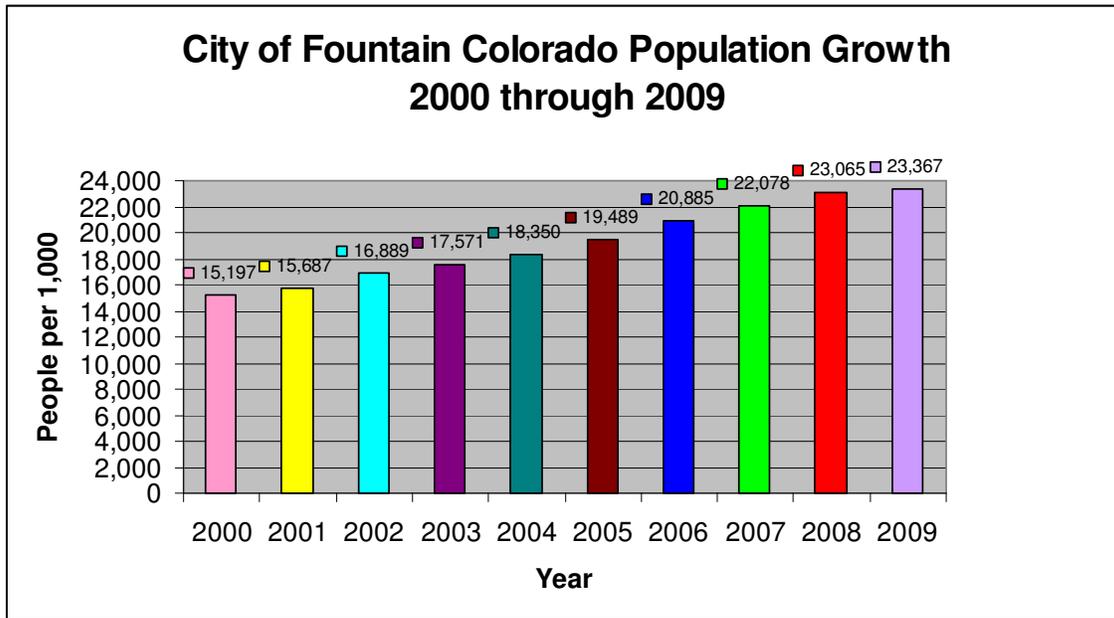


Homes that are 2,200 sq ft (3bed, 2 bath, 2car garage) on .15 to .17 acre lots range from \$181,554 to \$226,943 in May 2006. The median price in the Fountain 80817 zip code is between \$171,975 to \$225,000 according to local economists. New single family and patio homes sell for \$230,669 on average in May 2006. Townhomes averaged \$142,628. For residential lots, 6,000 square feet sold for around \$50,000 in May 2006. Average house sizes have increased by 1,390 square feet, with the average size in October 2005 at 2,700 square feet. 3 bedroom 2 bath apartments rent at \$750 on Comanche Village Drive.

Historic Background

Incorporated in 1903, the City of Fountain is a full service municipality with its own electric and water utilities. The Mayor and a six-member City Council govern the city, with advisory boards and commissions such as the Planning Commission, Park and Recreation Board, and the Economic Development Committee. The City Manager administers all the departments.

Fountain is a Home Rule City. Fountain is one of the fastest growing communities in the County, with an annual average growth rate from 2002-2009 of approximately 5.2%. The City is prepared for growth, with the Comprehensive Plan recently updated in 2005. Other documents for good planning include Transportation Master Plan, Trails Master Plan, Comprehensive Development Plan, Population Projections, Fountain Strategic Downtown Plan, Water System Master Plan, Water Resources Study. All these plans are on line at www.fountaincolorado.org.



Historic Fountain: Fountain can trace its roots to the Ute Indians choosing the confluence of Jimmy Camp Creek and Fountain Creek as wintering grounds. Rich with game, trappers followed, setting up trading posts along the Fountaine Qui Bouille or “bubbling springs.”

Trappers and traders. There are many stories about Jimmy's Camp, a trading post said to connect the forts on the Plains to forts on the front range of the Rockies. Some say Jimmy was an Irishman, some say a soldier, and others say a trader. His camp lay along the creek, on "Trappers Trail," Cherokee Trail," or "Jimmy's Camp Trail," depending on whose version is told. All agree Jimmy was killed in his camp around 1842. Every tale tells of different version of "who dun it!"

Oldest church in El Paso County

Now



Then

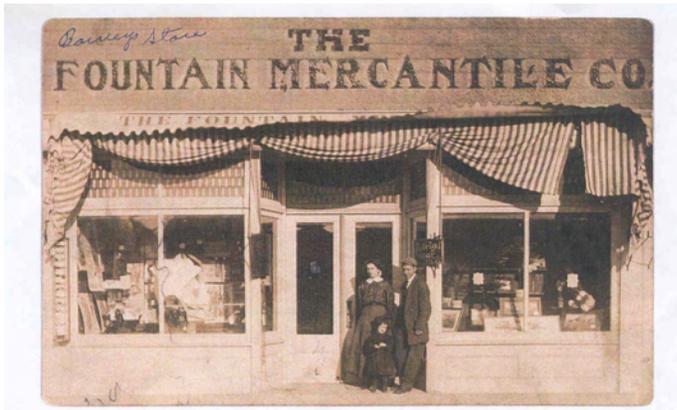


Pony Express. Fountain is said to have had a Pony Express stop at one of its first houses, which doubled as a post office. Mail later came by rail. The post office moved to Barney's Food Market on Main Street in 1926. The first post office in El Paso County was in Fountain Valley. Fountain's post office remains the oldest one in the County.

Stage coach route. A stage coach road connected Canyon City and Denver in 1873. The Colorado gold rush increased its patronage. Coaches ran day and night, stopping only to switch horses or allow buffalo herds to pass... our first traffic jams! Stage coaches gave way to rail eventually.

Deep roots in ranching. Settlers arrived in covered wagons, farms sprung up and soon the valley was alive with cattle, dairies and merchants. The main crops were sugar beets, cherries, beans, grain, corn, and alfalfa. In 1919 the town was still surrounded by farms, and the irrigation ditches still flow to today.

In 1898 the Fountain Trading Company was established and still stands today at 117 South Main Street. This mercantile store provided supplies to miners, traders, ranchers, trappers, and farmers. The oldest church in El Paso County is just two blocks north.



117 South Main Street in 1898



117 South Main Street in 2006

Founded 1859. The town of Fountain was founded in 1859, the same year as Colorado City, Denver, Golden and Central City. It was built with the idea it would some day be the biggest city in the state, possibly the state capitol. Even then the town had big ideas!

The BIG Blast!!! But the big idea went up in smoke, quite literally, in 1888, when a train broke loose in Colorado Springs, gained speed approaching Fountain and slammed into a rail car. The fire spread to a car full of explosives. The blast was felt 13 miles north in Colorado Springs. Residents of Monument, 33 miles to the north, reported it woke almost everyone in town! Today the annual "Main Street Blast" dance is held in the heart of historical downtown Fountain. Fountain rebuilt itself and was incorporated as a town in 1903. It remains one of the oldest incorporated towns in the Pikes Peak region.

By 1942 the war had arrived and Fountain had a new neighbor. Named after Kit Carson, Fort Carson was founded in 1942 and has played a major role in the community. 1942 and 1956, trains of up to 300 mules were a common sight to carry equipment, weapons and supplies over mountainous terrain. For 13 years the mule Hambone carried supplies for Fort Carson and was buried with full military honors. Today "the Mountain Post" has over 22,000 soldiers and expects to add several thousand more by the end of 2011.

Climate

Coldest Month:	January
Average Low Temperature:	28 degree
Warmest Month:	July
Average High Temperature:	78 degrees
Annual Avg. Days of Sunshine:	275
Annual Average Humidity:	38%-68%
Average Wind Speed:	10 m.p.h
Annual Average Snowfall:	26.2"
Annual Average Precipitation:	15.42

Commercial & Industrial Profile

While the largest employer in the Fountain area is Fort Carson, the City of Fountain itself has several primary employers, including:

- RMB- plastics molding manufacturer wholesale
- Peyton's Fountain- Krogers wholesale distribution
- Adessa Colorado Springs- auto distributor
- Hyponex- landscape materials
- Pavestone- decorative landscape manufacturer

Fountain's largest employers include:

- Adessa Auto Auction
- RMB Products
- Pavestone
- Peyton's Kroger Distribution center
- Ingersoll Rand
- Electro Energy
- City of Fountain
- School District 8 (Fountain-Fort Carson)
- School District 3 (Widefield)
- Fort Carson (also the state's largest employer, after the state itself)



As well as the larger employers above, Fountain has a host of smaller shops that employ less than 100, but provide primary jobs to the community. These include Tube Bending Concepts, a metal fabrication shop, and CabCon Millwork.

The state's Rocky Mountain front range growth has brought building supplies like Rocky Mountain Forest Products, and Weatherbilt.

To serve the commuter community, businesses include retailers like Lowe's, Safeway, Walmart Superstore, Walgreens, and AutoZone. Applebee's is the first name brand casual dine-in restaurant soon to be followed by others at the Markets at Mesa Ridge. Starbucks has its second store underway, to complement 3 other coffee/espresso shops. There are several small locally owned restaurants and delis along with a full contingent of fast-food chains (subs, Mexican, chicken, pizza, burgers). There are a few gift shops and galleries, including Achievement Gallery other boutiques in the central business district.

Office buildings are very few, though there are professional services available, like financial, accounting and tax services. There are several dental offices, as well as banks and credit unions.

There is a healthy automotive base, with many service shops, repair shops, specialty shops, wholesalers, small used car lots, towing and detailing. A truck stop full service center is at Exit 128.

With prime interstate frontage, there are several distributors and freight companies present.

Three hotels and a KOA for campers handle the tourist trade. Camping World specializes in all season RVS, and 2 other RV dealers are in town.

Three aggregate mining pits with 10-20 year supplies are next to Fort Carson, providing semi-seasonal jobs for Kiewit Western, Lafarge and Schmidt. Pavestone is expanding.





2010 BUDGET COMMUNITY INFORMATION

FOUNTAIN'S STRATEGIC PLAN

BACKGROUND

In 2008, the City Council embarked on the process of developing the City's first Strategic Plan. The purpose of the endeavor was to help develop a focused vision and mission for the City organization that would be achievable through specific goals and actions of the City Departments.

Through a process that consisted of a thorough review of past planning forums, citizen input tools, and several community meetings, the Council ultimately developed a Strategic Plan that was adopted in March of 2009. The intent is for the plan to be a changing document that will be adjusted periodically as the needs and desires of the City change.

VISION AND VALUES

Through this process, the City Council developed a clear Vision Statement and set of Core Values to guide in decision-making processes as the City moves forward. The Vision Statement is as follows:

“The City of Fountain will honor its small town America heritage, promote a high quality of life for its citizens and provide managed community growth in a safe, secure and stable manner.”

CORE VALUES

- F – Fiscal Responsibility
- O – Outstanding Service
- U – Unshakable Integrity
- N – Neighborly Perspective
- T – Transparent Governance
- A – Accountable Decision-making
- I – Innovative Leadership
- N – New Vision

STRATEGIC AREAS, MISSIONS, AND GOALS

In order for the Vision to be achieved, a Strategic Plan must identify specific goals that will, in combination with each other, guide the organization and community to the future that the Vision identifies. To do this, the Council grouped input received from the public processes into several “Strategic Areas”, each with their own Mission Statement and set of broad goals. As the budget document for 2010 was developed, each Department kept these goals in mind. For each of the following goals, specific initiatives or objectives were developed for each department, where appropriate. These initiatives or objectives are reflected in each Department’s description and budget.

Community Character
<i>Mission: “To promote a livable community that is appealing to residents and desirable for visitors.</i>
Goal 1: <i>A unique community with attractive characteristics for residents and visitors alike</i>
Objective A: Develop a brand and image by 2010 focused on Fountain’s future while honoring Fountain’s history.
Objective B: Increase area and neighborhood signage in 2010 that highlight unique aspects of the community.



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Objective C: Support progressive code enforcement and neighborhood partnerships in 2010 to encourage healthy and vital neighborhoods free of decline. Improve the appearance of the Exit 128 immediate vicinity in 2010.

Healthy Community
Mission: "To promote and encourage a healthy lifestyle in the community by providing resources for preventive and remedial health choices."

Goal 2: Support and promote a healthy community.

Objective A: Support "LiveWell Fountain" in its efforts to promote healthy lifestyles in 2009.

Objective B: Establish an exploratory committee to investigate the feasibility of a community health day in 2010.

Objective C: Evaluate citizen health related needs for 2010.

Goal 3: Support and promote a healthy workplace.

Objective A: Demonstrate the City's commitment to a healthier community with workplace initiatives in 2009.

Objective B: Research existing data or develop models to calculate savings attributable to healthy living in 2009.

Objective C: Reduce employer cost of healthcare insurance in 2010.

Economic Development
Mission: "To encourage planned growth by supporting a diverse business community through policies and programs that attract, retain and expand quality businesses."

Goal 4: A sustainable business community supported by policies and incentives required to grow and retain businesses.

Objective A: Develop an Economic Development Plan by 2010 for the City of Fountain that includes strategies to encourage business formation.

Objective B: Assess the need for a small business enterprise program and/or incubator by 2010.

Objective C: Increase funding incentives available to businesses in the City of Fountain in 2010.

Environment
Mission: "To be responsible stewards of the natural resources impacted by current and future governmental operations."

Goal 5: Be environmentally conscious of the impact of governmental decisions and operations.

Objective A: Develop a "Go Green" plan for the City in 2009.

Infrastructure Development
Mission: "To maintain a functional and effective infrastructure that facilitates the needs of people and businesses in the City of Fountain, Colorado."

Goal 6: Identify long range infrastructure needs.

Objective A: Rank City of Fountain infrastructure needs for 2009.

Goal 7: Develop long range infrastructure plans for high priority needs.

Objective A: Develop implementation strategies for capital improvements, solid waste, water and wastewater system upgrades, storm water control, and utility upgrades beginning in 2010.



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Goal 8: <i>Implement long range infrastructure development plans for high priority needs.</i>
Objective A: Conduct feasibility analyses in 2009 to align 2010 infrastructure needs and funding.
Goal 9: <i>Establish a Fountain City Transportation Authority.</i>
Objective A: Remedy perceived public transportation challenges by 2011.

Public Safety
<i>Mission: “To provide the resources necessary for high public safety standards and citizen perceptions in the City of Fountain.”</i>
Goal 10: <i>Increase funding to meet community public safety expectations without adversely affecting other General Fund programs and services.</i>
Objective A: Develop a future funding strategy to improve public safety operations in 2010.
Goal 11: <i>Improve the City’s ability to respond to citizen public safety needs.</i>
Objective A: Address critical public safety staffing needs by 2011.
Goal 12: <i>Convert Fire Station No. 1 to a police station.</i>
Objective A: Remodel Fire Station No. 1 to serve as a police precinct headquarters by 2012
Objective B: Construct a new “East” Fire Station by 2012.

Customer Service
<i>Mission: “To provide exemplary service to our customers – the citizens of Fountain, Colorado – as demonstrated through responsiveness, ethical processes, personal integrity and accountability.”</i>
Goal 13: <i>Enhance the City’s level of responsiveness to its citizens.</i>
Objective A: Develop and fund a 311 Customer Service Information center by 2010.
Goal 14: <i>Improve the existing professionalism of City staff through increased training.</i>
Objective A: Enhance the annual professional development training program by 2010 for City employees.

The above Service Areas and their respective Goals and Objectives reflect the collective direction of the community, as determined by the City Council and community. Achievement of these goals is reflected in the budget document for 2010.

Additionally, other planning processes which may impact the budget include infrastructure master plans such as the Parks & Trails Master Plans, the Traffic Plan, the Water Distribution Plan, the Water Conservation Plan, Water Resource Supply Plan, and the Electric Distribution System Plan. These plans have been systematically developed to assess and implement the City of Fountain’s short and long-term infrastructure needs. Where appropriate, the infrastructure or program recommendations provided within these other master plans have been incorporated into either the Department’s operational budget or Section X of this Budget document, the Capital Improvements Plan.



2010 BUDGET COMMUNITY INFORMATION

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Financial Policies and Fund Overview

BALANCED BUDGET

The City defines a balanced budget as one in which expenditures do not exceed available resources. Available resources are defined as projected revenues plus beginning fund balance.

FUND ORGANIZATION

The City uses funds to maintain its financial records during the year. A fund is defined as a fiscal and accounting entity with a set of self-balancing accounts. There are three categories of funds: governmental, proprietary, and fiduciary.

GOVERNMENTAL FUNDS

Governmental funds are used to account for the City's expendable financial resources. The City uses the modified accrual method as the budgetary basis for governmental funds which is the same as the basis of accounting used in the audited financial statements. All governmental funds are appropriated with the exception of the Contingency Fund.

General Fund

The General Fund accounts for all financial resources of the City except those legally required or by sound financial management to be accounted for in another fund.

Special Revenue Funds

Special revenue funds account for resources and expenditures which are designated by law of contractual agreement for specified functions or activities and are legally required to be accounted for in separate funds.

Conservation Trust Fund

The Conservation Trust Fund is used to account for monies received from the Colorado Lottery for the purposes of purchasing park/open space land, making improvements in the City's park system, and maintaining the park system.

Community Development Block Grant Revolving Fund

The Community Development Block Grant Revolving Fund was used to account for Rehabilitation Loan payments. All loans have been repaid and these monies are currently used to fund a food service worker at a low income senior citizen living facility.

Impact Fund

The Impact Fund is used to account for an impact fee charged on new residential construction. These funds are later transferred to the General Fund where they are spent on police, fire, and planning services necessitated by the new residential construction.

Heritage Maintenance District Fund

The Heritage Maintenance District Fund is used to account for the collection of a mill levy on properties located within the Heritage Subdivision District. The funds are subsequently spent on the repair and maintenance of certain special improvements including landscape, sidewalk, trails, fencing, drainage and open space improvements.



Financial Policies and Fund Overview

Contingency Fund

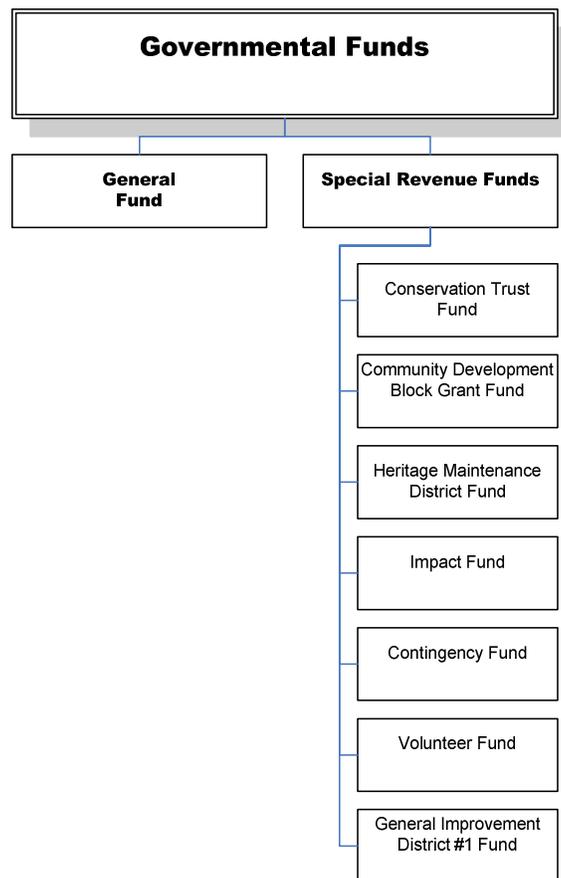
The Contingency Fund is used to account for monies set aside as “rainy day” funds by the City Council. The City Council determines appropriate uses of these monies.

Volunteer Fund

The Volunteer Fund is used to account for the fund raising activities of the volunteer firefighters and subsequent expenditures related to firefighting activities.

General Improvement District #1 Fund

The General Improvement District #1 Fund is used to account for the collection of a special mill levy within the District. These monies will be used to construct a fire station that will be needed due to growth in the City. After the fire station is constructed, these monies can be used the capital improvements including life safety improvements, park and recreational improvements, regional street improvements, and regional civic and cultural improvements.



PROPRIETARY FUNDS

Proprietary funds are used to account for activities that are similar to those often found in the private sector. The flow of economic resources is the measurement focus. The City uses the full



Financial Policies and Fund Overview

accrual method as the budgetary basis for proprietary funds which is the same as the basis of accounting used in the audited financial statements. All proprietary funds are appropriated.

Enterprise Funds

Enterprise funds account for services rendered to the general public on a use charge basis. Following are the City's major enterprise funds:

Water Fund

The Water Fund accounts for all aspects of the operation of the City water system including: source of supply, operations and maintenance, customer service, administrative expenses, debt service, and capital outlay.

Electric Fund

The Electric Fund accounts for all aspects of the operation of the City electric system including: source of supply, operations and maintenance, customer service, administrative expenses, and capital outlay.

Following are the City's non-major enterprise funds:

Ambulance Fund

The Ambulance Fund accounts for the activities of the City ambulance transport operated by the fire department.

Drainage Fund

The Drainage Fund accounts for development fees that are collected to provide storm water improvements.

Internal Service Funds

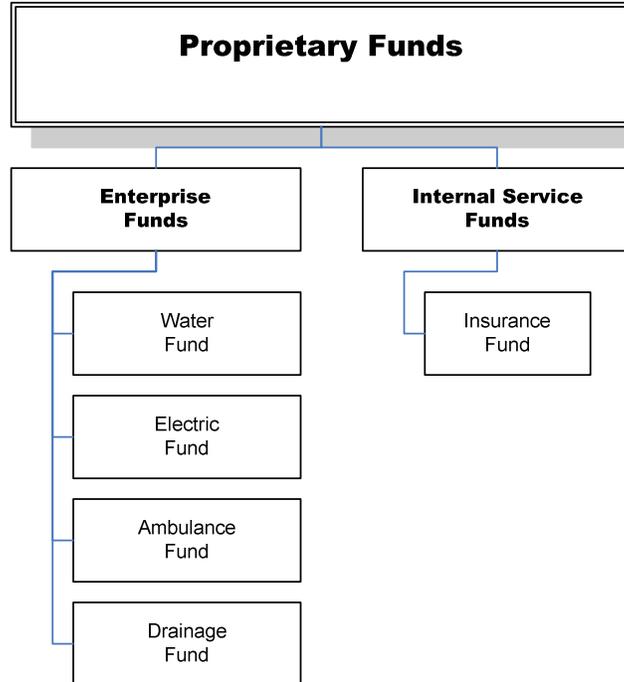
Internal Service Funds account for the financing of goods or services provided by one department or agency to other departments or agencies of the City on a cost reimbursement basis.

Insurance Fund

The Insurance Fund accounts for insurance program costs of the City, which include premium payments, claims processing, and the wellness program.



Financial Policies and Fund Overview

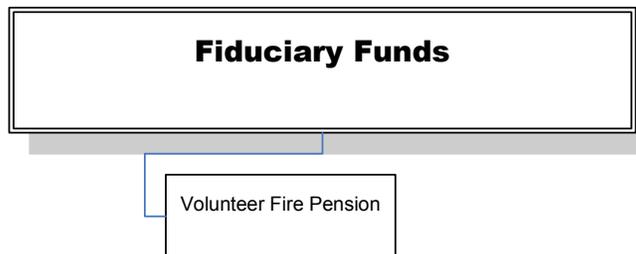


FIDUCIARY FUNDS

Fiduciary funds account for assets held in a trustee or agency capacity for others and therefore cannot be used to support the government’s own programs. The City uses the full accrual method as the budgetary basis for proprietary funds which is the same as the basis of accounting used in the audited financial statements. All fiduciary funds are appropriated.

Volunteer Fire Pension

The Volunteer Fire Pension Fund accounts for pension benefit payments to retired volunteer firefighters.





Financial Policies and Fund Overview

FUND ORGANIZATIONS

DEPARTMENT	BUDGETARY DIVISIONS	FUNDING SOURCE
City Council		General Fund
Municipal Court		General Fund
Economic Development		General Fund
Elections		General Fund
Administration		General Fund
		Water Fund
		Electric Fund
Information Technology		General Fund
Planning	Planning	General Fund
	Code Enforcement	General Fund
Police	Administration	General Fund
	Support Services	General Fund
	Patrol	General Fund
	Criminal Investigations	General Fund
Fire	Administration	General Fund
	Emergency Services	General Fund
	Prevention Services	General Fund
	Ambulance Transport	Ambulance Fund
Public Works	Engineering and Administration	General Fund
	Streets	General Fund
	Facilities Maintenance	General Fund
	Parks	General Fund
		Conservation Trust Fund
	Cemetery	General Fund
	Fleet Maintenance	Electric Fund
	Storm Drainage	Drainage Fund
	Heritage Maintenance District	Heritage Maintenance District Fund
Utilities	Water Source of Supply	Water Fund
	Water Operations & Maintenance	Water Fund
	Electric Source of Supply	Electric Fund
	Engineering and Planning	Electric Fund
	Electric Operations & Maintenance	Electric Fund
	Customer Service	Water Fund
		Electric Fund



Financial Policies and Fund Overview

FINANCIAL POLICIES

The following section identifies the financial policies that are pertinent to the overall development and implementation of the budget document. These are excerpted from the City's financial policy manual, adopted by the City Council in 2009.

Financial Management Goals

The following goals and policies for the City are intended to guide the City in its financial matters. The goals consist of five significant goal statements (I through V), which provide the basic guiding parameters for financial management of the City. The policies of the City provide more specific direction on how to achieve the goals and are the basis for consistent actions that move the community and organization toward sound financial management decisions. Detailed policy descriptions and narratives are included in Section 1.

- Goal I:** To establish and sustain a community supported service system.
- Goal II:** To have a capital improvement program that adequately maintains and enhances the public's assets over their useful life.
- Goal III:** To provide cost effective services to citizens.
- Goal IV:** To provide financial and other service information to enable citizens to assess the costs and results of City Services.
- Goal V:** To follow prudent and professional financial management practices to assure residents of Fountain and the financial community that our City government is well managed and in sound fiscal condition.

1.1 Resource Planning and Allocation

The purpose of this policy is to establish procedures for resource planning and allocation in accordance with long-range plans of the Council. This policy is applicable to all resource allocation and planning for the City.

- 1.1.1 The City budget will support the goals and policies of the City Council, Council adopted long-range plans, and service needs of the community.

The Mayor and Council have the legal authority and responsibility for the adoption of City goals and policies and an annual budget. The City organization is committed to carrying out Council goals and policies through service delivery.

Funding for services should take into consideration whether demand exists for maintaining the service or whether funding is better used elsewhere.

- 1.1.2 The City will maintain financial systems, which will develop budgets, provide control, and report revenue and expenditures at the line-item detail.

Efficient use of public resources requires that budget estimates be developed from a detailed level. This ensures that changes in the cost of individual line items are



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reflected and are neither over nor under estimated. Upon adoption, the line-item budgets become the basis against which expenditure trends are measured. Spending control at this level provides the ability to measure experience against expectation, and as the budget year progresses, allows program managers to identify positive and negative trends. The evaluation of these trends will then allow for more precise estimates of future budget needs.

- 1.1.3 Revenues, operating and capital expenditures, and debt service will be projected each year for at least three years beyond the current budget year. Based on assumed circumstances, including various economic, service, and inflationary factors, the forecast will attempt to portray whether community plans can be supported over the designated period. One of the essential attributes of these projections is the capability to project whether a new program or project can be supported over the long-term.

1.2 **Accounting and Financial Practices**

The purpose of this policy is to establish guidelines for which the City's financial reporting will be presented. This policy is applicable to all financial reporting and record keeping for the City.

- 1.2.1 The City will maintain an accounting and financial reporting system that conforms with Generally Accepted Accounting Principles and applicable Colorado Statutes, and will issue Basic Financial Statements each fiscal year.
- 1.2.2 The City will manage its funds as independent financial entities in accordance with legal, administrative, or Generally Accepted Accounting Principles.

The City's financial structure is composed of various funds; that is, self-balancing sets of accounts. Each fund is established as a result of statutory, administrative or other legal requirement. From a private sector perspective, each fund can be considered a wholly-owned subsidiary of the City. Accordingly, each fund can be considered a separate independent business, which must support all of the direct and indirect costs of operating services or capital maintenance and enhancement.

- 1.2.3 Reserves. Reserves are used to buffer the City from downturns in the economy, to provide for emergency requirements, and to provide an additional source of accumulated funding for major capital improvements or redevelopment. Target reserves will be as follows:
 - a. When economic times are prosperous, the City would ideally like to accumulate an unreserved fund balance of 40% of the current operating budget in the General Fund.
 - b. The unreserved fund balance in the General Fund should not be allowed to fall below 20% of the current year General Fund operating Budget. This amount includes two months expenditures (17%) plus the 3% emergency reserve required under the TABOR amendment.
 - c. Any excess of fund balance over the 20% floor may be used to provide reserves for economic uncertainty, or provide a source of funds for capital equipment, capital projects, and/or redevelopment programs, as the Council sees fit.



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- d. The Water and Electric individual cash balances should not be allowed to fall below 25% of the current year's operating budget.

1.3 **Revenue and Collection**

The purpose of this policy is to establish procedures for resource planning and allocation in accordance with long-range plans of the Council. This policy is applicable to all resource allocation and planning for the City.

The City Council will review Staff proposals to establish cost recovery policies for fee supported services which consider the relative public/private benefits received from the services being provided and/or the desirability of providing access to services for specialized populations. These policies will determine the percentage of full service costs to be recovered through fees. The level of cost recovery will be routinely adjusted to ensure that rates are current, equitable, and competitive and cover that percentage of the total cost deemed appropriate.

Many services provided by the City directly benefit individuals and not the community as a whole. These services include building permits, provision of utilities, and others. When services of this nature are subsidized by the general taxpayer, scarce resource dollars are not available for other City services. In these user-choice services, the customer has the opportunity to determine whether or how much the service is used, with part of that decision being made through the normal pricing system. In such cases, the City is committed to recovering the full cost of providing the service, including both direct and indirect costs, through a user fee or service charge.

It is important for the City to:

- develop broad policies concerning funding of services.
- review all services to determine if a fee should be charged.
- set fees that are comparable to other jurisdictions and/or that recover the full costs of providing that service, when appropriate.
- consider user's ability-to-pay and other social/community benefits of the service.
- periodically evaluate fee amounts.

In some cases, full cost recovery is not permitted because of statutory or other legal restrictions, and in other cases it may not be desirable for social/community benefit reasons. The Council shall determine when social/community benefits should be considered in the establishment of fees.

1.5 **Investments**

The purpose of this policy is to establish the City's investment scope, objectives, delegation of authority, standards of prudence, reporting requirements, internal controls, eligible investments, selection of financial institutions, portfolio maturities, volatility, diversification, risk, safekeeping, and custody requirements.

- 1.5.1 **Scope.** This investment policy applies to all investment *transactions/activities* of the City of Fountain, Colorado, involving the investable funds of said City with the exception of its uniformed and non-uniformed employee pension plans. Investment activities shall be performed in conformance with this policy and the City's financial



Financial Policies and Fund Overview

policies. The City, its financial institutions, its investment managers and broker/dealers shall be an equal opportunity employer.

- 1.5.2 Restriction of Authority. The ultimate responsibility and authority for investment transactions resides with the City Treasurer and the Finance Director, who acts as the ex-officio City Treasurer and is fully authorized to buy, sell, and trade investments in accordance with the goals and objectives of this investment policy. No person may engage in an investment transaction except as authorized under the terms of this policy.

Bonding of all Finance Department staff who have authority to make wire transfers or who have signatory responsibilities of checking accounts shall be required. Bonding also shall be required for any individuals authorized to place, purchase, or sell investment instruments.

- 1.5.3 Objectives. The City shall seek to optimize its return on investments within the constraints of safety and liquidity. The primary objective of this investment policy shall be to manage the portfolio in such a manner as to attain a market rate of return equal to or greater than average rate of return of the one year T-Bill or other appropriate performance measure as determined by the City Council while preserving the capital and protecting the investment principal of the overall portfolio. To attain this objective, diversification shall be required to ensure that potential losses on any security or securities does not exceed the income generated from the overall portfolio.

The portfolio shall be structured to allow maximizing the return consistent with risk limitations and prudent investment decisions based on this investment policy.

The portfolio shall remain sufficiently liquid to meet anticipated disbursement requirements.

Nothing shall prohibit the City's Finance Director from investing all excess funds in the most efficient and beneficial manner possible in order to achieve market rates of return consistent with constraints imposed for safety, cash flow, and applicable investment laws.

- 1.5.4 Prudent Person Standard. Investments made pursuant to CRS 24-75-601.1 must be made in accordance with the "prudent man (person)" standard of CRS 15-1-304, (CRS 24-75-601.1(2)). This requirement states that fiduciaries, such as official custodians who make investments or deposits for local governments, are obligated to exercise

... the judgment and care, under the circumstances then prevailing, which persons of prudence, discretion, and intelligence exercise in the management of the property of another, not in regard to speculation but in regard to the permanent disposition of funds, considering the probable income as well as the probable safety of capital. (CRS 15-1-304)



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- 1.5.5 Reporting Requirements. The Finance Director shall submit to the City Manager, City Treasurer and City Council a quarterly investment report listing all of the investments held and classified by categories of investment risk. The report will summarize recent market conditions, economic developments, and investment conditions. The report shall also provide the amount of interest earned to date on a modified accrual basis and the cumulative interest earned during the year.
- 1.5.6 Internal Controls. The Finance Director shall establish a system of internal controls to ensure the integrity of the investment process. All investment transactions shall be supported by written evidence such as a confirmation ticket issued by the broker/dealer. In addition, the City's internal auditor or the independent auditor shall perform a review of the controls on an annual basis. The controls shall be designed to prevent loss of public funds because of fraud, error, and misrepresentation by another party or imprudent actions by an employee or employees of the City.
- 1.5.7 Pooling of Assets. In order to maximize the effective investment of assets, all funds may be pooled into one account for investment purposes known as the Investment Fund. The income derived from this account will be distributed periodically to the various funds based on the average balance over the period for which interest was earned and is being allocated.
- 1.5.8 Eligible Investments. Eligible investments shall be defined as those instruments identified in the City's financial policy manual, policies 1.5.8 and 1.5.9.
- 1.5.10 Collateral Requirements. To qualify as a depository, financial institutions and savings and loan associations must collateralize the City's deposits in accordance with: Sections 11-10.5-101 through 11-10.5-121, C.R.S. as amended entitled "Public Deposit Protection Act "; Sections 11-47-101 through 11-47-120 C.R.S. as amended entitled "Savings and Loan Association Public Deposit Protection Act."

The City considers repurchase agreements as simultaneous sales and purchases of securities rather than as collateralized loans. However, securities underlying repurchase agreements are referred to as "collateral" for the purpose of this policy. It is the City's policy to require all issuers of repurchase agreements to execute a copy of the City's master repurchase agreement. A copy must be on file *prior to entering* into any repurchase agreements. In addition, the maximum length of a repurchase agreement shall be 90 days.

- 1.5.11 Selection of Financial Institutions and Dealers. The City's depository shall be selected through competitive bidding in accordance with the City's financial policies. When selecting the depository, the creditworthiness of the institution shall be considered. It shall be the policy of the City to purchase securities only from those financial institutions included in the City's approved list of broker/dealers or banks.

The Finance Director shall approve Banks and savings and loans seeking to establish a relationship with the City for the certificate of deposit program. Certificates of deposit shall be collateralized in accordance with the Public Depository Protection



Financial Policies and Fund Overview

Act and the Savings and Loan Association Public Deposit Protection Act as set forth in the Colorado Revised Statutes.

All financial institutions shall agree to undertake reasonable efforts to preclude imprudent transactions involving the City's funds. The supervising officer of the institution shall agree to exercise due diligence in monitoring activities of the officers and subordinate staff members engaged in transactions with the City. Employees of any firm or financial institution that offers securities or investments to the City shall be trained in the precautions appropriate to public sector investments and are required to be familiar with the City's investment objectives and constraints.

1.5.12 **Portfolio Maturities and Volatility.** It is the City's intent to manage all of its investments, with the exception of the uniformed and non-uniformed employee pension plans, in such a way that any market price losses resulting from interest rate volatility would be offset by coupon income and current income received from the balance of the portfolio during a 12-month period. In addition, no maturity extension (swap) should be taken if it would result in negative income on the overall funds portfolio. The maximum maturity date for all securities is no more than 5 years from the date of purchase unless otherwise authorized by the City Council.

1.5.13 **Diversification.** It is the policy of the City to diversify investments within the portfolio. Securities shall be diversified to eliminate the risk of loss resulting from over-concentration of investment in a specific maturity, a specific issue or a specific class of securities. Diversification strategies shall be determined and revised periodically by the Finance Director.

When establishing specific diversification strategies, the following general policies and constraints shall apply: maturities shall be staggered in such a way that avoids undue concentration of assets in a specific maturity sector. Short-term maturities shall be selected which coincide with specified disbursement dates thereby avoiding the need to sell securities prior to maturity. Longer-term maturities shall be selected which provide for stability of income and reasonable liquidity.

- a. Positions in securities of a single issuer, except for U. S. Treasury securities, FHLB, FNMA, FFCB, and FHLMC, shall be limited to 5% of the overall portfolio so that in the event of default, the portfolio's annual investment income will exceed a loss on any single issuer's securities. Because the credit-worthiness of FHLB's, FNMA's, FFCB's and FHLMC's may change from time to time, the Finance Director may at times limit or prohibit their purchase.
- b. Risks of market price volatility shall be controlled through maturity diversification such that aggregate price losses on instruments with maturities greater than one year shall not exceed the coupon interest and investment income received from the balance of the portfolio.
- c. The Finance Director shall establish strategies and guidelines for the portfolio allocation of all securities.

1.5.14 **Risk Tolerance.** The City realizes that investment risk can result from issuer defaults, market price changes or certain technical complications, which lead to temporary illiquidity. Therefore, portfolio diversification is used as a means to control risk. The



Financial Policies and Fund Overview

Finance Director is expected to display prudence when selecting investment securities and use safety, liquidity and yield in that order of priority as a way to minimize the risk of default. In addition, no one individual investment transaction shall be made which would jeopardize the total capital position of the overall portfolio.

If a specific issuer should default, the Finance Director shall review the portfolio and securities having comparable credit risks. The Finance Director shall establish guidelines concerning price volatility of the overall portfolio as well as certain individual securities, after first establishing a range of possible interest rate fluctuations within which markets could reasonably be expected to trade.

- 1.5.15 **Safekeeping and Custody.** Investments of the City shall be held by a third party custodian (bank or broker/dealer) or any branch of the Federal Reserve. Investment officials shall be bonded to protect the public against possible embezzlement and fraud. Written safekeeping procedures shall be established and reviewed annually by an *independent* auditor.
- 1.5.16 **Local Preference.** If determined feasible by the Director of Finance or the City Manager, preference to chartered commercial banks, savings and loan institutions, and industrial banks located within the City Limits of Fountain under section 3.3(d) of the City Charter.
- 1.5.17 **Defense of Staff and Payment of Judgments or Settlements against Staff.** Staff, as public employees of the City, shall be subject to the defense of public employees and payment of judgments or settlements against public employees from liability for losses that may occur in the administration of this investment policy to the extent provided for under the Colorado Governmental Immunity Act, CRS 24-10-101 et. seq.

1.6 **Debt**

The purpose of this policy is to establish debt issuance guidelines. This policy is applicable to all debt issuance for the City of Fountain including obligations which are not legally debt but which are obligations of the City of Fountain that are subject to annual appropriation of funds for their payment by the City Council of the City of Fountain.

- 1.6.1 The City will seek to maintain, and if possible, improve its current bond rating so its borrowing costs are minimized and its access to credit is preserved. Sound financial practices, debt management and capacity, and competent management support the maintenance of the City's current bond rating. In its relations with rating agencies and the investment community, the City will follow a policy of full disclosure, as required by legal and professional practices.
- 1.6.2 **Credit Worthiness.** The City will seek to maintain, and as possible, improve its current credit rating so its borrowing costs are minimized and its access to credit is preserved and enhanced.

The City will maintain good communications about its financial condition with bond and credit rating institutions.



Financial Policies and Fund Overview

1.6.3 Borrowing Purposes. The City will not fund current operations from the proceeds of borrowed funds, except for short-term cash flow borrowing such as Tax Anticipation Notes. The City will confine long-term borrowing to capital improvements, projects, or equipment, which cannot be funded from current revenues.

1.6.4 Debt Repayment. When the City uses long-term debt financing, it will repay the debt within a period not to exceed the useful life of the improvements or equipment.

Whenever possible, debt shall be self-supporting, and will be revenue debt, or revenue-backed with a general obligation pledge.

The general obligation pledge will be used only for projects, which have a general benefit to City residents, which cannot be self-supporting.

Pursuant to Section 10.5 of the City Charter, revenue bonds, payable from any or source or sources other than ad valorem taxes of the City, may be issued without an election by Council action.

Local or Special Improvement District Bonds may be issued and debt repayments scheduled pursuant to the requirements set forth in Section 10.8 of the City Charter.

Advance refunding will generally be undertaken only when the net present value savings exceeds 4% of the net interest cost or when the restructuring of debt is in the City's financial interest in accordance with the provisions set forth in Section 10.6 of the City Charter.

Lease purchase debt, including certificates of participation, will be considered as an alternative to long-term vendor leases when cost effective. Such debt will be subject to annual appropriation and administered by the Finance Department.

Long-term lease purchases for buildings and facilities will be used when the cost of a lease purchase is lower than other options or if deemed appropriate because of time constraints, etc. pursuant to the requirements set forth in section 10.7 of the City Charter.

1.6.5 Direct Bonded Debt. Pursuant to Section 10.4 of the City Charter, the Net Direct Bonded Debt as a percentage of Assessed Value shall not exceed 10%.

1.6.6 Conduit Financing. Recognizing that the City is able to issue debt for broad purposes, it may be appropriate to issue on behalf of another party when the City Council, after a complete review process, determines that the proposed project will provide a general benefit to City residents. The City will consider issuing conduit financing which will not impair the City's credit rating. Any financing issued through the City shall qualify for an investment grade rating by one or both of the two top rating agencies. All expenses related to conduit financing will be borne by the applicants. The City shall establish review procedures for projects, including public contracting and financial fees.



Financial Policies and Fund Overview

- 1.6.7 Loans/Installment Purchases. Because all loans and installment purchases are considered the City's debt, it is very important that Finance complete those transactions on behalf of the City. Finance will maintain a copy of the agreement, payment schedule, and contact name. Finance is also available to review terms of any loan or lease purchase agreement. All payments will be processed through Finance.
- 1.6.8 Other Financing. The City may issue debt on behalf of its enterprises subject to the same criteria listed above. Debt issued for City enterprises shall be approved by the City Council.

1.7 **Authorization to Create Operating Policies**

The City Manager, or designee, has the authority to develop additional specific operating policies governing the day-to-day financial management of the organization. Provided, however, that such policies should conform to the general financial policies adopted in this document. When those policies conflict, the policy contained within this Financial Policy Document shall govern.

3.1 **Fund Accounting Theory**

This section explains the basic concept of fund accounting. It also describes the six types of funds that exist in Fountain City government. Details can be found in the City's financial policy manual.

3.2 **Basis of Accounting/Budget Reporting**

This section describes two financial concepts that drive the way in which the City's finances are maintained and reported: "Basis of Accounting" and "Budget vs. GAAP Reporting".

- 3.2.1 Basis of Accounting – Cash vs. Accrual. The term "basis of accounting" refers to when revenues, expenses, expenditures - and the related assets and liabilities – are recognized in the accounts and reported in the financial statements. Specifically, it relates to the timing of the measurements made. The following are the basis of accounting available for use by the City:
- Cash Basis – Transactions are recognized only when cash is received or disbursed.
 - Accrual Basis – Transactions are recognized when the economic event occurs, regardless of whether or not cash is received or paid. Proprietary funds, which encompass the enterprise funds, use the accrual basis of accounting. These funds have an income measurement/capital maintenance focus. The accrual basis of accounting is used by private enterprises as well.
 - Modified Accrual Basis – Expenditure transactions are recognized when incurred. Revenues are recognized when they are both measurable and available to finance the expenditures of the current period. Governmental funds, including general, special revenue, debt service, and capital projects, use the modified accrual basis of accounting. For a revenue to be recognized in a governmental fund, it must be "measurable" (the amount must be known or be reasonably estimated), and it must be "available" to finance the expenditures of the same fiscal period for which the revenue is recorded. "Available," in this case, means



Financial Policies and Fund Overview

collectible in the current period or soon enough thereafter to be used to pay liabilities of the current period. For purposes of consistency, that time-frame shall be sixty (60) days which was set for purposes of Property tax revenues.

3.2.2 Reporting Focus – Budget vs. GAAP. This concept is used at the City of Fountain to refer to the way transactions are recorded and reported for compliance with Colorado Budget Law as opposed to financial statement presentation in conformance with Generally Accepted Accounting Principles. The City’s monthly statement of revenues and expenditures are reported during the fiscal year on what is informally called a “budget basis.” The City’s transactions are recorded throughout the year in accordance with the financial statement requirements as set forth within the Colorado Revised Statutes. By recording the transactions in general compliance with this law, the revenues and expenditures can be more easily monitored on a monthly basis to ensure compliance with the legal requirements as set forth within the Colorado Revised Statutes.

At the end of the fiscal year, adjustments are made to present the financial information in a format that is comparable to that used by other local government units around the country. The standards for this reporting are referred to as “generally accepted accounting principles” (or GAAP basis). The adjustments to convert the City’s financial records from “budget basis” to “GAAP basis” are made to ensure that the City’s financial statements are fairly and consistently presented in conformance with GAAP.

3.3 **Budgeting**

This section has been developed to provide City staff involved with budget preparation with a conceptual framework in which to prepare the Executive Budget Recommendation. Whenever possible, specific policies, procedures, and parameters have been outlined to enable the user to operationally develop a particular aspect of the budget. There may be instances when an unusual situation that might affect a department is not addressed in this manual; in that case, the department should contact the Finance Director for specific instructions to address the situation.

3.3.1 Budget Process Timeline. It is the Finance Director’s responsibility to develop and distribute a budget process timeline to Department Heads in a timeframe that allows appropriate, responsible development of department budgets. A typical timeline will be as follows:

April	Finance Director prepares revenue projections
May	Budget work session with City Council
May-June	Departments prepare budget requests
July	Peer Review Meetings
August-Sept	Budget refinement and document production
Oct 1	Draft budget to City Council not later than this date per City Charter
Oct	Budget work sessions open to the public
Oct-Nov	Public Hearing and First Reading of Budget Ordinance
Dec 15	Budget must be adopted no later than 15 days before the start of the next fiscal year per the City Charter



Financial Policies and Fund Overview

- 3.3.2 Department Responsibility. Departments are responsible for the following in the budget development process:
 - a. Completion of Budget Information template in provided timeframe, which includes standard narrative including goals & objectives, a functional organizational charge, and activity measures.
 - b. Financial Summary Requests: Information regarding historical and current financial line item allocations will be provided to each department. The information will be presented in such a format that the department will update the request and then return the final document to the Finance Director.
 - c. Appropriate revenue and expenditure projections that account for economic conditions, operating changes, community growth, etc. These will be developed in coordination with the Finance Department.
 - d. Capital project planning and cost estimates.
 - e. Communicating information appropriately to departments and attending budget meetings.
 - f. Reviewing all budget materials for accuracy, content, and style.
- 3.3.3 Budget Adoption. Following internal development and review of the budget, the City Council will hold hearings on the budget, to provide public review of the document and to discuss further budget development. Following review at the Council level, the Council shall provide authority to expend funds through a Budget Ordinance adopted in open meeting.
 - a. The Budget Ordinance shall authorize the budget at the Fund and Department level.
 - b. The amount appropriated to a specific fund and/or department may change as a result of subsequent Council actions, as identified in 3.3.4 below.
- 3.3.4 Adjustments to Budget. From time to time, the budget may require adjustments due to unforeseen expenditures, to recognize unanticipated revenue, or to adjust operating transfers. Adjustments may be made as follows:
 - a. Budget Resolution. During the year, adjustments that will change the budget at the Fund or Department level may be made by bringing a supplemental budget resolution to the Council for their approval.
 - b. The City Manager has authority to authorize changes to specific line items within each Fund and Department, provided that the overall amounts budgeted by Council are not changed.
 - c. At the end of each year, the Finance Department will prepare a Budget Amendment, by Ordinance, to formalize the budget adjustments that were made during the year.

3.4 **Financial Monitoring**

This section outlines the responsibilities of Departments in monitoring and managing the approved Budget.

- 3.4.1 Financial Statement. After the month ends, a Financial Statement is generated which summarizes each revenue and expenditure account detailing budgeted amount, total collected or spent for the month and year-to-date, current year encumbrances and the percentage of total to budgeted dollars. Each department/division head receives a Financial Statement for that department's activity, which serves as a tool for monitoring the department's budget. The City Manager, and Finance Director also



Financial Policies and Fund Overview

- review the monthly Financial Statement for unusual activity. At any time during the month, an up-to-date Financial Statement may be generated upon request.
- 3.4.2 City Manager responsibility. The City Manager is ultimately responsible for the implementation and management of the budget and for the proper use and preservation/protection of the City's assets.
- 3.4.3 Finance Department responsibility. The Finance Director is charged with the primary responsibility for monitoring the fiscal and program implementation of the approved budget. The Finance Director will report monthly to the City Manager on various aspects of budget implementation and management. In addition, the Finance Department will work closely with other departments to apprise them of their financial status and of any potential issues that may affect their budgets. The Finance Department may review fiscal issues affecting any part of the City organization. This activity supports the monitoring role and focuses on the protection of City assets and the legal, efficient, and effective use of City resources. The Finance Director will provide City Council with a quarterly update on the City's finances including a financial report containing budget versus actual revenue and expense information. Additionally, the Finance Director will provide the City Council with a list of contracts or agreements that have been approved and signed by the City Manager during the quarter.
- 3.4.4 Department Responsibility. Departments are responsible for monitoring and managing their resources to ensure that the legal and administrative appropriation to the department is not overspent and that all expenditures and uses of City resources are in conformity with City, State, and Federal ordinances, statutes, policies, and regulations.
- a. Legal Appropriation. Each department is responsible for ensuring that expenditures do not exceed the legal appropriation level for their department within each fund, operating and capital expenditures combined.
 - b. Revenues. Departments are responsible for monitoring revenues that are collected as a result of programs administered by their departments. If a significant change in the estimate for the current or future fiscal years results, the department must contact the Finance Director to advise of the change.



General Fund 5-Year Projections

DESCRIPTION

The General Fund is the general operating fund of the City of Fountain. All general tax revenues and other receipts that are not allocated by law to another fund are used to finance general operating expenditures.

Following is a 5-year overall forecast of the City of Fountain's Revenues & Expenditures, for the years covering 2010 through 2014.

Reserves. Reserves are used to buffer the City from downturns in the economy, to provide for emergency requirements, and to provide an additional source of accumulated funding for major capital improvements or redevelopment. Target reserves will be as follows:

- a. When economic times are prosperous, the City would ideally like to accumulate an unreserved fund balance of 40% of the current operating budget in the General Fund.

GENERAL FUND FIVE YEAR BUDGET PROJECTION

SUMMARY OVERVIEW					
	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
Net Operating Surplus/(Deficit)	\$ 273,380	\$ 636,603	\$ 1,138,916	\$ 1,241,054	\$ 1,383,280
Add: Beginning Fund Balance	\$ 1,654,890	\$ 1,928,270	\$ 2,564,873	\$ 3,703,789	\$ 4,944,843
		\$		\$	
Less: Reserve Requirement 20%	\$ (2,327,172)	(2,425,888)	\$ (2,460,891)	(2,570,265)	\$ (2,684,721)
Equals: Available for Capital/Other	\$ (398,902)	\$ 138,986	\$ 1,242,898	\$ 2,374,578	\$ 3,643,402
Unfunded Capital Needs	\$ 82,630	\$ 9,793,920	\$ 846,580	\$ 2,781,500	\$ 1,703,000
SOURCES OF FUNDS					
Beginning Fund Balance	\$ 1,654,890	\$ 1,928,270	\$ 2,564,873	\$ 3,703,789	\$ 4,944,843
Est. Tabor refund Previous year					
Sales Tax	\$ 5,054,260	\$ 5,256,430	\$ 5,466,688	\$ 5,685,355	\$ 5,912,769
Use Tax	\$ 1,030,650	\$ 1,236,780	\$ 1,286,251	\$ 1,337,701	\$ 1,391,209
Property Tax	\$ 1,751,210	\$ 1,838,771	\$ 1,949,097	\$ 2,066,043	\$ 2,190,005
Other Taxes	\$ 1,834,680	\$ 1,908,067	\$ 1,984,390	\$ 2,063,765	\$ 2,146,316
Licenses and Permits	\$ 65,980	\$ 68,619	\$ 71,364	\$ 74,219	\$ 77,187
Intergovernmental Revenue	\$ 729,350	\$ 751,231	\$ 773,767	\$ 796,980	\$ 820,890
Charges for Services	\$ 397,780	\$ 457,447	\$ 475,745	\$ 494,775	\$ 514,566
Fines and Court Costs	\$ 519,620	\$ 535,209	\$ 551,265	\$ 567,803	\$ 584,837
Other Income	\$ 55,400	\$ 57,616	\$ 59,921	\$ 62,317	\$ 64,810
Total Operating Revenue	\$ 11,438,930	\$ 12,110,169	\$ 12,618,487	\$ 13,148,958	\$ 13,702,590
Non-operating Revenue:					
Transfer from Impact	\$ 110,250	\$ 183,750	\$ 257,250	\$ 257,250	\$ 257,250
Transfer from Water for IT/BLDG	\$ 273,350	\$ 281,551	\$ 289,997	\$ 298,697	\$ 307,658
Transfer from Ambulance for IT	\$ 3,000	\$ 3,090	\$ 3,183	\$ 3,278	\$ 3,377
Transfer from Electric for IT/BLDG	\$ 314,740	\$ 324,182	\$ 333,908	\$ 343,925	\$ 354,243
Investment Income	\$ 71,400	\$ 72,310	\$ 109,007	\$ 175,930	\$ 234,880
Proceeds from capital lease/bonds					
Total Non-operating Revenue:	\$ 772,740	\$ 864,883	\$ 993,344	\$ 1,079,080	\$ 1,157,407
Total Revenue	\$ 12,211,670	\$ 12,975,052	\$ 13,611,832	\$ 14,228,038	\$ 14,859,997



General Fund 5-Year Projections

USES OF FUNDS					
Operating Expenditures:					
Council	\$ 28,750	\$ 30,038	\$ 31,385	\$ 32,795	\$ 34,271
Judicial	\$ 252,330	\$ 263,450	\$ 275,082	\$ 287,248	\$ 299,976
Economic Development	\$ 347,580	\$ 358,007	\$ 368,748	\$ 379,810	\$ 391,204
Elections	\$ 14,000	\$ 14,420	\$ 14,853	\$ 15,298	\$ 15,757
Administration	\$ 665,420	\$ 694,094	\$ 724,064	\$ 755,391	\$ 788,137
Information Technology	\$ 682,490	\$ 708,077	\$ 734,686	\$ 762,363	\$ 791,151
Planning	\$ 307,760	\$ 298,371	\$ 312,030	\$ 326,335	\$ 341,316
Engineering	\$ 234,110	\$ 244,507	\$ 255,384	\$ 266,764	\$ 278,672
Police	\$ 4,666,450	\$ 4,888,822	\$ 4,868,571	\$ 5,100,381	\$ 5,343,434
Fire	\$ 1,984,330	\$ 2,076,920	\$ 2,062,378	\$ 2,158,467	\$ 2,259,149
Streets	\$ 1,099,590	\$ 1,144,854	\$ 1,192,089	\$ 1,241,385	\$ 1,292,838
Code Enforcement	\$ 203,280	\$ 211,626	\$ 220,335	\$ 229,423	\$ 238,907
Parks	\$ 431,900	\$ 451,004	\$ 470,988	\$ 491,895	\$ 513,768
Cemetery	\$ 5,000	\$ 5,150	\$ 5,305	\$ 5,464	\$ 5,628
Community Outreach	\$ 88,300	\$ 90,949	\$ 93,677	\$ 96,488	\$ 99,382
Facilities Maintenance	\$ 185,420	\$ 192,909	\$ 200,719	\$ 208,864	\$ 217,360
Ambulance subsidy	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000
Transfer to electric for fleet maint	\$ 359,150	\$ 376,242	\$ 394,163	\$ 412,954	\$ 432,656
Total Operating Expenditures	\$ 11,635,860	\$ 12,129,438	\$ 12,304,456	\$ 12,851,325	\$ 13,423,606
Debt Service:					
Bonds Principal & Interest	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Lease Obligations	\$ 302,430	\$ 209,011	\$ 168,460	\$ 135,660	\$ 53,110
Note Principal & Interest	\$ -	\$ -	\$ -	\$ -	\$ -
Total Debt Service	\$ 302,430	\$ 209,011	\$ 168,460	\$ 135,660	\$ 53,110
Capital Expenditures:					
Administration	\$ -	\$ 20,670	\$ 39,490	\$ -	\$ 10,000.00
Information Technology	\$ 46,830	\$ 155,000	\$ 23,300	\$ 30,000	\$ 20,000.00
Planning	\$ -	\$ 70,000	\$ -	\$ 25,000	\$ -
Police	\$ -	\$ 9,212,000	\$ 345,000	\$ 330,000	\$ 600,000
Fire	\$ -	\$ 289,250	\$ 295,090	\$ 2,212,500	\$ 643,000
Streets	\$ 27,800	\$ 47,000	\$ 49,000	\$ 184,000	\$ 430,000
Code Enforcement	\$ -	\$ -	\$ 34,700	\$ -	\$ -
Parks	\$ 8,000	\$ -	\$ 60,000	\$ -	\$ -
Cemetery	\$ -	\$ -	\$ -	\$ -	\$ -
Total Capital	\$ 82,630	\$ 9,793,920	\$ 846,580	\$ 2,781,500	\$ 1,703,000
Total Expenditures	\$ 12,020,920	\$ 22,132,369	\$ 13,319,496	\$ 15,768,485	\$ 15,179,716
FUND BALANCE					
Ending Fund Balance	\$ 1,928,270	\$ 2,564,873	\$ 3,703,789	\$ 4,944,843	\$ 6,328,123
Minimum Reserve 20%	\$ 2,327,172	\$ 2,425,888	\$ 2,460,891	\$ 2,570,265	\$ 2,684,721
Excess Reserve	\$ (398,902)	\$ 138,986	\$ 1,242,898	\$ 2,374,578	\$ 3,643,402

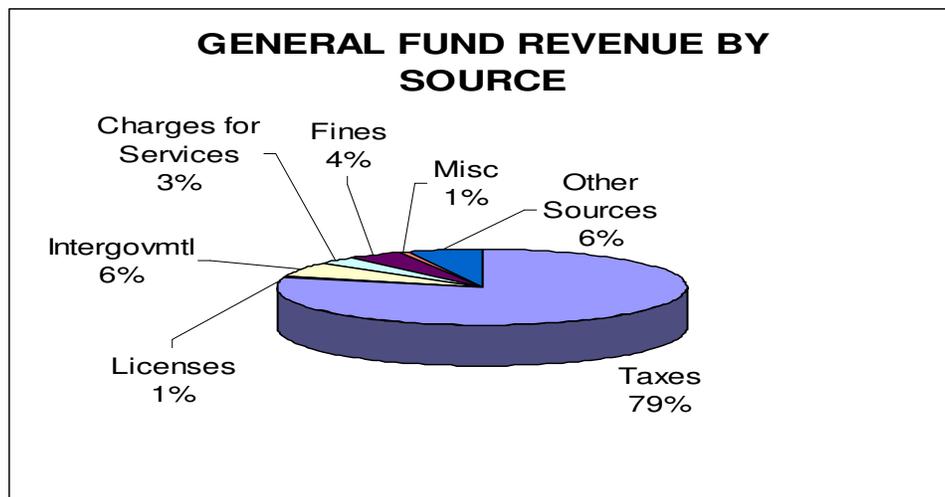
Pursuant to the City's financial policy, the unreserved fund balance in the General Fund should not fall below 20% of the current year General Fund operating Budget. This amount includes two months expenditures (17%) plus the 3% emergency reserve required under the TABOR amendment. The beginning 2010 Fund Balance for the General Fund is 14.3% of operating expenditures. The ending Fund Balance is 16.6% of 2010 operating expenditures. Projections show the Fund Balance to be fully funded by the end of 2011.

General Fund Revenues

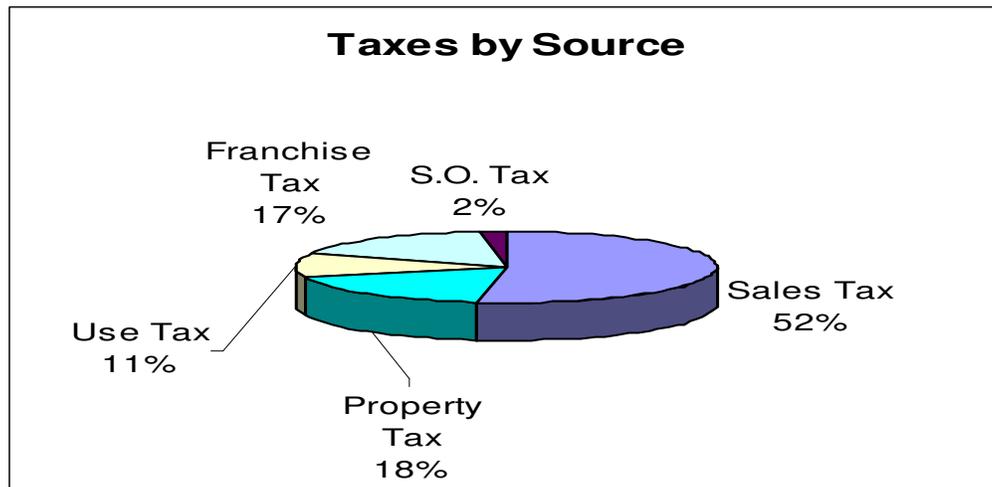
Realistic revenue forecasting is essential to sound financial planning. Revenue forecasting becomes more difficult in times of economic uncertainty and change. The Finance Department utilizes a number of techniques in projecting revenues, depending on the each revenue sources characteristics.

- Informed/Expert Judgement-internal sources such as department heads and external consultants
- Formulas determined by City ordinances
- Moving averages
- Estimates from the State of Colorado and property valuations provided by the El Paso County Assessor’s Office

The pie chart below illustrates the sources of revenue for the General Fund.



The largest portion of revenue in the General Fund is generated from taxes. The pie chart below illustrates the breakdown of tax revenue. Sales Tax represents 52% of total tax revenue in the General Fund.

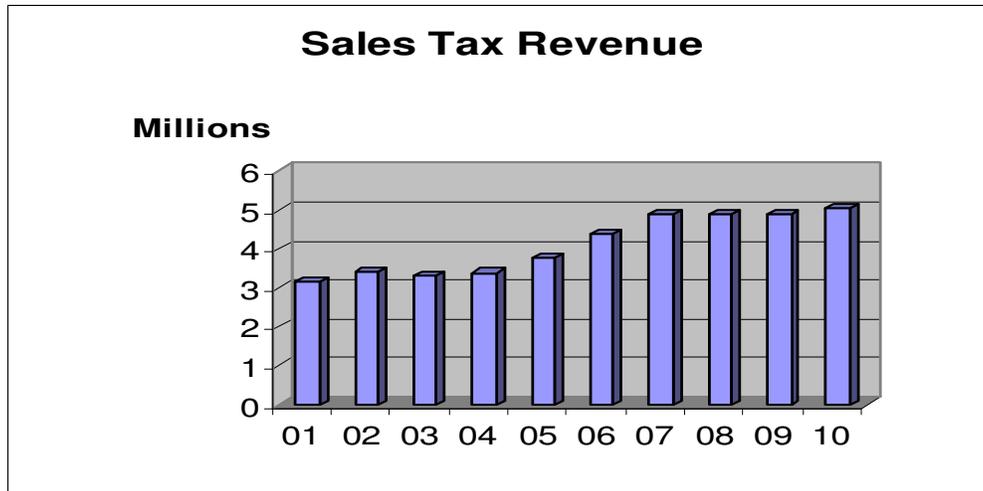




General Fund Revenues

Sales Tax

The sales tax rate for the City of Fountain is 3%. When combined with the State of Colorado sales tax of 2.9% and El Paso County sales tax of 1%, the businesses located in Fountain are collecting a total of 6.9%. The Colorado Department of Revenue collects sales tax for the City. Sales tax payments are due to the Department of Revenue by the 20th of the following month and the City receives the distribution from the Department of Revenue around the 12th of the following month. There is a two month lag in receiving the sales tax from the time the business collects the tax.

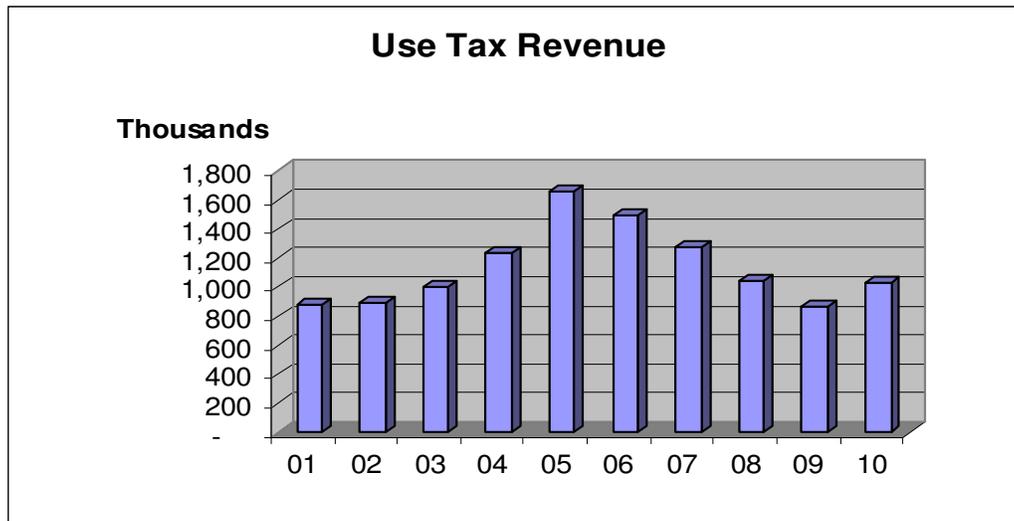


The City has seen several years of double-digit increases in this decade; however, with the down turn in the economy during 2008 and 2009, sales tax revenue is expected to see no increase for 2009. Sales tax revenue is projected to total \$5,054,260 for 2010 which is a 3% increase over the revised forecast of \$4,907,050 for 2009. Wal-Mart and Lowe's are the City's largest sales tax contributors.

Use Tax

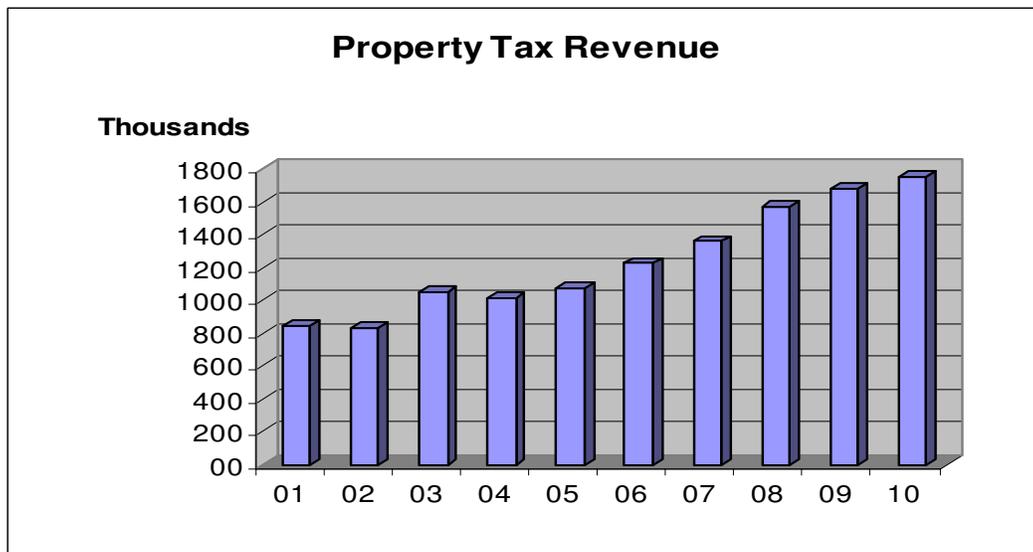
The use tax rate for the City is 2%. The two major sources of use tax are new construction and vehicle purchases. Housing starts began to slow in the last quarter of 2007 and continued to decline during 2008, with only 121 starts for the year. 2009 year to date housing and commercial starts through August is 85 compared to 105 for the same period in 2008. Consequently, the City has seen a 21% decrease in revenue from use tax from new construction in 2009. The projection for 2010 is based on 150 housing and commercial starts. Use tax from vehicle purchases through August is down 18% from 2008. Use tax from vehicle sales in 2010 is expected to rebound to 2008 levels. Total use tax for 2010 is forecast to be \$1,390,460. The following column chart provides a ten year history of use tax revenue.

General Fund Revenues



Property Tax

The City experienced a tremendous housing boom from 2003 to 2006 with over two thousand housing and commercial starts during this period. Property tax revenue has increased 72% from 2004 to 2010. Based on valuations received from the El Paso County Assessor, revenue from property taxes is expected to be \$1,751,210. The City’s mill levy of 10.239 has not changed for twenty years. The following column chart provides a ten year history of property tax.



Franchise Fees

The City has a number of franchise agreements with various utility providers, including the City owned water and electric utilities, which provide for payment for use of the City’s rights-of-way. This budget proposes an increase in the franchise fee from the City owned water utility from 4% to 5% of gross revenues. The City owned electric utility will be the largest contributor to this revenue



General Fund Revenues

category with an estimated payment of \$1,001,240. Total revenue from franchise fees is projected to be \$1,640,740 for 2010.

LICENSES AND PERMITS

License fees for businesses and liquor establishments for 2010 are anticipated to total \$36,950. Revenue derived from telecommunication fees is estimated to be \$18,930 and revenue from construction/excavation permits is expected to be \$10,000.

INTERGOVERNMENTAL REVENUE

The Highway Users Tax Fund (HUTF) is state collected locally shared revenue that is distributed monthly among state, county and municipal governments. HUTF revenues are derived from motor fuel taxes and various fees for vehicle registration, vehicle titles, licenses and taxes. HUTF revenues for 2010 are expected to total \$594,000.

Revenue generated from the El Paso County Road and Bridge mill levy is estimated to total \$28,450 in 2010.

CHARGES FOR SERVICES

Park impact fees are collected for the purpose of funding the impact of additional residents on the City's park system. These fees are collected at the time of residential building permit application. These funds are dedicated to the acquisition and development of new parks and the enhancement of existing parks. The City expects to collect \$204,930 from park impact fees during 2010. Revenue from development fees is expected to total \$100,000 during 2010.

FINES AND FORFEITURES

Revenue from traffic fines and court cost are expected to total \$427,350 and \$41,000, respectively for 2009. In 2007, the City Council passed an ordinance establishing a \$10 School Zone Fee that is assessed on every traffic citation. This revenue is dedicated to improvements in school zones. \$28,870 is expected to be collected in School Zone Fees during 2010.

MISCELLANEOUS REVENUE

The City will earn an estimated \$71,400 interest on investments during 2010 and will receive an estimated \$55,400 from rental of facilities and other miscellaneous sources.

TRANSFERS AND OTHER FINANCING SOURCES

It has been assumed, for budget purposes, that 150 new residential units will be built in 2010 and that the impact fee generated will average \$735 per residential dwelling unit. Based on these assumptions, \$110,250 is expected to be collected in impact fees during 2010. This revenue will be transferred to the General Fund for reimbursement for planning, police and fire protection services pursuant to Ordinance No.718.

Also, included in this budget are transfers from the Water Fund, Electric Fund, and Ambulance Fund for costs of IT equipment and services and transfers from the Water and Electric funds for facilities maintenance and repairs.



General Fund Expenditures

Expenditures have been summarized into broad categories on the department budget templates that follow this section. The expenditure categories and a brief description follow.

[Salaries and Benefits](#)

This category includes payments to employees for regular wages and overtime wages as well as state and federal payroll taxes on those wages. This category also includes the cost of benefits paid by the City such as pension plan contributions and insurance premiums.

[Materials and Supplies](#)

This category includes commodities and merchandise that the City purchases that are necessary for a department to perform their function within the City government. Examples include office supplies, fuel and oil, asphalt and gravel, ammunition, uniforms, vehicle parts, and equipment with a purchase price of less than \$5,000.

[Purchased Services](#)

This category includes services that the City purchases. Examples include postage, utility services (i.e. telephone, electric, water, gas), engineering, legal and auditing services, laboratory and polygraph services, travel and training.

[Fixed Charges](#)

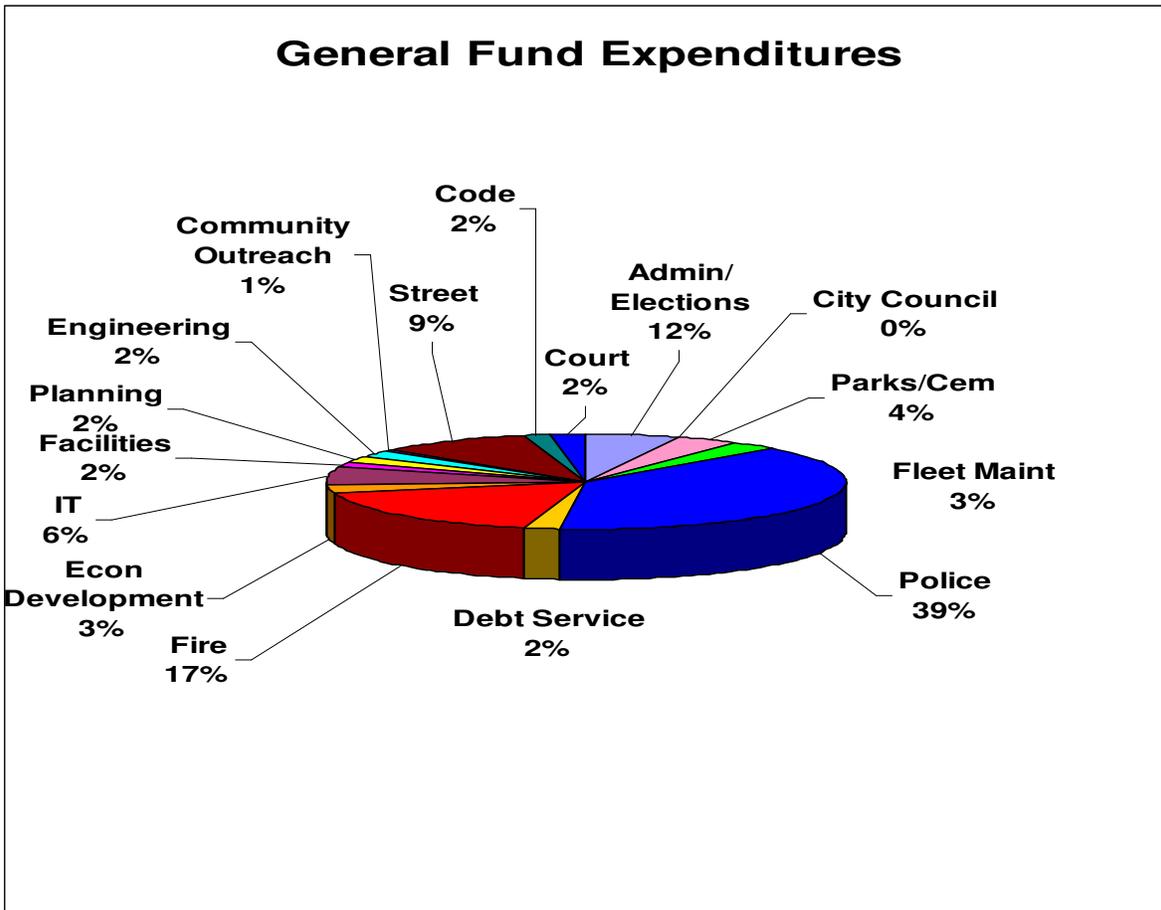
This category includes items that are fixed costs to the government and include items such as depreciation, rent, property/casualty insurance premium, bank charges/broker fees, and rental of equipment.

[Capital](#)

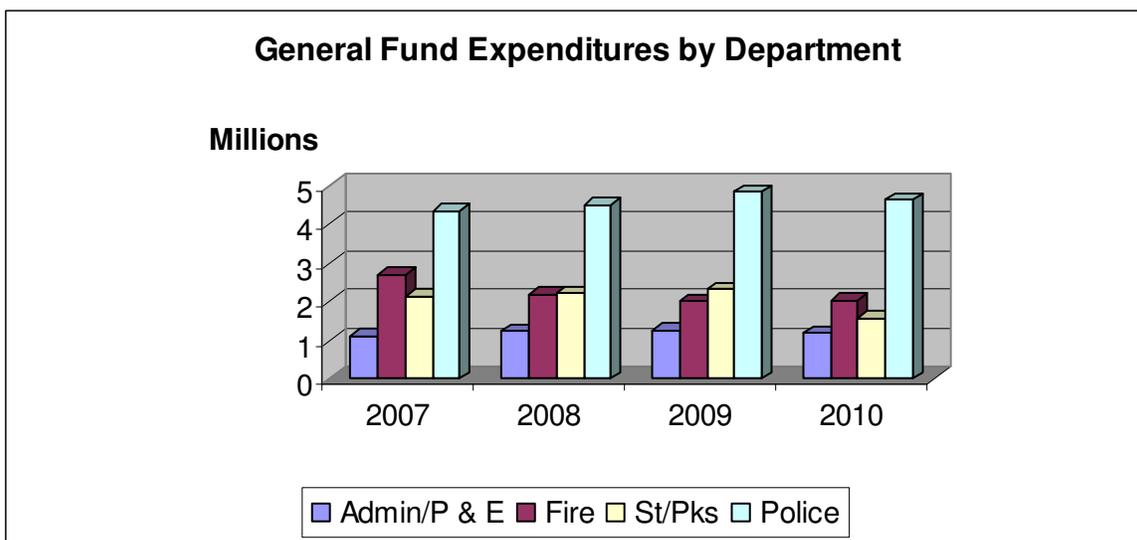
A capital expenditure is the purchase of an asset used in operations where the individual or per unit cost of the item is \$5,000 or more AND the expected useful life of the asset is more than one year. Examples are vehicles, equipment, water rights, land and buildings.

Total 2010 General Fund budgeted expenditures total \$12,020,920. The following pie chart provides an overview of expenditures by department.

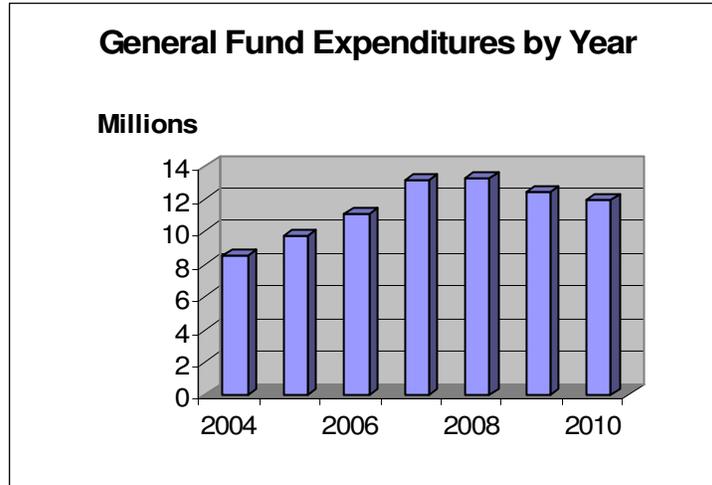
General Fund Expenditures



The following column chart provides a four year history of the largest departments in the General Fund. Administration, Planning, and Engineering are combined into one value as is Streets and Parks.



The column chart below shows a seven year history of total General Fund Expenditures.





City Council

DESCRIPTION

The City Council consists of seven (7) members elected by the registered electors of Fountain. There are three (3) “wards” within the City; 1 member is elected from each ward. The Mayor and 3 members are elected by the registered electors of the entire City. The term of office for the Mayor is 2 years, with a maximum of 4 terms and Council Members terms are 4 years with a maximum of 2 terms. The City Council, under the leadership of the Mayor, is the legislative body responsible for enacting local legislation, adopting budgets, determining general policy direction, and appointing the City Manager.

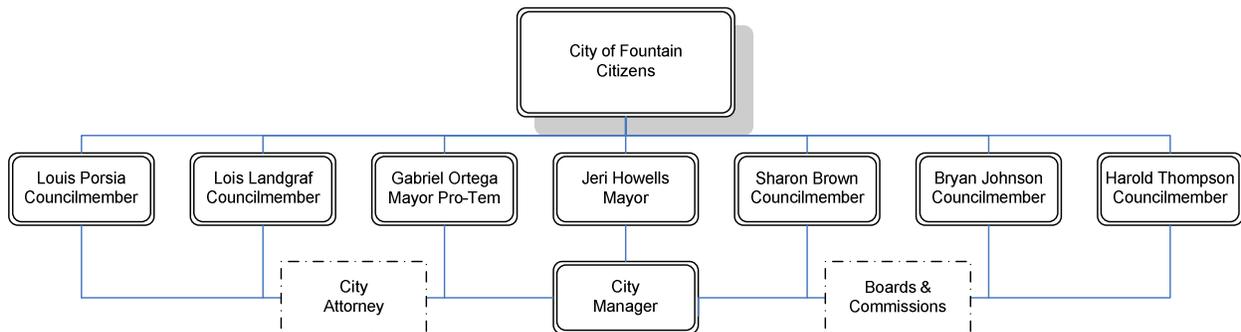
VISION AND VALUES

The City of Fountain will honor its small town America heritage, promote a high quality of life for its citizens and provide managed community growth in a safe, secure and stable manner.

CORE VALUES

- F** – Fiscal Responsibility
- O** – Outstanding Service
- U** – Unshakable Integrity
- N** – Neighborly Perspective
- T** – Transparent Governance
- A** – Accountable Decision-making
- I** – Innovative Leadership
- N** – New Vision

ORGANIZATIONAL CHART



2009 HIGHLIGHTS	2010 GOALS
<ul style="list-style-type: none"> • Finalized the City’s first Strategic Planning Document • Authorized development of Gateway Corridor Plan for Exit 128. • Approval of 2010 Budget. • Sponsorship of LiveWell Fountain, Lorraine Community Center, Fountain Valley Senior Center, YMCA. • Placed Transportation Ballot issue before voters for sustainable long-term funding for transportation (Strategic Plan Goal 9) 	<ul style="list-style-type: none"> • Develop sustainable long-term funding for public safety issues for the City (Strategic Plan Goal 10, 11, 12) • Continue with annexation of enclaves • Approval of 2011 Budget • Continue sponsorship of LiveWell Fountain, Lorraine Community Center, Fountain Valley Senior Center, YMCA. • Support Urban Renewal (Strategic Plan Goal 1, 4)



City Council

BUDGET

Budget Item	2007 Actual	2008 Actual	2009 Original Budget	2010 Budget
Salaries and Benefits	\$ 6,153	\$ 6,918	\$ 9,825	\$21,250
Materials and Supplies				
Purchased Services	\$481,022	\$575,947	\$19,700	\$7,500
Fixed Charges				
Capital				
Total	\$487,175	\$582,865	\$24,751	\$28,750

SIGNIFICANT CHANGES

- The significant decrease from 2008 to 2009 is a result of transferring programs that benefit the entire community such as bus transportation and the Lorraine Community Center to a new cost center called Community Outreach.



Municipal Court

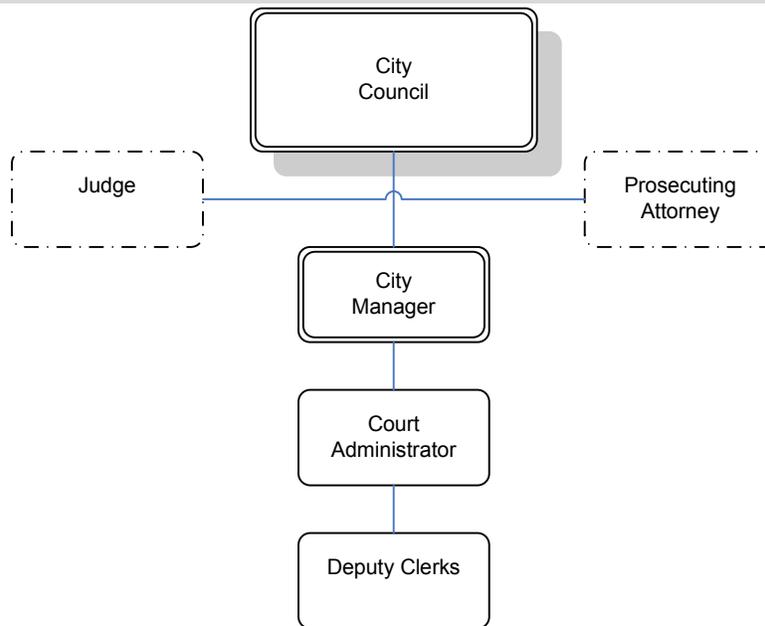
DESCRIPTION

Fountain Municipal Court is a Court of Record located at The City Hall Building. The Court handles all Municipal Ordinance and Traffic violations. The Court Staff consists of one Judge, one Alternate Judge, one City Prosecutor, one Court Administrator, one Court Clerk and one Volunteer. The Court Office is opened daily from 8am to 5pm. Traffic Court is on Monday, where the Defendants are offered plea agreements that the City Prosecutor has prepared ahead of time. Regular sessions of Court are on Thursday nights where Arraignments, Pre-trials, Trials and Hearings are heard and scheduled for future dates.

MISSION STATEMENT

Fountain Municipal Court is dedicated to improving the Court’s awareness of and responsiveness to the needs of the citizens of Fountain. The Court staff is dedicated to serving the entire community with fairness and respect.

ORGANIZATIONAL CHART



Personnel History				
Position	2008	2009	2010	
Court Clerk	1	1	1	
Deputy Court Clerk	1	1	1	
Part-Time Court Assistant	1	1	1	
Total Full-Time Employees	2	2	2	
Total Part-Time Assistant	1	1	1	

2009 HIGHLIGHTS	2010 GOALS
<ul style="list-style-type: none"> Updated and purged warrant file to reflect only 2000 and up warrants Completed the financial reporting system Revised court forms Completed the SOP for the Court 	<ul style="list-style-type: none"> Access County, State and Federal Court resources through Lexis-Nexis Continue the archiving of historical data Continue the Professional Court Training Program Strategic Plan Goal 14)



Municipal Court

BUDGET

Budget Item	2007 Actual	2008 Actual	2009 Original Budget	2010 Budget
Salaries and Benefits	\$ 156,480	\$187,478	\$181,110	\$ 177,520
Materials and Supplies	\$ 4,221	\$ 4,384	\$ 4,500	\$ 3,500
Purchased Services	\$ 52,603	\$ 55,734	\$ 70,020	\$ 68,010
Fixed Charges	\$ 1,350	\$ 2,583	\$ 3,300	\$ 3,300
Capital				
Total	\$214,654	\$250,179	\$258,930	\$252,330

SIGNIFICANT CHANGES

- 2009 Purchased Services reflects transfer of Jail Services from Police Department budget.

ACTIVITY MEASURES

	2007	2008	2009(6/30)
Traffic Cases Filed	3155	4440	1471
Non-Traffic Cases Filed	491	387	215
Code Enforcement Cases Files	28	82	41
Animal Control Cases Filed	62	17	3
TOTAL Cases Filed	3736	5225	1738
Cases Cleared and Percent	2858 (%)	5117/ 98%	1100/ 63%
Parking Tickets Issued	363	296	180
Cases Filed per FTE	1868	2760	955



Economic Development

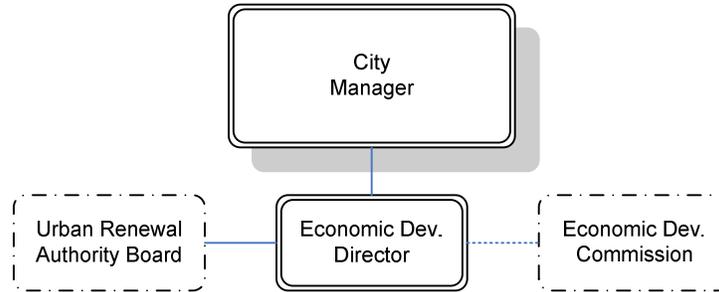
DESCRIPTION

The Economic Development program of the City is housed within the City Manager’s office and oversees all commercial/industrial recruitment and retention activities, as well as oversight of urban renewal.

MISSION STATEMENT

To encourage planned growth by supporting a diverse business community through policies and programs that attract, retain and expand quality businesses.

ORGANIZATIONAL CHART



Personnel History			
Position	2008	2009	2010
Economic Development Director	1	1	1
Total Full-Time Employees	1	1	1

2009 HIGHLIGHTS	2010 GOALS
<ul style="list-style-type: none"> Complete 2009 Economic Development, Incentives Plan and economic impact analysis (Strategic Plan Goal 4) Complete I-25 Exit 128 Gateway Plan Active recruitment to fill empty buildings and build new stores, focusing on Sanmina SCI facility, VA, healthcare providers and retailers Continue signage program Work to establish 3 new business parks Monthly business leaders meetings and bi-weekly local business visits Ombudsman for business development concerns & challenges Serve Urban Renewal Authority and implement US Highway 85 Corridor Plan Participate in regional economic development strategy with key regional partners and define requirements to attract targets Partner with Ft Carson expansion impact plans and sustainability project Create first community visitors guide Promote community at Ft Hood Mountain Post Welcome Recruitment trip to Los Angeles and to retailers at International Shopping Center association meeting 	<ul style="list-style-type: none"> Work to develop Fountain Branding & Image Campaign (Strategic Plan Goal 1) Implement I-25 Exit 128 Gateway Plan Active recruitment to fill empty buildings and build new stores Monthly business leaders meetings and bi-weekly local business visits Ombudsman for business development concerns & challenges Serve Urban Renewal Authority and implement US Highway 85 Corridor Plan (Strategic Plan Goal 1) Continue development of signage program (Strategic Plan Goal 1) Partner with Ft Carson expansion impact plans and sustainability project Recruitment trip to International Shopping Center association meeting Work with Chamber of Commerce on small business friendly practices, processes and promotions update all promotional materials Abate blight to attract quality businesses Work to determine feasibility of health care related facility (Strategic Plan Goal 2)



Economic Development

	<ul style="list-style-type: none"> ○ Work on development of incentives package for business attraction/retention (Strategic Plan Goal 4)
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BUDGET

Budget Item	2007 Actual	2008 Actual	2009 Original Budget	2010 Budget
Salaries and Benefits				
Materials and Supplies	291	292	360	360
Purchased Services	54,706	91,091	356,480	347,220
Fixed Charges				
Capital				
Total	\$54,997	\$91,383	\$356,840	\$347,580

ACTIVITY MEASURES

	2007*	2008*	2009*
Business Contacts - Commercial	NA	NA	NA
Business Contacts - Industrial	NA	NA	NA

* New data to be collected in 2010



Elections

DESCRIPTION

This budget area falls under the purview of the City Clerk’s office and includes coordination with El Paso Election Department on Coordinated Elections and conducting all Special Elections. This is a special budgetary item that only arises during election years.

2009 HIGHLIGHTS	2010 GOALS
<ul style="list-style-type: none"> Election for Mayor and 3 Council members Transportation Ballot Question (Strategic Plan Goal 9) 	<ul style="list-style-type: none"> Potential ballot question relative to Public Safety Funding (Strategic Plan Goal 10, 11, 12)

BUDGET

Budget Item	2007 Actual	2008 Actual	2009 Original Budget	2010 Budget
Salaries and Benefits				
Materials and Supplies	\$11,641	\$4	\$15,000	\$14,000
Purchased Services				
Fixed Charges				
Capital				
Total	\$11,641	\$4	\$15,000	\$14,000



Administration

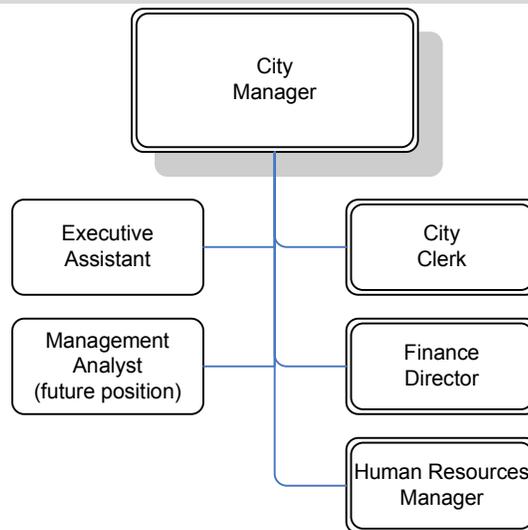
DESCRIPTION

Administration consists of the City Manager’s office, as well as Finance, Human Resources, and City Clerk functions. These offices provide support services to all City departments for such issues as oversight of personnel functions, benefits management, financial functions including: cash management and investments, accounting, financial reporting, budget, debt management, payroll, accounts payable and insurance. Additionally, the City Clerk maintains City records, issues business licenses, and provides Council support, in addition to other duties.

MISSION STATEMENT

Administer the daily operations of the City. Provide service with integrity, professionalism and accountability in an efficient, cost-effective manner. Assist Council in formulating goals, policies and programs.

ORGANIZATIONAL CHART



Personnel History				
Position	2008	2009	2010	
City Manager	1	1	1	
Executive Assistant	1	1	1	
Management Analyst	0	0	1	
City Clerk	1	1	1	
Finance Director	1	1	1	
Human Resources Manager	1	1	1	
GIS Manager	0.2	0.2	0.2	
Housing Authority Executive Director	0.6	0.6	0.6	
Accountant	1	1	1	
Account Clerk	1	1	1	
Human Resources Technician	1	1	1	
Management Assistant	1	1	1	
Administration Assistant	1	1	1	
Total Full-Time Employees	10.8	10.8	11.8	



Administration

2009 HIGHLIGHTS	2010 GOALS
<ul style="list-style-type: none"> • Completed a re-write of Personnel Policies & Procedures Manual • Completed a wage and salary survey • Established a monthly employee news letter • Updated the employee compensation plan • Obtained bids for employee benefits • Obtained bids for employee benefits, consequently reducing overall benefit costs. (Strategic Plan Goal 3) • Established monthly Human Resources training for supervisors and department heads • Received an unqualified audit opinion on 2008 financial statements • Established a Purchasing Card Program • Provided City Council with quarterly financial updates • Completed City's first Strategic Plan Document • Financial Policies and Procedures adopted by City Council • Implemented procedures for citizens for Public to Heard at Council meetings • Continue with in-house enhancements to the City Clerk's website 	<ul style="list-style-type: none"> • Update all employee job descriptions • Revise employee performance review/management system • Expand Human Resource section on City web-site • Place employee handbook on the City web-site • Create a Human Resources Standard Operating Procedures book • Establish a retention schedule for the Human Resources department • Prepare a Comprehensive Annual Financial Report for fiscal year 2009 • Determine the cost of a Document Manager for Historical Documents • Continue with in-house enhancements to the City Clerk's website to include additional information regarding forms, election information, City Codes, and Boards and Commissions • Work to develop an internal "Go Green" program (Strategic Plan Goal 5) • Research and Development of Customer Relationship Management/311 program (Strategic Plan Goal 13)

BUDGET				
Budget Item	2007 Actual	2008 Actual	2009 Original Budget	2010 Budget
Salaries & Benefits	\$349,326	\$418,265	\$418,000	\$435,5800
Materials & Supplies	\$8,247	\$7,175	\$13,130	\$11,900
Purchased Services	\$201,345	\$213,305	\$171,925	\$175,340
Fixed Charges	\$44,659	\$43,309	\$43,300	\$42,600
Capital	\$7,874	\$0	\$0	\$0
Totals	\$611,451	\$682,054	\$646,355	\$665,420

SIGNIFICANT CHANGES

- There is a significant decrease in the Administration budget from 2006 to 2007 because Planning and Engineering Services were moved to a separate center.

ACTIVITY MEASURES			
	2007	2008	2009 (6/30)
# purchase orders processed	4,816	5,040	2,194
# Accounts payable invoices processed	10,951	11,200	5,165
# Payroll checks and notices of deposit processed	5,221	5,271	2,632
# Accounts payable checks processed	6,612	6,160	2,921
Ordinances/Resolutions passed	107	131	40
Business Licenses issued	798	929	812
# of new businesses	244	301	101
Housing starts	319	116	68
Total Meetings recorded	62	50	34



Information Technology Department

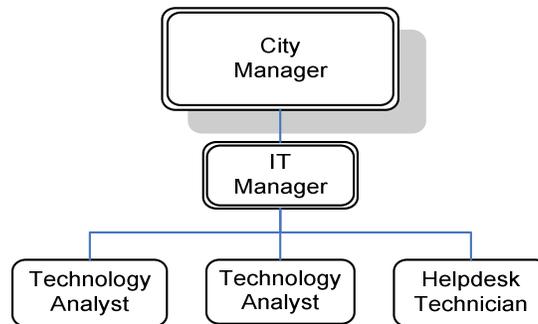
DESCRIPTION

The City of Fountain’s Information Technology Department is located at City Hall. The I.T. Department is responsible for providing support to all City departments for their technology needs, including but not limited to desktop PC support, data networking, Internet access, server and database support, as well as landline and wireless telephone services.

MISSION STATEMENT

The Information Technology Department is committed to providing quality telecommunications and technology services to City departments so that they may better serve the citizens of the City of Fountain. The I.T. Department, through our employees’ vision, skills and commitment to customer service, will provide cost-effective solutions to the present and future technology needs of municipal government in Fountain.

ORGANIZATIONAL CHART



Personnel History			
Position	2008	2009	2010
Manager	1	1	1
Technology Analyst	1	2	2
Help Desk Technician	1	1	1
Total Full-Time Employees	3	4	4

2009 HIGHLIGHTS	2010 GOALS
<ul style="list-style-type: none"> Cooperated with the Electric Department to build an extension to the City’s fiber optic network to connect to the Water and Public Works shops, and Police and Fire Department headquarters. Migrated City to higher capacity fiber Internet service to increase available bandwidth and improve performance to the user community. Supported Utilities Department in evaluating automated meter reading technologies for future upgrade. Updated City’s Internet firewall and security infrastructure. Replaced the security alarm and surveillance system in City Hall. Supported Utilities Customer Service on a migration of their phone system to an IVR application. Requirements currently being evaluated. 	<ul style="list-style-type: none"> Support move of Utilities Customer Service to the historic bank building on Main St. Update and replace technology for City departments as needed. Migrate Utilities Customer Service phone service to an Interactive Voice Response application upon selection of appropriate technologies. Replace Automated Call Distribution telecommunications server for Utilities Customer Service. Implement a Geographic Information System (GIS) mapping database server for the GIS Department. Assist Admin with research and development of CRM/311 program (Strategic Plan Goal 13)



Information Technology Department

<ul style="list-style-type: none"> Implemented remote tele-worker technologies for Utilities Customer Service. Updated and replaced technology for City departments as needed. 	
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BUDGET

Budget Item	2007 Actual	2008 Actual	2009 Original Budget	2010 Budget
Salaries and Benefits	\$234,698	\$259,602	\$262,840	\$255,590
Materials and Supplies	\$199,997	\$259,479	\$304,570	\$211,890
Purchased Services	\$ 86,491	\$99,292	\$167,380	\$215,010
Fixed Charges	-	-	-	-
Capital	\$41,122	-	\$ 12,000	\$46,830
Total	\$562,308	\$618,373	\$746,790	\$729,320

NOTE: Materials and Supplies and Purchased Services items include budgeted items intended for Utilities Department – these items are funded through transfers from the Water and Electric Funds. Capital purchases are included in the appropriate line items in the Electric and Water budgets and are not included in the above figures.

ACTIVITY MEASURES

	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>
Total number of users	172	180	185	230
Total helpdesk work orders	1152	1063	1174	643 YTD
Total workstations	105	129	135	164
User/workstation ratio	1.64	1.40	1.37	1.40
User/support tech ratio (<i>including</i> IT management)	57.33	60.00	61.67	57.5
User/support tech ratio (<i>excluding</i> IT management)	86.00	90.00	92.50	76.7
IT expenditures per FTE	\$2832	\$3469	\$3784	
IT expenditures per workstation	\$4639	\$4841	\$5186	

Metrics to track in future years:

- Server and network resource uptime
- Average work order resolution time



Planning

DESCRIPTION

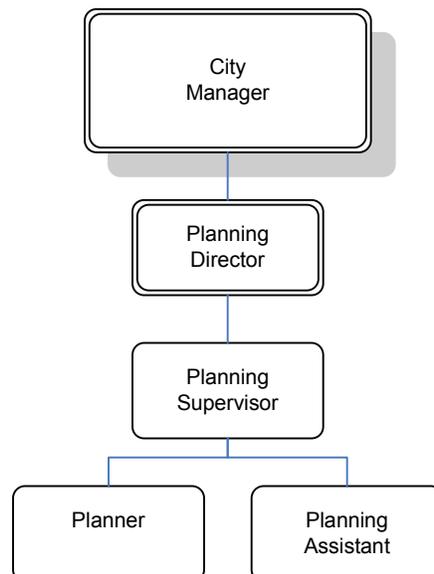
The Planning Department is responsible for administering the policies, programs and regulations that manage the development of the community. The Department ensures the sound management of Fountain’s growth and the protection of its quality of life and economic vitality through comprehensive and long-range planning. The Department guides public and private development through comprehensive planning, development policies and review standards in order to create and maintain a balanced community. The Department’s primary functions are as follows:

- Implements the policies and programs of the Comprehensive Development Plan; Parks, Recreation and Trails Master Plan; Annexation Plan; Traffic Master Plan; Strategic Downtown Plan; and other locally adopted plans.
- Provides professional planning services in support of the City Council, Planning Commission and Board of Adjustment.
- Administers and implements provisions of the Zoning Ordinance and Subdivision Regulations.
- Reviews development proposals relating to annexation, zoning, subdivision, site plan, building permits and other development applications.
- Provides information services to citizens, neighborhood associations, development and business communities and government partners.
- Represents the city in coordination with regional, state and federal agencies to ensure City issues and needs are considered in project development and funding actions.
- Tracks, analyzes and updates socio-economic data including population, housing and employment estimates and projections.

MISSION STATEMENT

To promote the health, welfare, safety and prosperity of all present and future residents of the City of Fountain by effectively planning the physical development of the community. This is achieved through formulation of visionary long-range plans, effective review of proposed land use projects, and judicious enforcement of land development, animal, nuisance and other ordinances.

ORGANIZATIONAL CHART





Planning

Personnel History				
Position	2008	2009	2010	
Director/Deputy City Manager	1	1	1	
Part-Time Planning Supervisor	1	1	1	
Part-Time Planner	1	1	1	
Planning Assistant	1	1	1	
Total Full Time Employees	2	2	2	
Total Part-Time Employees	2	2	2	

2009 HIGHLIGHTS	2010 GOALS
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<ul style="list-style-type: none"> Amended Section 16.21.110 Inactive Files of the Subdivision Regulations. Established review time frames and turnaround goals for zoning and subdivision applications. Initiated annexation of an additional five enclaves and continued processing one enclave that was initiated in 2008. Continued to update the scanned images collection and created additional folders for preliminary plats and site development plans. Applied and received CDBG funds. Continued work on the creation of a Special District Model Ordinance with guidelines and policies. Worked with the U.S. Census Bureau to complete an update of the City's boundaries and street system in anticipation of the 2010 Census. Completed an inventory of all City ordinances, annexation plats and other documents related to annexation, creating a base map for historical reference and documentation. Continued to draft, amend and finalize standard subdivision documents and forms such as subdivision agreements, easements and permits related to the adopted Subdivision Regulations. Processed 17 development applications as of July 1, 2009. Examined the 2002 Zoning Ordinance and drafted a priority list for in-house amendments to the document. Developed and implemented procedures and training opportunities for the Planning Commission. 	<ul style="list-style-type: none"> Complete annexation of priority 1 and priority 2 enclaves. Complete the in-house update to the 2002 Zoning Ordinance to address identified ongoing discrepancies, problems and issues (Strategic Plan Goal 1) Complete a review of City boundaries with the El Paso County Assessor's Office to ensure mapping and tax records are correctly reflected and provide necessary research and documentation. Complete petition of exclusion from the Security Fire District for all affected annexed properties. Complete creation of a Special District Model Ordinance with guidelines and policies. Complete adoption of the new subdivision park and school fees in conformance with the Subdivision Regulations. Create user-friendly GIS maps and work page for Planning by working with the existing GIS personnel and a possible intern. Refine the planning application database to include more information and ease in accessing information and creation of reports and continue researching database software for future acquisition. Continue to update the scanned images collection and create specific location for the files that can be easily accessed by all City Staff. Monitor and reevaluate the Planning Department webpage to ease navigation by the public and development community. Continue to inspect and organize the Planning Department archive files in the basement. Apply for CDBG funding and other grants as eligible.
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BUDGET

Budget Item	2007 Actual	2008 Actual	2009 Original Budget	2010 Budget
Salaries and Benefits	*	*	\$225,380	\$224,210
Materials and Supplies	\$11,600	\$10,300	\$11,180	\$9,150
Purchased Services	\$100,000	\$125,000	\$124,670	\$74,400
Fixed Charges	\$0.00	\$0.00	\$0.00	\$0.00
Capital	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$111,600	\$135,300	\$361,230	\$307,760

Note: * Combined in Planning and Engineering Cost Center.



Planning

ACTIVITY MEASURES			
	2007 ¹	2008 ¹	2009 ²
Number of Applications	Submittals	Submittals	Submittals
Total Applications Received ³	72	77	46
Final Plat/Replat	14	14	0
Site Plan/Landscape Plan	19	9	9
Agreements	30	42	4
Development Review Team	18	19	7
Sign Permit	29	18	8
Home Day Care Permit	34	13	19
Business License Reviews	364	221	308
Average Review/Approval Time ⁴	Days	Days	Days
Administrative Reviews	--	--	11.6
Commission/Council Reviews	--	--	15.6
Sign Permits	--	--	4
Creation, Amendments and/or Updates to Regulatory and Advisory Documents	Action	Action	Action
Subdivision Regulations	Initiated Update	Adopted & Implemented	Amended Section
Zoning Ordinance		Initiated Update	Delayed In-house priority list drafted
Comprehensive Plan			
Annexation Plan	Adopted Plan	Initiated Plan Recommendation	Continued with execution of plan recommendation
Other Plan:			
SH 128 Gateway Study			Participated. Amended Comprehensive Plan

Notes:

1. Information for 2007 and 2008 was not available for all activity measures. Where possible, Planning Staff researched databases, files and other documents to provide the information. In some cases, such as review timeframes, the information has not previously been tracked but will be as a part of this report in the future.
2. 2009 information is that available as of July 1, 2009.
3. Total Applications includes all applications submitted to the Planning Department, including but not limited to: plats, zoning, annexation, conditional use, variance, appeals, encroachments, mergers, site plans, landscape plans, concept plans, service plans, plat corrections, street name changes, fence height exceptions, temporary use permits, zoning compliance letters, etc.
4. Average Review/Approval Time: This time frame is measured in business days and is based only on the time documents are in the control of the Planner. Time is measured from the date of submittal to the date the first review letter is provided to the applicant; the date of resubmittal to the date the second review letter is provided, etc. All review times outside of this are subject to applicant resubmittal time frames which can vary anywhere from one week to one year. The goal is to provide timely Planning Department review turnarounds for each application. Administrative Reviews: final plats, site development plans, etc. Commission/Council Reviews: annexations, zoning, overall development plans, conditional uses, etc.



Planning Department CODE ENFORCEMENT

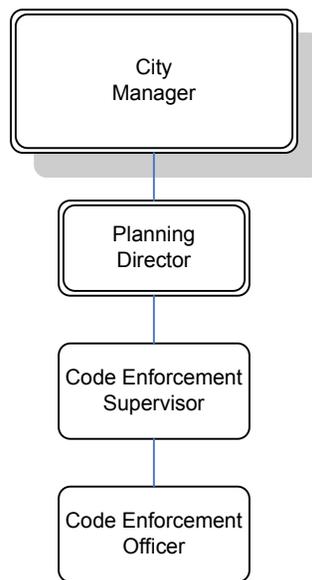
DESCRIPTION

The Code Enforcement Division of the Planning Department is located in City Hall. The Division administrates, supervises, coordinates, and performs activities to ensure compliance with City ordinances. These activities include housing inspections, business license reviews, and addressing nuisances, storage of junk, illegal parking, inoperable vehicles, overgrown weeds, outdoor storage of refuse, property maintenance, and zoning violations. Code Officers are also highly instrumental in the development of new ordinances and the amendment of existing ones related to the health, safety and welfare of citizens. Other related activities include coordination and implementation of community projects with other City Departments, community organizations, and local agencies to enhance neighborhoods and other areas of the City. These projects also include educational and safety programs which enhance the public health, safety, and welfare.

MISSION STATEMENT

The mission of Code Enforcement is to preserve the attractive appearance of neighborhoods in the City of Fountain through fair and comprehensive enforcement of City ordinances, which thereby increases the health, safety, and welfare of citizens.

ORGANIZATIONAL CHART



Personnel History				
<u>Position</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>	
Supervisor	1	1	1	
Enforcement Officer	1	1	1	
Part-Time Enforcement Officer	1	0	0	
Total Full-Time Employees	2	2	2	
Total Part-Time Employees	1	0	0	



Planning Department CODE ENFORCEMENT

2009 HIGHLIGHTS	2010 GOALS
<ul style="list-style-type: none"> Adopted revised ordinances regarding weeds, junk, debris, nuisances, and inoperable vehicles. Developed a new format for Notices of Violation and instituted new policies regarding inspection of properties during patrol activities. Continued community outreach programs for property maintenance and housing repair. Acquired and implemented 800mhz radios into our current communications policies and procedures. Continued the Division's community outreach program of providing free child passenger safety checks and education. 	<ul style="list-style-type: none"> Increase the level of pro-active enforcement of City codes through redistribution of duties and assigned patrol areas in the city. Upgrade record database for easier record input, recording, and retrieval. Continue community outreach programs for property maintenance and housing repair. Implement "in the field" electronic Notice of Violation recording and retrieval through use of laptops and WIFI availability, there by reducing patrol officers' time spent "in office for paperwork". Maintain CACEO certification of all officers through regular training and education. Maintain officer certification in child passenger safety as part of our community outreach program. Develop a standardized program for court ordered community service personnel. Re-implement the Systematic Housing Inspection Program. Develop a joint Community Outreach program with LiveWell Fountain featuring monthly events.

BUDGET

Budget Item	2007 Actual	2008 Budget	2009 Orig. Budget	2010 Budget
Salaries and Benefits	126,078	117,444	116,880	112,380
Materials and Supplies	69,472	1,898	13,570	10,820
Purchased Services		72,725	84,010	80,080
Fixed Charges				
Capital	20,857			
Total	\$216,407	\$192,067	214,460	203,280

ACTIVITY MEASURES

	2007	2008	2009(6/30)
Calls For Service Received	417	373	317
NOVs served	2884	1744	162
Vehicles Towed	57	34	8
Court Cases	25	18	3
Abatements	125	101	4
Liens Placed	143	101	4
Population Served	22,300	23,000	23,000
Number of Complaints per 1,000 population	18.7	16.2	13.7



Police Department OVERVIEW

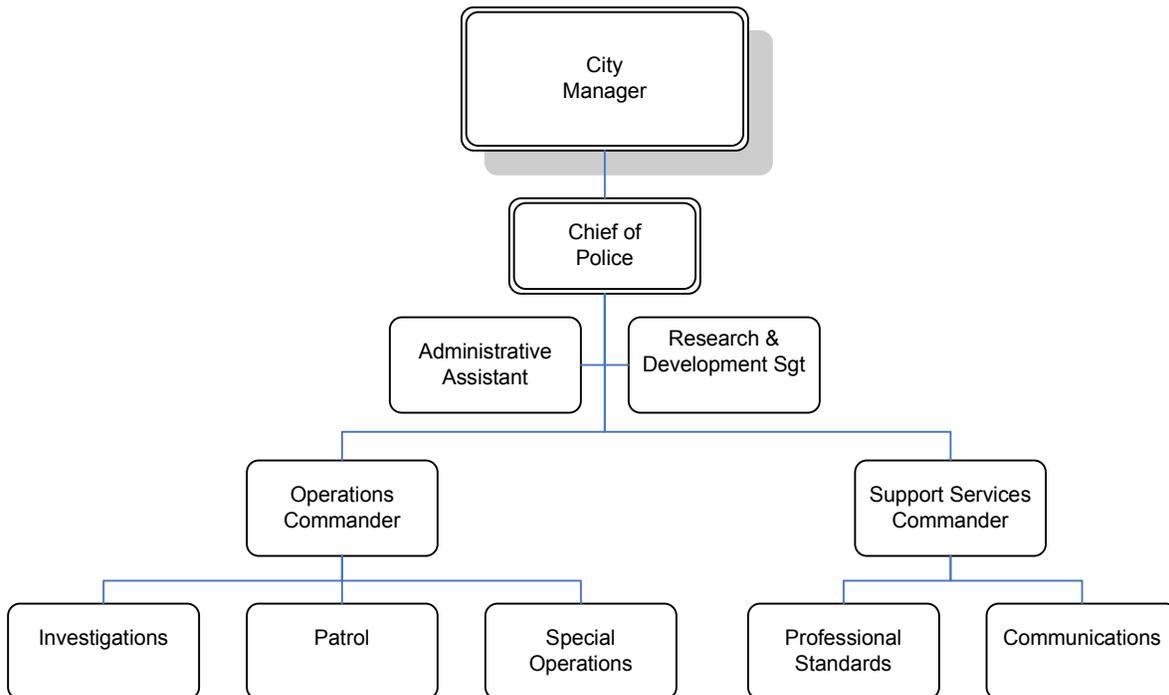
DESCRIPTION

The Police Department provides public safety to the citizens of the City of Fountain; enforces state, county, and municipal laws, investigates crimes, and conducts crime prevention education programs. The department consists of the following divisions: patrol, support services, investigations, and administration. Each division plays a key role in providing safety to our community from patrolling the streets – residential and commercial, answering emergency police/medical calls, responding to emergency calls for service, records management, crime investigation, traffic enforcement and organizational operations, to providing education to our community on crime prevention.

MISSION STATEMENT

The Fountain Police Department, in partnership with our community, is dedicated to improving the quality of life for all.

ORGANIZATIONAL CHART





Police Department OVERVIEW

Personnel History			
<u>Position</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>
Police Administration			
Chief of Police	1	1	1
Management Assistant	1	1	1
Deputy Police Chief	1	0	0
Lieutenant	1	0	0
Police Sergeant	1	1	1
Total Full-Time Employees	5	3	3
Patrol Division			
Commander	0	1	1
Police Sergeant	4	3	3
Police Officer/Corporal	5	4	4
Police Officer/K9	1	1	1
Police Officer	20	21	21
Total Full-Time Employees	30	30	30
Criminal Investigations			
Police Sergeant	1	1	1
Detective	4	5	5
Victim Advocate	0	0	1
Total Full-Time Employees	5	6	7
Support Services			
Commander	0	1	1
Police Sergeant	1	1	1
Communications Supervisor	1	1	1
Communications Officer/Assistant Supervisor	0	1	1
Communications Officer	8	7	7
Part Time Communications Officer	1	1	1
Records Supervisor	0	1	1
Records Technician	3	2	2
Part Time Records Technician	1	1	1
Total Full-Time Employees	13	14	14
Total Part-Time Employees	2	2	2
Total Department Employees (FT)	53	53	54
Total Department Employees (PT)	2	2	2

BUDGET

Budget Item	2007 Actual	2008 Actual	2009 Original Budget	2010 Budget
Salaries and Benefits	\$3,792,084	\$4,050,395	\$4,209,400	\$4,118,900
Materials and Supplies	\$126,929	\$61,326	\$307,930	\$275,020
Purchased Services	\$191,628	\$186,706	\$197,000	\$220,290
Fixed Charges	\$60,674	\$51,436	\$51,620	\$52,240
Capital	\$190,735	\$157,301	\$85,500	\$0
Total	\$4,362,050	\$4,507,163	\$4,851,450	\$4,666,450



Police Department ADMINISTRATION

DESCRIPTION

The Administration Division of the Police Department provides overall supervision, direction and accountability for the Police Department. The Chief of Police is the chief law enforcement officer for the city and provides policy and operational direction to the organization. Administrative Sergeant is responsible for all grant application and maintenance, training, and funding solicitations. The Administrative Assistant provides support to the Administration Division and the entire Police Department, including the processing and coordination of all financial transactions and personnel activities.

MISSION STATEMENT

The Fountain Police Department, in partnership with our community, is dedicated to improving the quality of life for all.

ORGANIZATIONAL CHART



2009 HIGHLIGHTS	2010 GOALS
<ul style="list-style-type: none"> • Cut budget by \$115,000 due to revenue shortfalls • Reorganized the Department to two divisions, Operations and Support Services • Eliminated the Deputy Chief & Lieutenant positions for two Commander Positions • Held an annual department retreat • Created a Strategic Plan • Acquired supplemental funding for radio purchase • Gave presentation to the Department of Defense, Office of Economic Adjustment reference the impact to police services because of Ft. Carson Expansion. 	<ul style="list-style-type: none"> • Develop new pathways for communication. • Integrate technology to improve efficiency • Create Alignment between the police department, City Government, and the Citizens of Fountain • National Accreditation • Develop plan for new Police Operations Center • Establish a Command College • Advocate for Salary Structure • Budget for multiple years • Transition to mobile data systems • New Image & vehicle design



Police Department ADMINISTRATION

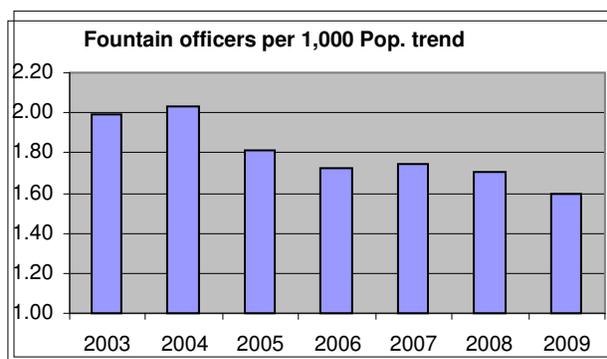
• State accreditation	
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BUDGET

Budget Item	2007 Actual	2008 Actual	2009 Original Budget	2010 Budget
Salaries and Benefits			\$405,160	\$347,040
Materials and Supplies			\$35,940	\$25,080
Purchased Services			\$112,470	\$127,190
Fixed Charges			\$3,860	\$4,000
Capital				
Total			\$557,430	\$503,310

ACTIVITY MEASURES

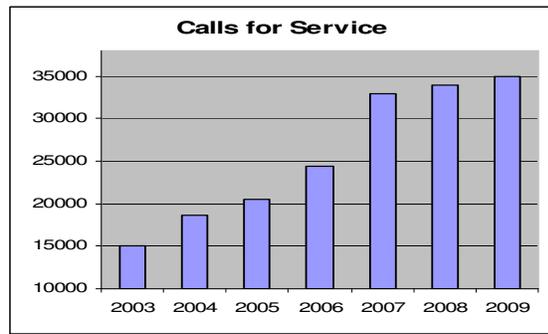
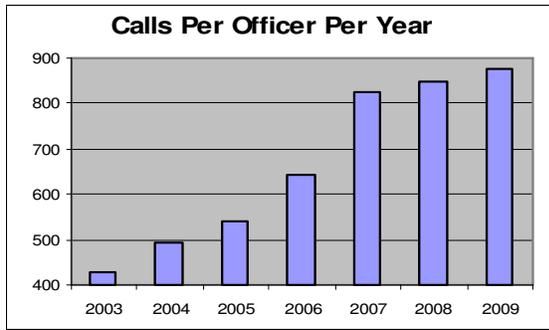
Comparisons	National	West Region	Fountain
Avg. law enforcement sworn and civilian /1,000 pop.	3.5	2.6	2.2
Avg. sworn officers/1,000 pop.	2.4	1.8	1.66
Measures	2007	2008	2009YTD 6/30
Total Complaints against officers filed	36	22	12
Complaint Sustained	20	5	5
Complaint Not Sustained	11	3	2
Complaint Unfounded	4	9	
Complaint Exonerated	1	2	3
Other or To Be Determined	3	3	2



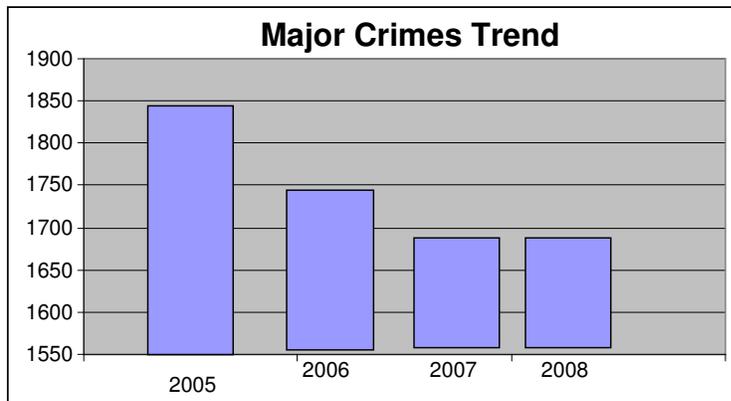
In 2010, it is estimated the Fountain Police Department will handle at least 875 calls for service, per sworn officer. This represents an increase of more than 103% since 2003, when the department handled 430 calls per year, per officer.



Police Department ADMINISTRATION



Despite dramatic increases in demand for service, major crimes occurring within the city declined for the fourth year in a row in 2008.





Police Department PATROL

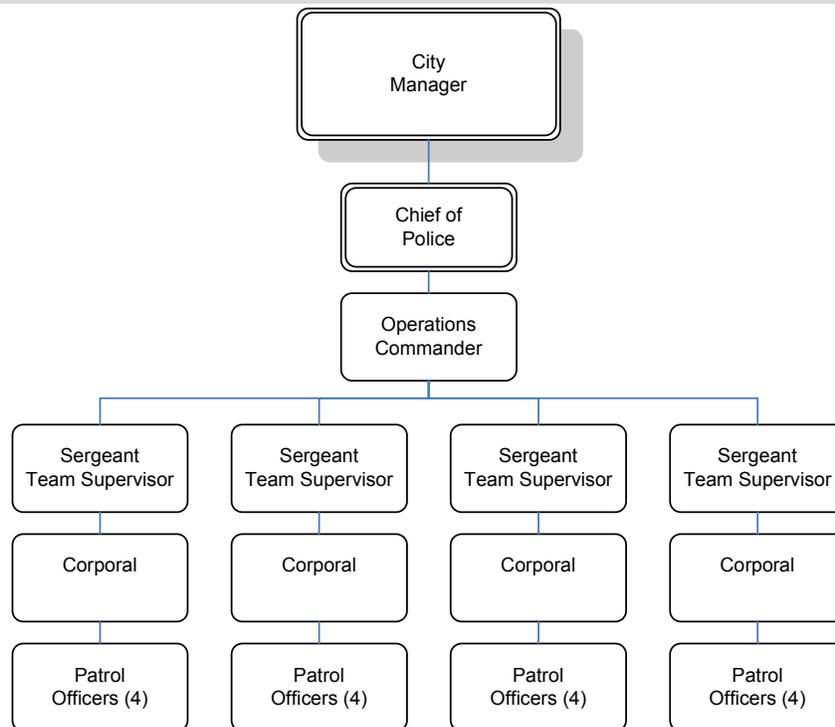
DESCRIPTION

The Patrol Division makes up the largest section of the Police Department and is responsible for handling all citizen calls for service as well as Traffic Enforcement, Random and Directed Patrol, Uniform Services, Neighborhood & Business Watch, SRO, DARE, and Officer Initiated Activities. Officers from each team are assigned to one of four patrol districts and are required to work with each of the other officers assigned to their district to solve problems. Each of the patrol teams is supervised by a sergeant, with assistance of a corporal. The patrol sergeants report to the division commander.

MISSION STATEMENT

The Fountain Police Department, in partnership with our community, is dedicated to improving the quality of life for all.

ORGANIZATIONAL CHART



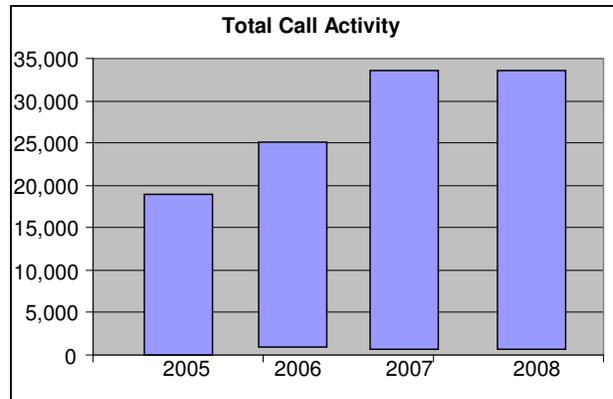
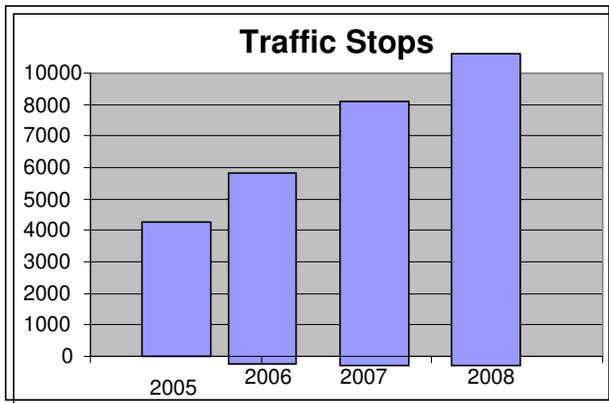
2009 HIGHLIGHTS	2010 GOALS
<ul style="list-style-type: none"> • Completed Active Shooter Exercise with the Fountain – Ft. Carson School District • Tested Leads Online Property search capabilities • Provided support & containment for Ft. Carson Fire • Provided race support services to PPIR event 	<ul style="list-style-type: none"> • Create a citizens police academy • Enhance partnership with School Dist. #8 • Add SRO to middle school • Review DARE program • Send officers to command school for career enhancement • Create new mission for Civilian Volunteer Program



Police Department PATROL

BUDGET				
Budget Item	2007 Actual	2008 Actual	2009 Original Budget	2010 Budget
Salaries and Benefits			\$2,171,900	\$2,355,740
Materials and Supplies			\$215,180	\$205,760
Purchased Services			\$45,290	\$42,120
Fixed Charges			\$25,080	\$25,330
Capital			\$85,500	
Total			\$2,542,950	\$2,628,950

ACTIVITY MEASURES				
	2006	2007	2008	2009 (YTD 06/30)
Population served	20,900 est.	22,300 est.	23,000 est.	23,000 est.
Total Sworn Officers	26	26	26	26
Traffic Stops	6,226	8,409	10,493	4,612
Calls for Service	24,221	32,878	33,097	15,995
Calls/officer	931.6	1,264.5	1272.9	615
Calls/1,000 population	1,158.9	1,474.3	1,439	695





Police Department CRIMINAL INVESTIGATIONS

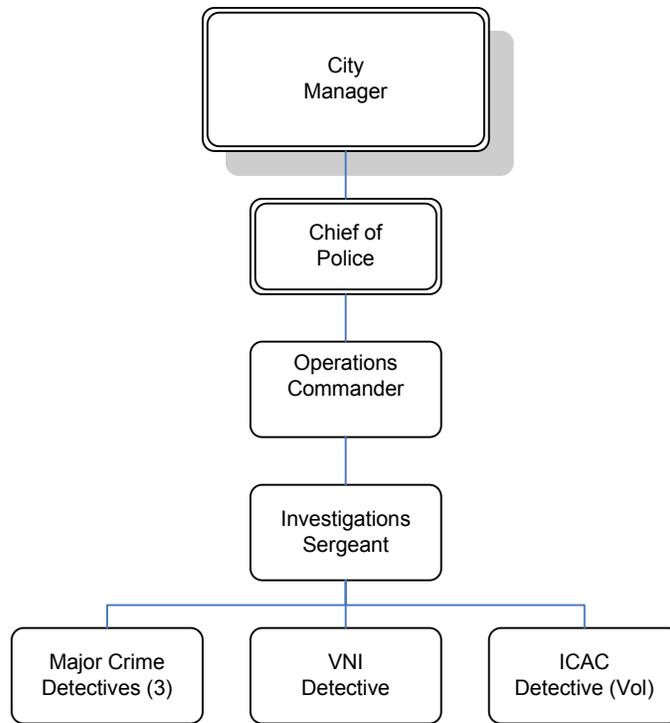
DESCRIPTION

The Criminal Investigations Division is responsible for conducting investigations of major crimes, deaths and other complex or long term investigations. A detective is also assigned to the El Paso – Teller Counties Metro vice Narcotics Investigation Task Force. VNI is made up of detectives from the various municipalities within the two county regions, as well as from the El Paso County and Teller County Sheriff Offices. Additionally, CID participates in the regional Internet Crimes Against Children program.

MISSION STATEMENT

The Fountain Police Department, in partnership with our community, is dedicated to improving the quality of life for all.

ORGANIZATIONAL CHART



2009 HIGHLIGHTS	2010 GOALS
<ul style="list-style-type: none"> • A number of employees participated in the Law Enforcement Torch Run for Special Olympics in May, organized by Sgt Ralph Maher • Sgt Maher attended the 10 week North-western University School of Police Staff and Command (SPSC) beginning in September. • Added a Corporal to the Investigations Personnel. 	<ul style="list-style-type: none"> • Add a Crime Scene Technician to the Colorado Springs Metro Crime Laboratory funded through grant



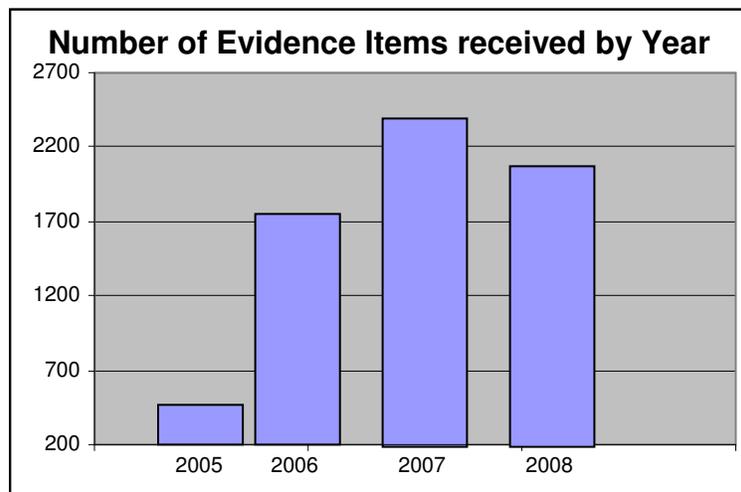
Police Department CRIMINAL INVESTIGATIONS

BUDGET

Budget Item	2007 Actual	2008 Actual	2009 Original Budget	2010 Budget
Salaries and Benefits			\$405,170	\$502,140
Materials and Supplies			\$ 23,350	\$20,390
Purchased Services			\$ 15,260	\$18,170
Fixed Charges			\$ 4,830	\$4,880
Capital				
Total			\$448,610	\$545,580

ACTIVITY MEASURES

Detective Case Assignments	2007	2008	2009(6/30 YTD)
Cases assigned	105	127	87
Cases cleared	51	104	43
Clearance rate	48.57%	82%	49%
Sex Offender Verification & Management			
Avg. # New Registrations/month		1.75	3
Avg. # Re-Registrations/month		9.6	10.6
Time managing sex offenders/year		168 hours	92 hours
VNI Detective Statistics (last 18 months)			
Cases Opened		18	242
Arrest Warrants		9	87
Search Warrants		4	119
Confidential Informant Buys		23	77
Detective Buys		5	174
Felony Arrests		13	100





Police Department SUPPORT SERVICES

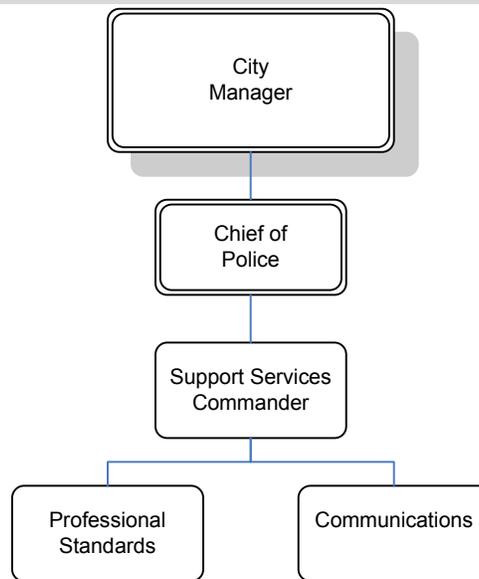
DESCRIPTION

The Support Services Division is commanded by a Commander, who oversees the Records Unit, and the Communications Center, community service unit, reserve unit and V.C.O.P.S. (citizen volunteers). Additionally, the Support Services Division is responsible for the following duties and functions: Budget, Public Information, Internal Affairs, Accreditation, Facilities Maintenance, Vehicle Procurement and Maintenance, Regional Homeland security Liaison, and Human Resources.

MISSION STATEMENT

The Fountain Police Department, in partnership with our community, is dedicated to improving the quality of life for all.

ORGANIZATIONAL CHART



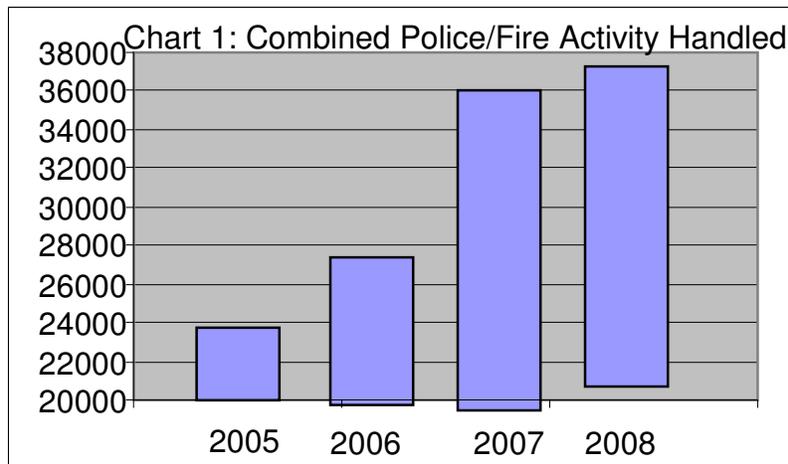
2009 HIGHLIGHTS	2010 GOALS
<ul style="list-style-type: none"> • Seeking State Accreditation from the Colorado Association of Chiefs of Police • Eliminated use of Holding Cells • Conducted website based survey • Creating a 501 3 (c) Fountain Police Foundation • Maintained Dispatch Accreditation • Revised the hiring process • Revised the promotional process to include assessment centers. • Renovated the Communications Center (carpet & paint) • Promoted Mike Haley to Commander • Assigned Sgt. Ralph Maher to Support Services 	<ul style="list-style-type: none"> • Began National Accreditation (CALEA) • Create program for returning war veterans • Create Municipal Drug Paraphernalia Ordinance • Publish an article in a Law Enforcement Publication • Obtain Evidence Dryer



Police Department SUPPORT SERVICES

BUDGET				
Budget Item	2007 Actual	2008 Actual	2009 Original Budget	2010 Budget
Salaries and Benefits			\$1,227,170	\$913,980
Materials and Supplies			\$33,460	\$23,790
Purchased Services			\$23,980	\$32,810
Fixed Charges			\$17,850	\$18,030
Capital				
Total			\$1,302,460	\$988,610

ACTIVITY MEASURES				
	2006	2007	2008	2009 (YTD thru 6/30)
Population Served	20,900	22,300	23,000	23,000 est.
Police/Fire Dispatch calls	27,681	36,554	36,743	17,925
Calls/1,000 population	1,324.4	1,639.2	1,598	1,559 est.
Total Dispatch Staffing	10	10	10	10
Calls/Dispatch Staff member	2,768	3,655	3,674	3,585 est.





Fire Department OVERVIEW

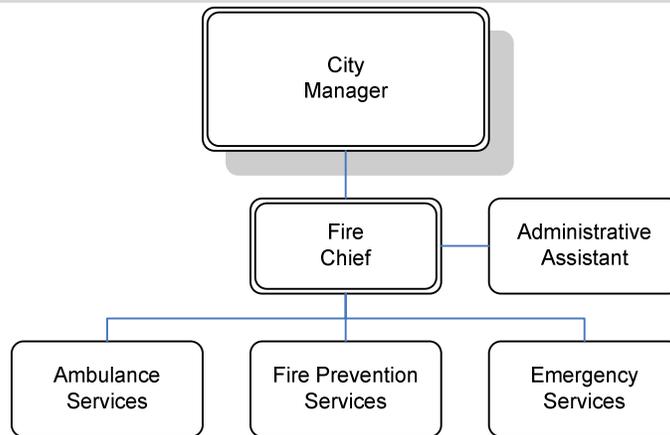
DESCRIPTION

The City of Fountain Fire Department covers a city of 22 square miles with a population of 23,000 citizens. The Department also covers 16 miles of Interstate 25 from mile post 132 south to the Pueblo County line, mile post 116. The Department has 30 career Fire Fighters and 60 Volunteer Fire Fighters and support staff, which work out of three fire stations. The Fire Department provides; Fire Suppression, Fire Prevention and Education, Basic and Advanced Medical Life Support, Ambulance transport, Hazardous Materials Unit, Heavy Rescue Unit, Technical Rescue Team and Wildland Fire Team. Divisions include: Administration, Prevention Services, and Emergency Services.

MISSION STATEMENT

Our mission is to minimize loss of life, suffering and damage due to fire, medical and environmental emergencies within the community of Fountain through public education, code management and incident response.

ORGANIZATIONAL CHART



Personnel History				
Position	2008	2009	2010	
Fire Administration				
Fire Chief	1	1	1	
Administrative Assistant	1	1	1	
Total Full-Time Employees	2	2	2	
Emergency Services				
EMS Captain	1	1	1	
Fire Captain	2	3	3	
Paramedic/Firefighter	4	4	4	
Firefighter	9	8	8	
Part-Time Firefighter	3	3	3	
Total Full-Time Employees	16	16	16	
Total Part-Time Employees	3	3	3	
Prevention Services				
Firefighter	1	1	1	
Total Full-Time Employees	1	1	1	
Total Department Employees (FT)	19	19	19	
Total Department Employees (PT)	3	3	3	



Fire Department OVERVIEW

2009 HIGHLIGHTS

2010 GOALS

Shown in Division Program Budgets

BUDGET

Budget Item	2007 Actual	2008 Actual	2009 Original Budget	2010 Budget
Salaries and Benefits	\$1,456,897	\$1,575,009	\$1,640,250	\$1,653,000
Materials and Supplies	\$ 102,191	\$ 86,614	\$ 152,730	\$ 159,550
Purchased Services	\$ 130,971	\$ 134,856	\$ 134,010	\$ 134,750
Fixed Charges	\$ 29,820	\$ 25,117	\$ 27,030	\$ 27,030
Grant Related Expenses			\$ 10,000	\$ 10,000
Capital	\$ 990,078	\$ 357,530	\$ 49,250	\$ 0
Total	\$2,709,957	\$2,179,126	\$2,013,270	\$1,984,330

ACTIVITY MEASURES

Shown in Division Program Budgets



Fire Department ADMINISTRATION

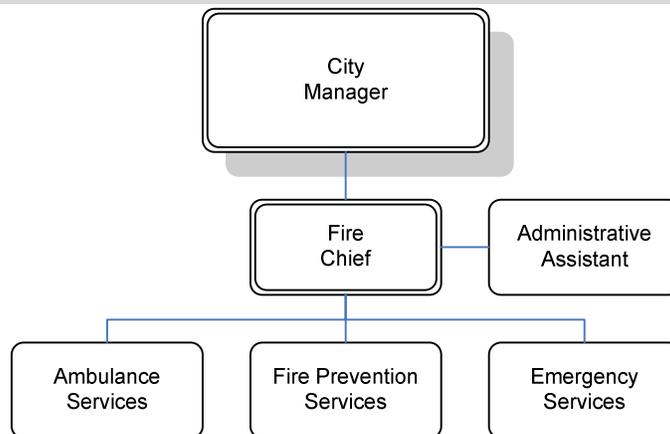
DESCRIPTION

The Fire Department is administered by the Fire Chief, with administrative support provided through an Administrative Assistant. Fire administration is responsible for the management and leadership of the Department in its entirety. This includes planning, structuring, establishing direction, coordinating, conducting programs, staffing, evaluating, and financial management.

MISSION STATEMENT

Our mission is to minimize loss of life, suffering and damage due to fire, medical and environmental emergencies within the community of Fountain through public education, code management and incident response.

ORGANIZATIONAL CHART



2009 HIGHLIGHTS	2010 GOALS
<ul style="list-style-type: none"> Held internal EMT/Paramedic refresher course saving \$10,000 in training cost. Monitored the federal stimulus fire station construction grant. Submitted 2009 Federal Firefighters assistance grant Secured a \$10,000 RETAC grant to purchase medical equipment Secured a \$1,000 grant from the Fountain Valley School to purchase smoke alarms for citizens Secured a grant from the ESA to purchased car seats for needy families 	<ul style="list-style-type: none"> Secure 2009 Federal fire grant Increase volunteer firefighters by 10 Apply for Federal Firefighters assistance grant Complete Firefighter pension to FPPA Complete update of Emergency Operations Plan Work to develop long-term sustainable funding for public safety needs (Strategic Plan Goal 10, 11). Apply for the federal stimulus fire station construction grant (Strategic Plan Goal 12)

BUDGET

Budget Item	2007 Actual	2008 Actual	2009 Original Budget	2010 Budget
Salaries and Benefits			\$172,670	\$193,740
Materials and Supplies			\$ 11,860	\$ 10,870
Purchased Services			\$103,140	\$103,510
Fixed Charges			\$ 27,030	\$ 27,030
Capital				
Total			\$314,700	\$335,150



Fire Department ADMINISTRATION

ACTIVITY MEASURES			
	2007	2008	2009
Career fire staffing – On duty daily	Fountain: 7 Nat. stdrd: 18	Fountain: 7 Nat. stdrd: 18	Fountain: 7 Nat. stdrd: 18
Volunteer firefighter working hours. Annual financial savings	\$2,371,200	\$1,112,100	6/30: \$355,000
Operating expenditures	\$268,195	\$272,435	\$142,030
Capital expenditures	\$990,078	\$277,569	\$0
Customer satisfaction rating	110 Sent 55 Received	125 Sent 65 Received	6/30: 0 Sent
Excellent:	96.5%	96.5%	0%
Above average:	2%	2%	0%
Acceptable:	1.5%	1.5%	0%
Less than acceptable:	0%	0%	0%
Poor:	0%	0%	0%



Fire Department EMERGENCY SERVICES

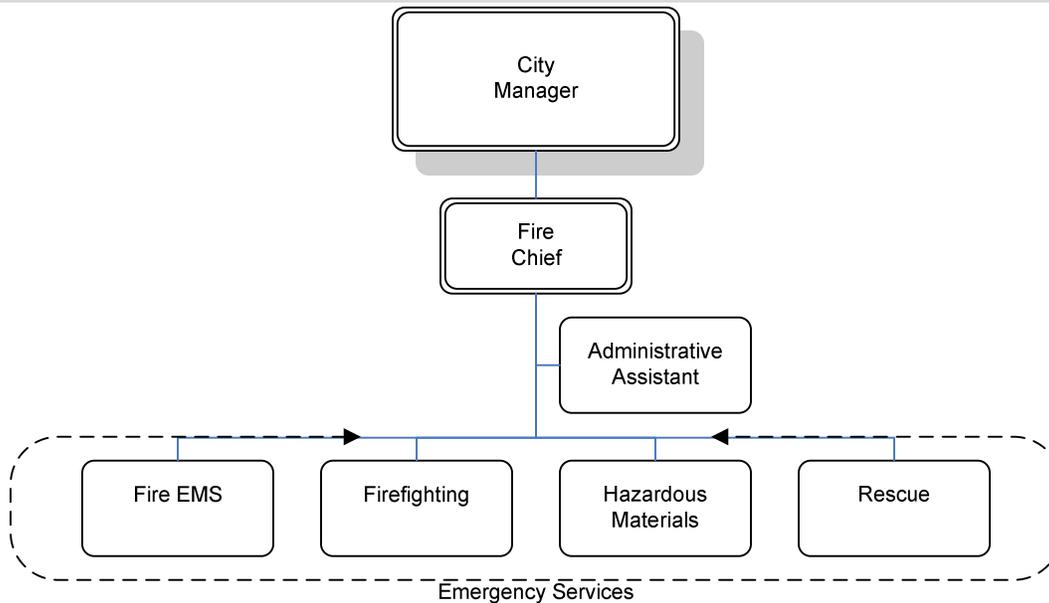
DESCRIPTION

The Fire Department Emergency Services provides; Fire Suppression, Basic and Advanced Medical Life Support, Ambulance transport, Hazardous Materials mitigation, Rescue, and Technical Rescue.

MISSION STATEMENT

Our mission is to minimize loss of life, suffering and damage due to fire, medical and environmental emergencies within the community of Fountain through public education, code management and incident response.

ORGANIZATIONAL CHART



2009 HIGHLIGHTS	2010 GOALS
<ul style="list-style-type: none"> Replaced three bay door motors station # 1 Increase internal EMS training programs Fire Chief appointed to the 911 Authority Board Installed vehicle exhaust system in fire stations # 1 and 2 at a cost of \$70,000. The system was paid for by a Federal grant. Increased volunteer firefighter X 12 	<ul style="list-style-type: none"> Increased volunteer firefighters X 10 Create state firefighter training program for Tire fires Continue upgrade of technical rescue equipment Replace five sets of Firefighting Personal Protective Equipment Replace old fire hose Increase HazMat training between Fountain Haz Mat and Colorado Springs Haz Mat teams

BUDGET

Budget Item	2007 Actual	2008 Actual	2009 Original Budget	2010 Budget
Salaries and Benefits			\$1,380,960	\$1,402,950
Materials and Supplies			\$ 135,570	\$ 145,800
Purchased Services			\$ 29,470	\$ 27,340
Fixed Charges				
Grant Related Expenses			\$ 10,000	\$ 10,000
Capital				
Total			\$1,556,000	\$1,586,090



Fire Department EMERGENCY SERVICES

ACTIVITY MEASURES			
	2007	2008	2009 (6/30)
Alarms - Total calls for service	3,248	3,440	1,820
Land area protected. In square miles	13 + 12 miles of Interstate 25	13 + 12 miles of Interstate 25	21 + 12 miles of I-25
Wildland fires. Area burned, in city limits, by acres	2	14	6
Arson fires	32	35	15
# of calls arrived at in under 5 minutes	2,396	2,468	839
# of calls arrived at in over 5 minutes	852	972	981
Average response time - FIRE	5 min 30 sec	5 min 15 sec	5 min 42 sec
Average response time - EMS	4 min 30 sec	4 min 49 sec	4 min 52 sec
Property threat -Total value of property threatened by fire	\$20,802,533	\$20,468,153	\$13,853,500
Property lost- Total value of property burned	\$1,380,935	\$571,699	\$584,531
Property saved –Total value of property saved	\$19,421,598	\$19,896,484	\$13,268,969
False alarms	129	132	85
Total calls/1,000 pop.	146	149	79
Total Emergency Services FT Staff	18	18	18
Calls/Full Time Equivalent	180.4	191.1	101.1



Fire Department PREVENTION SERVICES

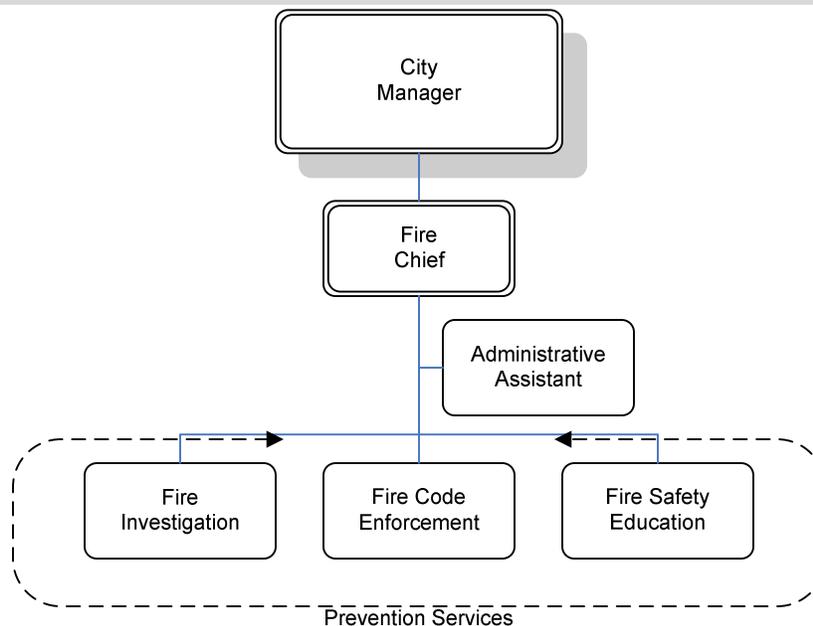
DESCRIPTION

The Fire Prevention Division is responsible for the implementation, administration and enforcement of fire and life safety codes and the prevention of fires. The Fire Prevention Division includes Fire Inspection, Fire Code Enforcement, Fire Investigation, Public Education, Juvenile Firesetter Intervention Program, Plan Review, Hazardous Material Management Planning, Issue Permits, Fire Protection Engineering and Pre-Incident Planning.

MISSION STATEMENT

The Mission of the City of Fountain Fire Department, Prevention Division is to reduce City of Fountain fire incident frequency, monetary loss, and resulting injuries and deaths, through fire inspections, fire investigations, public education and other fire prevention activities.

ORGANIZATIONAL CHART



2009 HIGHLIGHTS	2010 GOALS
<ul style="list-style-type: none"> • Completed Fire and Safety Inspections of all Schools. • Completed City Fire Extinguisher Inspections. • Started scanning plans into the city computer data base for pre-planning. On-going • Completed fire pre-incident plans for all target hazards for district 1 • Coordinated Fire Safety Fair at Wal-Mart. June 2009 • Attended all of the Colorado Springs-El Paso County Joint Fire Investigation meetings. 	<ul style="list-style-type: none"> • Complete 60 % of all Businesses Annual Inspections. • Target hazard list developed and maintained. • Quarterly public education programs in addition to Fire Prevention Week. • Conduct a fire & explosion investigation course. • Fire pre-incident plans for all target hazards for district 3.



Fire Department PREVENTION SERVICES

BUDGET

Budget Item	2007 Actual	2008 Actual	2009 Original Budget	2010 Budget
Salaries and Benefits			\$56,620	\$56,310
Materials and Supplies			\$ 5,300	\$ 5,380
Purchased Services			\$ 1,400	\$ 1,400
Fixed Charges				
Capital				
Total			\$63,320	\$63,090

ACTIVITY MEASURES

	2007	2008	2009 (6/30)
# of children that received fire prevention education	5,114	5,014	844
# of adults that received fire prevention education	2,252	2,452	415
# of completed fire inspections	183	339	139
# of fire investigations	161	147	76
# of plan reviews completed	100	78	48
# of juvenile fire setter assessment interviews conducted	18	22	6



Public Works Department OVERVIEW

DESCRIPTION

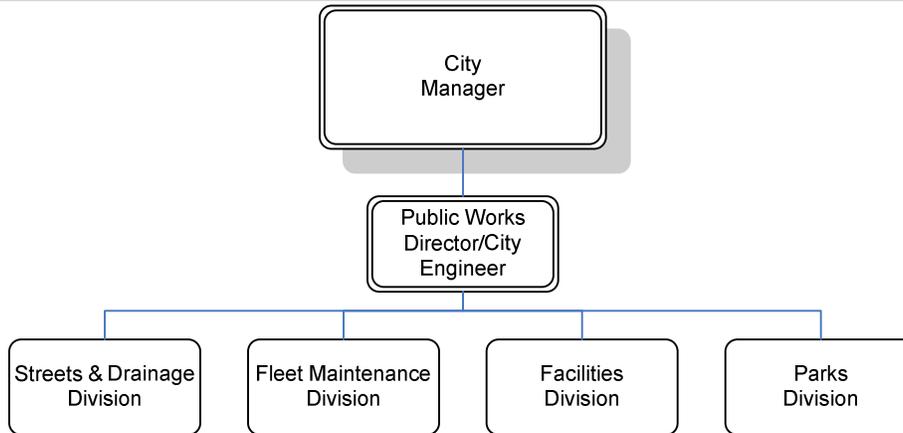
The Public Works Department is one of the primary operational departments of the City, consisting of 5 divisions:

- Administration/Engineering
- Streets & Drainage
- Parks
- Fleet Maintenance
- Facility Maintenance

MISSION STATEMENT

The Department of Public Works, utilizing limited available resources and guided by common sense, accountability and compassion strives to plan, construct, maintain and support safe and efficient public facilities, infrastructure and services in order to meet the quality of life demands of our growing diverse community.

ORGANIZATIONAL CHART



2009 HIGHLIGHTS

2010 GOALS

Shown in Division Program Budgets

BUDGET

Budget Item	2007 Actual	2008 Actual	2009 Original Budget	2010 Budget
Salaries and Benefits	\$1,016,579	\$1,052,524	\$1,075,400	\$1,186,120
Materials and Supplies	\$396,753	\$351,435	\$429,255	\$478,540
Purchased Services	\$411,123	\$534,212	\$310,990	\$246,910
Fixed Charges	\$45,144	\$37,840	\$39,480	\$39,450
Capital	\$539,420	\$122,882	\$80,550	\$35,800
Total	\$2,409,019	\$2,098,893	\$2,745,795	\$1,986,820

ACTIVITY MEASURES

Shown in Division Program Budgets



Public Works Department ENGINEERING/ADMINISTRATION

DESCRIPTION

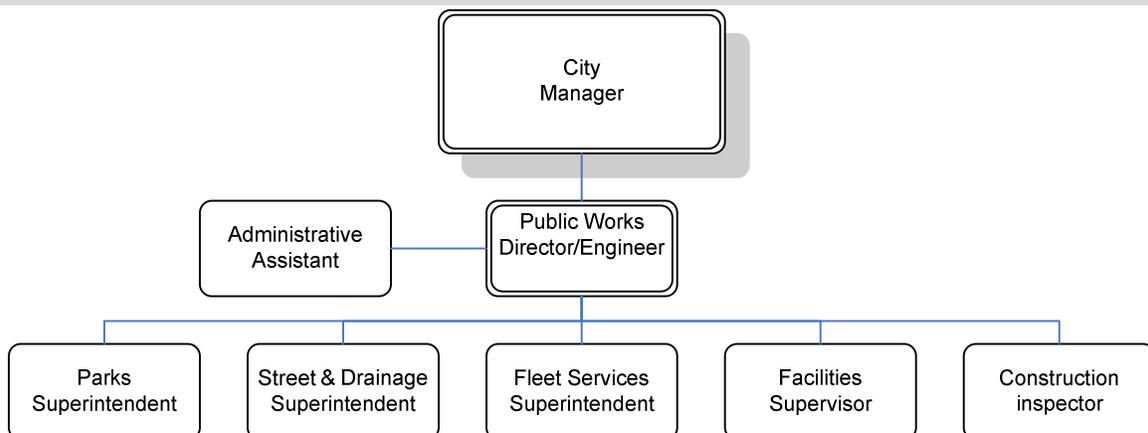
The Public Works Department Engineering/Administration Division office is on the first floor of City Hall. The Division has one full-time Director/City Engineer, one full-time Administrative Assistant and one full-time Construction Inspector. The Construction Inspector position time is actually split 50% Public Works Department and 50% Water Department. The Engineering/Administration Division thus has a total of 2.5 full time equivalent staff to perform the following responsibilities:

- Board & Commission support for the City Council, Planning Commission, Parks & Recreation Advisory Board, and the Heritage Special Improvement District.
- Participation in regional boards and committee's, including the El Paso County Major Thoroughfare Task Force Advisory Board & Committee, Pikes Peak Area Council of Government (PPACG) Transportation Advisory Committee, and the PPACG Fountain Creek Watershed Technical Advisory Committee.
- Colorado Dept. of Transportation Permit Coordination
- Railroad/Public Utilities Commission Coordination
- Administration of the Public Works Department including budgetary development and oversight, personnel management, and development of policies and procedures.
- Facilities Management
- Storm Water Management, Erosion Control, and Drainage Basin Planning
- Development-related responsibilities, including Subdivision/Annexation Agreements Review, Subdivision/Development Improvements Review, Pre-Construction Utility Coordination, Public Improvements Construction Inspection, Grading & Drainage Permits, and Street & Drainage Construction Standards.
- Transportation/Traffic/Transit Engineering & Planning
- Contract Engineering Services Administration
- Parks & Open Space Acquisition & Planning
- Right-of-Way Management & Encroachment Permits
- Grant Administration & Project Management

MISSION STATEMENT

The Department of Public Works, utilizing limited available resources and guided by common sense, accountability and compassion strives to plan, construct, maintain and support safe and efficient public facilities, infrastructure and services in order to meet the quality of life demands of our growing diverse community.

ORGANIZATIONAL CHART





Public Works Department ENGINEERING/ADMINISTRATION

Personnel History			
Position	2008	2009	2010
Public Works Director	1	1	1
Administration Assistant	1	1	1
Construction Inspector	0.5	0.5	0.5
Total Full-Time Employees	1.5	2.5	2.5
Total Part-Time Employees	1	0	0

2009 HIGHLIGHTS	2010 GOALS
<ul style="list-style-type: none"> Updated Street Geometric Design & ADA Ramp Standards – Low Impact “Moving Fountain Forward” Ballot Measure On November 2009 Election (Strategic Plan Goal 9) Secured El Paso County CDBG Grant for Downtown Sidewalks & ADA Ramps Implement Public Works Management Software Implemented New State MS4 Permit Complete Storm Water Utility Needs Assessment Duckwood RR Crossing Design & Acquire ROW for C&S Road Extension 	<ul style="list-style-type: none"> Secure Railroad, CDOT & PUC Approval for Mesa Rd. Crossing Relocation to Duckwood Rd. Implement “Moving Fountain Forward” Project If Ballot Measure Passes (Strategic Plan Goal 9) Complete CDBG Downtown Sidewalks & ADA Ramp Project Update Public Works Webpage Maintain State MS4 Permit Program Secure Funding & Implement Storm Water Utility

BUDGET				
Budget Item	2007 Actual	2008 Actual	2009 Original Budget	2010 Budget
Salaries and Benefits	*	*	\$ 175,540	\$ 168,660
Materials and Supplies	*	\$ 6,530	\$ 7,150	\$ 5,300
Purchased Services	*	\$ 150,972	\$ 68,600	\$ 60,150
Fixed Charges	*	0	0	0
Capital	*	0	0	0
Total	*	*	\$ 251,290	\$ 234,110

* - Budget shared with City Administration & Planning Departments

ACTIVITY MEASURES				
Activity Item	2006	2007	2008	2009
Full – Time Employees	2	2	1.5	2.5
Part - Time Employees	1	1	1	0
Consultant Contracts	--	7	6	3
Construction Contracts	--	3	3	3
Construction Permits	508	373	166	--
Major Subdivisions & Development Projects	19	25	23	--
Project Not In Warranty	9	17	13	--
Projects In Warranty	8	3	9	--
Projects Final Accepted	2	5	2	--
Development Plats & Plans Reviewed	77	61	42	--
Development Agmts Reviewed	61	38	42	--

-- Data not currently available.



Public Works Department STREET & DRAINAGE

DESCRIPTION

Street & Drainage Division Office/Maintenance Facility is located at 415 West Alabama Avenue. The Division is currently staffed with one full-time Superintendent and six full-time Maintenance Workers and three part-time Seasonal Maintenance Workers. The Superintendent The Street & Drainage Division currently maintains a total of 99 miles of roads, four bridges, two traffic signals, seven lighted school crossing, +/- 420 storm drainage inlets, several drainage detention ponds and miles of storm drain pipes that are currently being inventoried

Over the last decade the Street & Drainage Division infrastructure maintenance responsibilities have greatly increased due to the very high suburban growth rate of the community. During this same time period construction and maintenance costs have escalated to very high inflationary levels. The City continues to accept new subdivision infrastructure without adequate long term infrastructure maintenance funding sources. The Street & Drainage Division continues to defer infrastructure maintenance, defer capital expenditures and limit staffing levels in order to balance the budget. This short-term band-aid budget approach will ultimately be detrimental to the City in the long-term especially for street pavements that generally have 20-year design life.

The Street Division operations and capital improvements are primarily funded by City General Funds, State/Federal Gas Tax Revenue and occasional grants. The Street & Drainage Division performs the following major responsibilities:

- Snow Removal & Ice Control
- Street Sweeping – roads, walks, parking lots
- Pavement Management Systems
- Street Paving, Patching & Crack Sealing
- Streetscape, Shoulders & Sidewalks
- Traffic Signals, Striping & Signage
- Drainage Facilities – curbs, culverts, storm sewers, etc.
- Mowing & Weed Control
- Community Special Events including City Spring Cleanup, Thunder In The Valley, Blast Dance, Labor Day Parade, Harvest Moon Festival and Cowboy Christmas
- Support Other Departments with labor, materials and equipment.

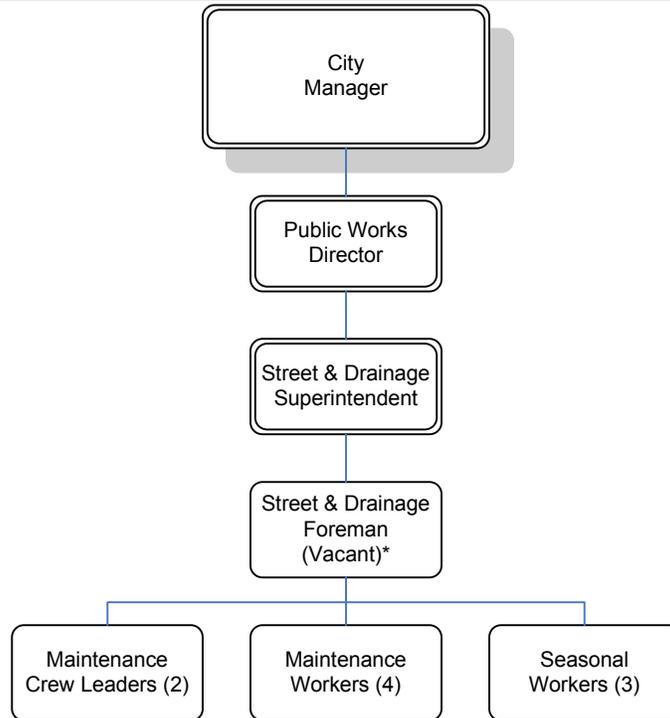
MISSION STATEMENT

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Public Works Department STREET & DRAINAGE

ORGANIZATIONAL CHART



*Foreman Assigned to City Manager's office as Neighborhood Response Specialist

Personnel History				
<u>Position</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>	
Supervisor	1	1	1	
Neighborhood Response Specialist	0	0	1	
Street & Drainage Foreman	1	1	0	
Street Maintenance Worker II	2	2	2	
Street Maintenance Worker I	4	4	4	
Seasonal Street Maintenance	4	3	4	
Total Full-Time Employees	8	8	8	
Total Seasonal Employees	4	3	3	

2009 HIGHLIGHTS

- Begin Implementation Work Order & Asset Management Software
- "Moving Fountain Forward" Ballot Measure On November 2009 Election
- Pavement Resurfacing Placed On Hold Due to Budget Cuts
- Installed School Crossing Warning Lights At Three Locations
- Secured Community Development Block Grant for Downtown Sidewalk Corner Ramp Improvements
- 50/50 sidewalk Program Placed on Hold Due to Budget Cuts

2010 GOALS

- Fully Implement Work Order & Asset Management Software
- Collect Baseline Data Needed for Activity Measure Evaluations
- Increase Pavement Resurfacing Depending Upon Budgeted Funds
- Install Thermoplastic Markings at School Crossings
- Continue ADA Sidewalk Ramp Improvement Program
- Secure Storm Water Utility Funding
- Continue 50/50 Sidewalk Program
- Improve Street Sweeping



Public Works Department STREET & DRAINAGE

<ul style="list-style-type: none"> • Annual Spring Clean-up • Improve Annual Storm Drain Facilities Maintenance • Resolved New Street Sweeper Problems • Storm Water Facilities GIS Mapping • One Street Maintenance Worker Temporarily Reassigned to Parks Division 	<ul style="list-style-type: none"> • Continue Annual Spring Clean-up • Increased Capital Improvements Depending Upon Budgeted Funds
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BUDGET

Budget Item	2007 Actual	2008 Actual	2009 Original Budget	2010 Budget
Salaries and Benefits	\$ 577,740	\$ 616,290	\$ 637,290	\$ 613,790
Materials and Supplies	\$ 245,644	\$ 229,009	\$ 367,340	\$ 338,890
Purchased Services	\$ 319,427	\$ 246,567	\$ 144,355	\$ 124,810
Fixed Charges	\$ 26,667	\$ 21,690	\$ 22,100	\$ 22,100
Capital	\$ 308,244	\$ 122,882	\$ 102,562	\$ 27,800
Total	\$ 1,477,722	\$ 1,236,438	\$ 1,273,647	\$ 1,127,390

ACTIVITY MEASURES

Activity Item	2006	2007	2008	2009
Full – Time Employees	7.5	7.5	7.5	6.5
Seasonal Employees	2	3	3 Short Season	3
Total Gravel Road Miles	3.2	3.4	3.4	--
Total Paved Road Miles	85.8	89.0	99.1	--
New Paved Road Miles	11.4	4.0	6.7	--
Pave Road < 5 Yrs Old	24.0	25.0	27.0	--
Paved Road Miles > Satisfactory Condition	77.0	72.4	86.4	--
Paved Road Miles in Poor Condition	8.8	12.8	12.7	--
Resurfacing (Sq. Yds)	12,098	18,561	9094	0
Seal Coatings (Sq. Yds)	0	0	4828	0
Crack Sealing (Tons)	1.5	1.5	1.5	3.5
50/50 Sidewalk Program # Locations / Sq. Ft.	17 / 4004	18 / 3331	22/3956	0
Traffic Signals	1	1	2	2
Pedestrian Cross Walks	73	77	79	75
School Crossing Signals	0	1	4	7
Drainage Facilities	--	--	--	Currently Being Inventoried

-- Street pavement data will be available in January 2010.



Public Works Department FACILITY MAINTENANCE

DESCRIPTION

The Division has one full-time Facility Supervisor and one full-time Custodian. The Division maintains eight major City facilities and supports all City Departments. Some major building repair projects and services such as heating, ventilation and air conditioning (HVAC) repairs and maintenance are contracted out. Facility Division major responsibilities are as follows:

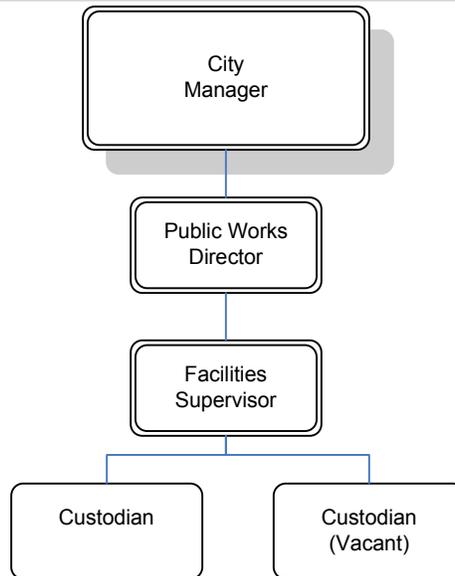
- Building Remodeling & Repairs
- Custodial Services
- HVAC Services

Major City Facility Buildings include: City Hall, Police/Fire Station #1, Fire Station #2, Fire Station #3, Chamber/Museum/Community Center, Water/Streets/Parks, Fleet/Electric and George Samure Building (aka: Walt Fortman Center).

MISSION STATEMENT

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ORGANIZATIONAL CHART



Personnel History			
<u>Position</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>
Facility Maintenance Worker	1	1	1
Custodian	2	2	1
Total Full-Time Employees	3	3	2

2009 HIGHLIGHTS	2010 GOALS
<ul style="list-style-type: none"> • Street & Water Ceiling Replacement • Samure Bldg. Roof Repair • City Hall Entry Column Repair • Custodian Quit & Position Not Filled 	<ul style="list-style-type: none"> • Samure Bldg. Furnace & Water Heater • Fire Station Bay Heaters • Implement Public Works Management Software



Public Works Department FACILITY MAINTENANCE

BUDGET				
Budget Item	2007 Actual	2008 Actual	2009 Original Budget	2010 Budget
Salaries and Benefits	\$ 132,504	\$ 147,560	\$ 156,040	\$ 96,320
Materials and Supplies	\$ 114,851	\$ 90,997	\$ 126,500	\$ 80,500
Purchased Services	\$ 37	\$ 834	\$ 3,500	\$ 8,600
Fixed Charges	\$ 0	\$ 0	\$ 0	\$ 0
Capital	\$ 6,410	\$ 0	\$ 0	\$ 0
Total	\$ 253,802	\$ 239,391	\$ 286,040	\$ 185,420

Note: Heating, Ventilation & Air Conditioning (HVAC) Maintenance Contract in the amount of \$40,140 is charged directly to respective City departments and is not included above.

ACTIVITY MEASURES				
Activity Item	2006	2007	2008	2009
Full – Time Employees	3	3	3	2
Part - Time Employees	0	0	0	0
Service Contracts	1	1	1	1
Custodial Service Requests	--	--	--	--
Custodial Expenditures Per Sq.Ft. Maintained	--	--	--	--
Bldg Repairs Expended Per Sq.Ft. Maintained	--	--	--	--

-- Data not currently available.



Public Works Department PARKS & CEMETERY

DESCRIPTION

Parks Division Office/Maintenance Facility is located at 415 West Alabama Avenue. The Division has one full-time Superintendent, two full-time Maintenance Workers and up to seven part-time Seasonal Maintenance Workers. The Parks Division currently maintains eight recreational parks, three open space parks, five recreation trails, one dancing fountain, one splash pad, one cemetery, three streetscape areas and one park & ride facility. The Parks Division operations and facility improvements are primarily funded by City General Funds, Colorado Lottery Conservation Trust Funds, City Development Park Impact Fees and various Public/Private Grants. The Parks Division performs the following major responsibilities:

- Parks include: Aga, Conley, Cumberland Green (2010), Fountain Mesa, Hibbard, Lindamood, Mayors/Veterans & Metcalfe
- Recreation Facilities & Playgrounds, including Ball Fields, the Splash Pad, and the Dog Park.
- Open Space Parks include: Adams, Jimmy Camp Confluence & Heritage
- Trails including Adams, Metcalfe, Hibbard, Cross Creek & Fountain Mesa
- Cemetery
- City Buildings/Facilities Turf & Landscape maintenance and Sidewalk Snow Removal
- Fountains including City Hall & Mayors Park
- Rights of Way landscaping such as Streetscape & Street Trees, Park & Ride Landscape, and City Gateway Signage & Landscape.
- Mosquito Control
- Heritage Special Improvement Maintenance District
- Parks & Recreation Advisory Board Meetings
- Community Events Including Arbor Day

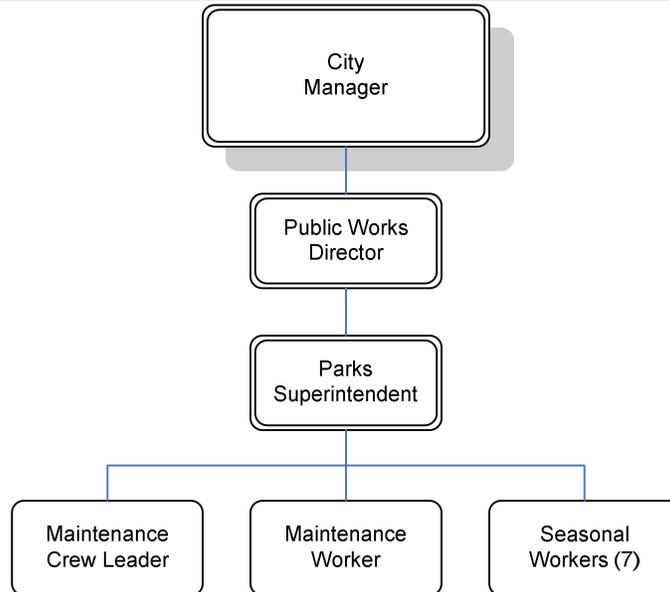
MISSION STATEMENT

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Public Works Department PARKS & CEMETERY

ORGANIZATIONAL CHART



Personnel History			
<u>Position</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>
Parks Superintendent	0	0	1
Parks Foreperson	1	1	0
Parks Maintenance II	0	2	2
Parks Maintenance I	2	0	0
Seasonal	10	8	7
Total Full-Time Employees	3	3	3
Total Seasonal Employees	10	8	7

*No seasonal hired during 2009 due to budget constraints

2009 HIGHLIGHTS	2010 GOALS
<ul style="list-style-type: none"> • Constructed Aga Park Splash Pad • Completed Aga Park North Expansion • Repaired Mayors Park Fountain • Veterans Memorial Expansion at Mayors Park • Dog Park Improvements & Expo • 1st Phase Construction of Cross Creek Park Soccer Complex • Completed Adams Open Space Management Plan • Metcalfe Park Baseball Sewer Upgrade • Arbor Day Tree Plantings in Heritage Subdivision • Riding & Roping Arena Lighting & Dust Control System Improvements • Supported Heritage Special Improvement Maintenance District • Parks, Open Space & Trail Improvements and Cleanup Efforts by Numerous Volunteer 	<ul style="list-style-type: none"> • Heritage Park Trailhead Playground • Fountain Mesa Bathroom Remodel • Cumberland Green Disk Golf Course • Complete Veteran's Memorial Improvements at Mayors Park • Development of Jimmy Camp Creek Confluence Open Space Management Plan • Continue to Preserve, Protect and Maintain Open Space Conservation Areas • Design Fountain Mesa Skateboard Park • Continue Arbor Day Tree Planting Program • Improve Staff Cross Training • Identify and Master Plan Cemetery Expansion Site • Continue Support of the Heritage Special Improvement Maintenance District. • Continue to Solicit and Support Community Volunteer Efforts



Public Works Department PARKS & CEMETERY

Groups <ul style="list-style-type: none"> • Street Maintenance Worker Temporarily Reassigned to Parks Due to Cuts in Seasonal Help 	
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BUDGET - PARKS

Budget Item	2007 Actual	2008 Actual	2009 Original Budget	2010 Budget
Salaries and Benefits	\$ 306,238	\$ 287,958	\$ 308,310	\$ 307,350
Materials and Supplies	\$ 36,258	\$ 24,899	\$ 76,150	\$ 53,850
Purchased Services	\$ 86,767	\$ 131,652	\$ 52,850	\$ 53,350
Fixed Charges	\$ 18,477	\$ 16,150	\$ 17,350	\$ 17,350
Capital	\$ 224,766	\$ 0	\$ 575,000	\$ 8,000
Total	\$ 672,506	\$ 460,659	\$ 1,029,660	\$ 439,900

BUDGET - CEMETERY

Budget Item	2007 Actual	2008 Actual	2009 Original Budget	2010 Budget
Salaries and Benefits	\$ 97	\$ 716	\$ 4,000	\$
Materials and Supplies	\$ 0	\$ 0	\$ 0	\$ 0
Purchased Services	\$ 4,892	\$ 4,187	\$ 11,000	\$ 5,000
Fixed Charges	\$ 0	\$ 0	\$ 0	\$ 0
Capital	\$ 0	\$ 0	\$ 0	\$ 0
Total	\$ 4,989	\$ 4,902	\$ 15,000	\$ 5,000

ACTIVITY MEASURES

Activity Item	2006	2007	2008	2009
Full – Time Employees	3.5	3.5	3.5	3.0
Seasonal Employees	12	12	6	0
City Facilities #	6	6	6	6
Facility Landscape Acres	2.0	2.0	2.0	2.0
Streetscape – Acres	7.8	7.8	8.6	8.6
Cemetery – Acres	3	3	3	3
Funerals - #	27	25	20	--
Sites Exhumed/ Closed	2	0	0	--
Open Space Parks - #	3	4	5	5
Open Space Acres	191.5	255	288.5	288.5
Trails – Miles	6	6	6	6
Developed Parks - #	7	7	7	7
Developed Park - Acres	79.1	79.8	80.6	80.6
Benches	36	36	44	49
Trash Cans	59	59	60	64
Picnic Tables	32	32	32	36



**Public Works Department
PARKS & CEMETERY**

BBQ Grills	16	16	16	18
Pavilions & Gazebos	5P / 2G	5P / 2G	5P / 2G	6P / 2G
Park Reservation Permit	102	94	--	--
Restrooms #M/W/Uni	3M / 3W	3M / 3W	3M / 3W	3M / 3W
Drinking Fountains	5	5	5	7
Irrigation Systems	23	23	25	25
Display Fountains	2	2	2	2
Splash Pad	0	0	0	1
Playgrounds - Equipped	6	6	6	6
Baseball Fields	4	4	4	4
Softball Field	1	1	1	1
Basketball Courts #F/H	2F / 4H	2F / 4H	2F / 4H	2F / 4H
Tennis Courts	2	2	2	2
Volleyball Sand Courts	1	1	1	2
Skate Park	1	1	1	1
BMX Course	1	1	1	1
Riding & Roping Arena	1	1	1	1
Tractor Pull Arena	1	1	1	1
Dog Park Arena	0	1	1	1
Disc Golf Course	0	0	0	0

-- Data not currently available.



Community Outreach

DESCRIPTION

The Community Programs cost center of the budget is where the City allocates funds for various community events and/or programs. Donations to the Senior Center, support for events such as the Cowboy Christmas, and partnership funding for such programs as the Lorraine Center are included within this portion of the budget

2009 HIGHLIGHTS	2010 GOALS
<ul style="list-style-type: none"> • Bus Transportation \$268,000 • Community Promotions - \$4,430 • Lorraine Community Center - \$61,870 • YMCA Funding - \$12,000 • Fountain Valley Senior Center - \$10,000 	<ul style="list-style-type: none"> • Community Promotions - \$4,430 • Lorraine Community Center - \$61,870 • YMCA Funding - \$12,000 • Fountain Valley Senior Center - \$10,000

BUDGET

Budget Item	2007 Actual	2008 Actual	2009 Original Budget	2010 Budget
Salaries and Benefits				
Materials and Supplies				
Purchased Services	\$78,060	\$277,746	\$356,300	\$88,300
Fixed Charges				
Capital				
Total	\$78,060	\$277,746	\$356,300	\$88,300

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Water Fund 5-year Projections

DESCRIPTION

The Water Fund is a Proprietary, or Business, Fund that accounts for the activity of the Water Utility. All Water charges for services, rate revenues, and expenditures are accounted for in this Fund.

Following is a 5-year overall forecast of the Water Utility's revenues and expenses:

WATER FUND FIVE YEAR BUDGET PROJECTION					
OPERATING BUDGET PROJECTIONS					
	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
Revenue:					
Charges for Services	\$ 5,198,000	\$ 5,826,710	\$ 6,532,290	\$ 7,324,164	\$ 8,212,912
Other Operating Income	\$ 107,000	\$ 107,210	\$ 107,426	\$ 107,649	\$ 107,879
Total Operating Revenue	\$ 5,305,000	\$ 5,933,920	\$ 6,639,716	\$ 7,431,813	\$ 8,320,791
Operating Expenses:					
Source and Supply	\$ 2,007,080	\$ 2,127,505	\$ 2,255,155	\$ 2,390,464	\$ 2,533,892
Operations and Maintenance	\$ 1,802,560	\$ 1,876,705	\$ 1,954,078	\$ 2,034,826	\$ 2,119,102
Customer Accounts	\$ 548,170	\$ 571,106	\$ 595,054	\$ 620,062	\$ 646,178
Administration	\$ 1,113,000	\$ 1,157,743	\$ 1,204,396	\$ 1,253,044	\$ 1,303,777
Depreciation	\$ 900,000	\$ 990,000	\$ 1,089,000	\$ 1,197,900	\$ 1,317,690
Total Operating Expenses	\$ 6,370,810	\$ 6,723,059	\$ 7,097,683	\$ 7,496,296	\$ 7,920,640
Operating Income (Loss)	\$ (1,065,810)	\$ (789,139)	\$ (457,967)	\$ (64,483)	\$ 400,151
NON-OPERATING PROJECTIONS					
Non-Operating Revenues (Expenses)					
Investment Earnings	\$ 62,520	\$ 75,490	\$ 87,030	\$ 90,410	\$ 95,420
Interest Expense	\$ (1,134,916)	\$ (1,522,278)	\$ (1,887,444)	\$ (2,419,239)	\$ (3,324,912)
Total Non-Operating Revenues (Expenses)	\$ (1,072,396)	\$ (1,446,788)	\$ (1,800,414)	\$ (2,328,829)	\$ (3,229,492)
Net Income Before Transfers and Capital Contributions	\$ (2,138,206)	\$ (2,235,927)	\$ (2,258,381)	\$ (2,393,312)	\$ (2,829,341)
Capital Contributions					
Transfers Out	\$ (325,140)	\$ (338,146)	\$ (351,671)	\$ (365,738)	\$ (380,368)
Contributed Capital (Development)	\$ 2,142,000	\$ 3,721,500	\$ 5,430,005	\$ 5,658,105	\$ 5,894,811
Change in Net Assets	\$ (321,346)	\$ 1,147,428	\$ 2,819,952	\$ 2,899,055	\$ 2,685,102
Net Assets, Beginning	\$ 39,530,582	\$ 39,209,236	\$ 40,356,664	\$ 43,176,616	\$ 46,075,672
Net Assets, Ending	\$ 39,209,236	\$ 40,356,664	\$ 43,176,616	\$ 46,075,672	\$ 48,760,773
CAPITAL					
Capital Outlay:					
Water Rights/Storage Acquisition	1,300,000	2,500,000	2,500,000	2,500,000	2,500,000
Buildings	\$ 1,708,000	\$ -	\$ -	\$ 75,000	\$ 850,000
System Improvements	\$ 4,243,220	\$ 6,241,751	\$ 6,885,560	\$ 14,498,665	\$ 13,929,160
Vehicles	\$ 31,000	\$ 31,500	\$ 105,000	\$ 32,000	\$ -
Equipment	\$ 166,665	\$ 105,670	\$ 85,000	\$ -	\$ 75,000
Computer Software/equipment	\$ 139,105	\$ 148,000	\$ 47,490	\$ 24,000	\$ 28,000
Furniture	\$ 45,000	\$ -	\$ -	\$ -	\$ -
Total Capital Outlay	\$ 7,632,990	\$ 9,026,921	\$ 9,623,050	\$ 17,129,665	\$ 17,382,160
Total Expenses	\$ 15,138,716	\$ 17,272,258	\$ 18,608,178	\$ 27,045,200	\$ 28,627,712



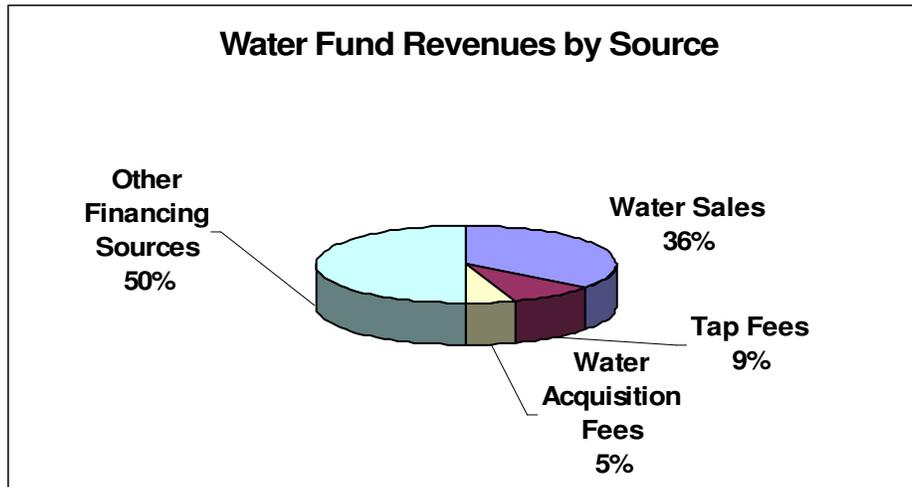
Water Fund 5-year Projections

CASH BALANCE					
Beginning Cash Balance	\$ 1,700,000	\$ 1,456,764	\$ 1,459,493	\$ 1,569,435	\$ 1,619,207
Sources:	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
Operating Revenue	\$ 5,305,000	\$ 5,933,920	\$ 6,639,716	\$ 7,431,813	\$ 8,320,791
Investment Earnings	\$ 62,520	\$ 75,490	\$ 87,030	\$ 90,410	\$ 95,420
Development	\$ 2,142,000	\$ 3,721,500	\$ 5,430,005	\$ 5,658,105	\$ 5,894,811
Debt Proceeds	\$ 7,300,000	\$ 7,500,000	\$ 7,800,000	\$ 13,700,000	\$ 13,800,000
Total Sources	\$ 14,809,520	\$ 17,230,910	\$ 19,956,751	\$ 26,880,329	\$ 28,111,021
Uses:					
Operating Expense Less Depreciation	\$ 5,470,810	\$ 5,733,059	\$ 6,008,683	\$ 6,298,396	\$ 6,602,950
Transfers Out	\$ 325,140	\$ 338,146	\$ 351,671	\$ 365,738	\$ 380,368
Debt Service	\$ 1,623,816	\$ 2,130,056	\$ 3,863,405	\$ 3,036,757	\$ 3,573,021
Capital Outlay	\$ 7,632,990	\$ 9,026,921	\$ 9,623,050	\$ 17,129,665	\$ 17,382,160
Total Uses	\$ 15,052,756	\$ 17,228,181	\$ 19,846,810	\$ 26,830,557	\$ 27,938,498
Excess (Deficiency)	\$ (243,236)	\$ 2,729	\$ 109,942	\$ 49,772	\$ 172,523
Ending Cash Balance	\$ 1,456,764	\$ 1,459,493	\$ 1,569,435	\$ 1,619,207	\$ 1,791,730
25% of Operating Expenses less deprec	\$ 1,367,703	\$ 1,433,265	\$ 1,502,171	\$ 1,574,599	\$ 1,650,738

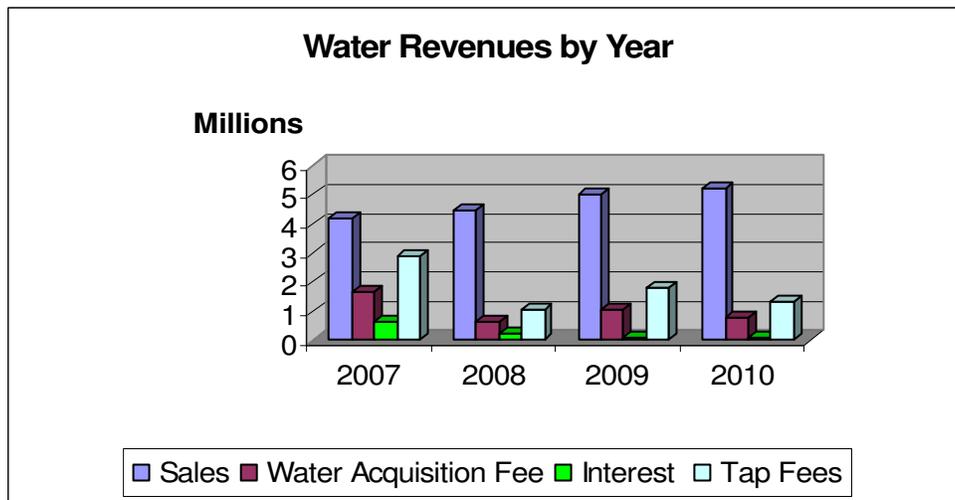


Water Fund REVENUES

The following section identifies and explains the primary revenue streams for the Water Utility. Estimated total revenue and other financing sources for the Water Fund for 2010 is \$14,709,520. The pie chart shown below illustrates the sources of revenue.



The column chart below presents a four year history of the major revenue sources. 2009 and 2010 are budgeted numbers.



[Water Sales](#)

The City implemented an inclining block rate structure in June of 2001. Under an inclining block structure, which tends to encourage water conservation, the more water a customer uses, the more a customer pays.

The City has contracted with Harvey Economics to perform a water rate study which will analyze monthly user charges as well as the tap fee and water acquisition fee. February 1, 2010 is the target date to have new rates in place. Harvey Economics has provided a **rough estimate of a 3% rate increase in monthly charges for 2010. This estimate has been incorporated into this budget.** It is anticipated that the City will collect \$5,100,000 in metered sales during 2009. An additional \$98,000 will be received from various non-potable water contracts and bulk water sales.

[Water Acquisition Fees](#)

During 2005, the City implemented a per dwelling unit water acquisition fee that is collected at the time of



Water Fund REVENUES

building permit issuance. This new development related fee is intended to recover the cost of purchasing additional water rights and infrastructure for new growth. One acre foot of new water is needed to serve every two new homes. The **rough estimate** provided by Harvey Economics projects that the water acquisition fee for 2010 will increase from \$6,500 to \$6,700 or 3%. New housing and commercial starts in 2010 are expected to generate \$804,000 in water acquisition fees.

Tap Fees

Harvey Economics **estimates** that the tap portion of the water development charge per standard ¾” residential tap will need to increase from \$10,824 to \$11,150, a 3% increase. New housing and commercial starts are expected to generate \$1,338,000 in tap fee revenue.

Miscellaneous Revenues

It is estimated that the Water Fund will earn \$62,500 in interest income and \$7,000 from miscellaneous sources.

Other Financing Sources

It is appropriate to finance, through the issuance of debt, capital improvements that are related to growth so that the future customers who will benefit from these improvements are in fact paying for the improvements. It is forecasted the water utility will need to borrow \$7.3 million in 2010 to fund major capital projects. The utility plans to pursue a loan from the Colorado Water Resources and Power Development Authority Revenue Bond Program.



Water Fund OPERATIONS

DESCRIPTION

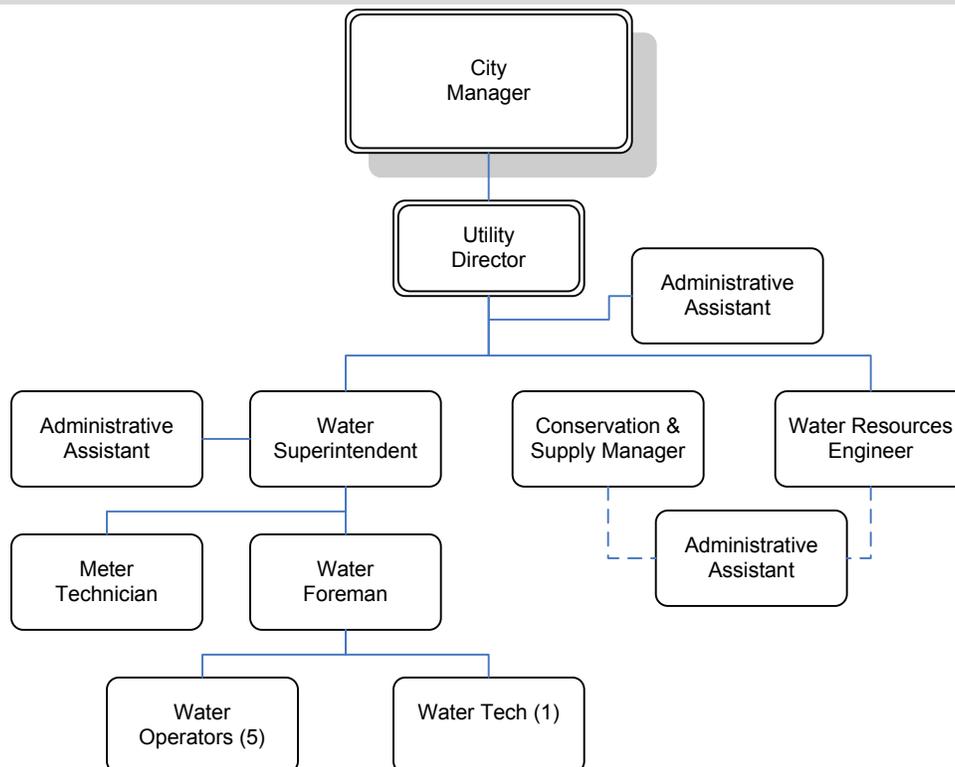
The City of Fountain's Water Department is located at 415 West Alabama. The Water Department serves 7,095 water taps or approximately 20,500 people. This number is slightly less than the total City population of 22,500 due to the fact that we do not serve the Southmoor area of Fountain. The City of Fountain receives the majority of its water (77%) from the Frying Pan-Arkansas Project. This Frying Pan-Arkansas (Fry-Ark) water is treated and delivered to Fountain from facilities owned by the Fountain Valley Authority (FVA). Fountain's water supply is supplemented by five (5) groundwater wells that are owned by Fountain, which pump water (23%) from the Fountain Creek Alluvium. With the exception of the five groundwater wells used to supplement the water supply during peak summer demands, Fountain's water system is primarily gravity fed.

MISSION STATEMENT

The Water Department's mission is to provide a safe and adequate water supply for our current and future residents. Our primary goals and objectives are to **"Provide Fountain residents with the highest quality of water at a reasonable price."** The Water Department's Operating Philosophy is three fold:

- (1) to provide the highest level of water service when responding to all water related issues;
- (2) to work regionally with other water providers in the Pikes Peak region; and,
- (3) to work cooperatively with our fellow co-workers by demonstrating our professionalism, integrity, and our commitment to each other and to our customers.

ORGANIZATIONAL CHART





Water Fund OPERATIONS

Personnel History				
Position	2008	2009	2010	
Utility Director	0.5	0.5	0.5	
Administrative Assistant	1	1	1	
Conservation & Supply Manager	1	1	0.5	
Water Resources Engineer	1	1	1	
Water Superintendent	1	1	1	
Water Foreperson	1	1	1	
Water Operator	5	6	0	
Class 2 Water System Operator	0	0	4	
Class 4 Water System Operator	0	0	1	
Water Quality Operator	1	1	0	
Water Services Representative	1	1	1	
Water Utility Worker	1	1	1	
Water Inspector	0.5	0.5	0.5	
GIS Manager	0.4	0.4	0.4	
GIS Analyst	1	1	1	
GIS Intern	0	1	1	
Seasonal	1	1	1	
Total Full-Time Employees	15.4	17.4	14.9	
Total Seasonal Employees	1	1	1	

2009 ACCOMPLISHMENTS	2010 GOALS
<ul style="list-style-type: none"> Collaborated with other water associations throughout the year to discuss water issues for the Fountain Valley area. Completed the Transit Loss Model while working with other water providers and the State of Colorado Division of Water Resources. Completed the Water Conservation Plan upgrade and received State approval. Five (5) Water Operators completed and received their water certification license at a higher level of water operations. Completed the East Regional Water Distribution/Annexation Project. Completed Consumer Confidence Report. Completed Keeton Reservoir Project. Replaced fifteen (15) large commercial water meters. Replaced twenty-five (25) tap saddles. Provided materials and education on water issues, water conservation and Xeriscaping. 	<ul style="list-style-type: none"> Acquire additional water storage and water rights. Replace twelve (12) water valves. Continue to participate in the Southern Delivery System. Acquire software for electronic work orders for the Customer Service Department Continue to replace old water mains, fire hydrants, and service lines. Public education on water issues and water conservation and Xeriscaping. To complete Bandley Drive/Security Interconnect for Venetucci Project. To complete South Santa Fe Water Main Replacement Project. To complete South Shumway Road Water Main Replacement Project. Build Out Marshall Well #2 for Construction Water. Replace twenty-five (25) tap saddles.

BUDGET WATER DEPARTMENT – SOURCE OF SUPPLY				
Budget Item	2007 Actual	2008 Actual	2009 Original Budget	2010 Budget
Salaries & Benefits	\$ 0	\$ 0	\$ 0	\$ 0
Materials & Supplies	\$ 0	\$ 0	\$ 0	\$ 0
Purchased Services	\$ 1,662,978	\$ 1,767,758	\$ 1,837,500	\$ 2,007,080
Fixed Charges	\$ 0	\$ 0	\$ 0	\$ 0
Capital	\$ 0	\$ 0	\$ 0	\$ 0
Total	\$ 1,662,978	\$ 1,767,758	\$ 1,837,500	\$ 2,007,080



Water Fund OPERATIONS

BUDGET					WATER DEPARTMENT – OPERATION & MAINTENANCE				
Budget Item	2007 Actual	2008 Actual	2009 Original Budget	2010 Budget					
Salaries & Benefits	\$ 829,055	\$ 933,120	\$ 1,170,300	\$ 1,003,420					
Materials & Supplies	\$ 423,829	\$ 258,709	\$ 379,400	\$ 435,500					
Purchased Services	\$ 271,826	\$ 363,131	\$ 356,400	\$ 313,640					
Fixed Charges	\$ 0	\$ 0	\$ 0	\$ 50,000					
Capital	\$ 6,234,675	\$ 9,276,634	\$ 17,749,190	\$ 5,778,320					
Total	\$ 7,759,385	\$ 10,831,594	\$ 19,655,290	\$ 7,580,880					

BUDGET					WATER DEPARTMENT – ADMINISTRATION				
Budget Item	2007 Actual	2008 Actual	2009 Original Budget	2010 Budget					
Salaries & Benefits	\$ 385,493	\$ 507,427	\$ 500,930	\$ 567,640					
Materials & Supplies	\$ 8,910	\$ 8,742	\$ 9,600	\$ 9,640					
Purchased Services	\$ 328,878	\$ 337,982	\$ 397,520	\$ 484,520					
Fixed Charges	\$ 822,828	\$ 778,493	\$ 55,390	\$ 51,200					
Debt Service	\$ 401,226	\$ 478,222	\$ 844,120	\$ 1,134,920					
Operating Transfers	\$ 354,890	\$ 330,460	\$ 316,860	\$ 325,140					
Capital	\$ 0	\$ 0	\$ 0	\$ 37,400					
Total	\$ 2,302,225	\$ 2,441,326	\$ 2,174,420	\$ 2,610,460					

Significant Changes: The large difference in the fixed charges category between actual and budgeted numbers is due to the City not budgeting for depreciation.

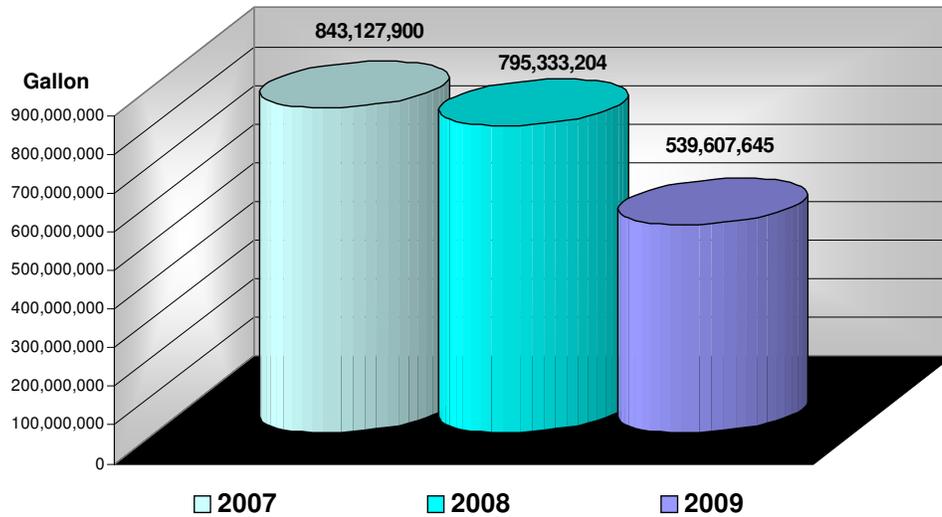
ACTIVITY MEASURES					
Annuals:	2007	2008	2009 (4/30)		
Total Water Distribution (in 1,000's of gal.)	843,128	818,973	532,470		
Total Yearly Water Taps	312	123	67		
Water Purchases: Venetucci	\$ 196,875	\$ 196,875	\$ 196,875		
Water Purchases: LaFarge Gravel Pit	\$ 65,789	\$ 64,998	\$ 12,550		
Water Purchases: Frying Pan-Arkansas	\$ 1,122,222	\$ 1,171,423	\$ 166,307		
Water Purchases: Extra Frying Pan-Arkansas	\$ 170,352	\$ 62,157	\$ 0		



Water Fund OPERATIONS

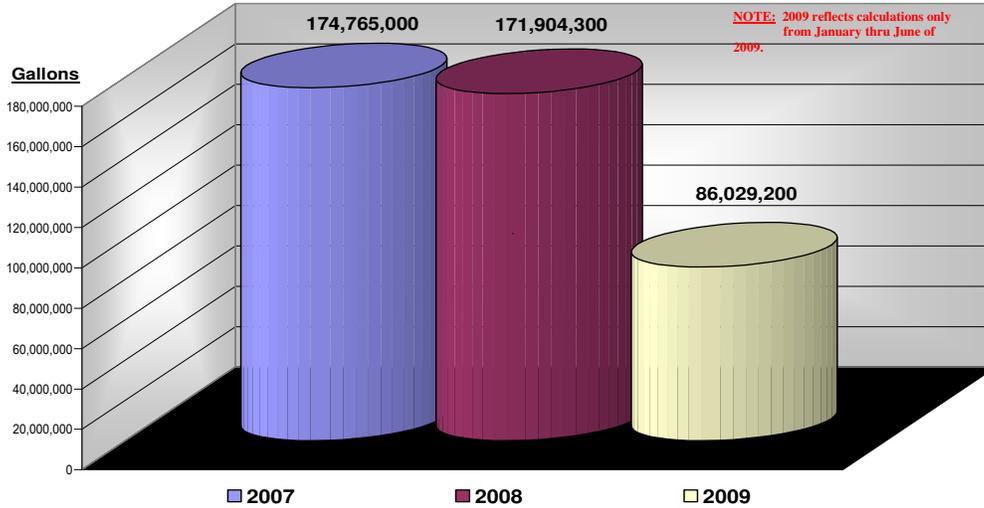
The Water Department's total water distributed for 2007, 2008 and 2009 are listed below:

**Total Water Distribution
2007 thru June 2009**



The Water Department's total well production for 2007, 2008 and 2009 are shown in the chart below:

**Total Yearly Well Production
2007 thru June 2009**



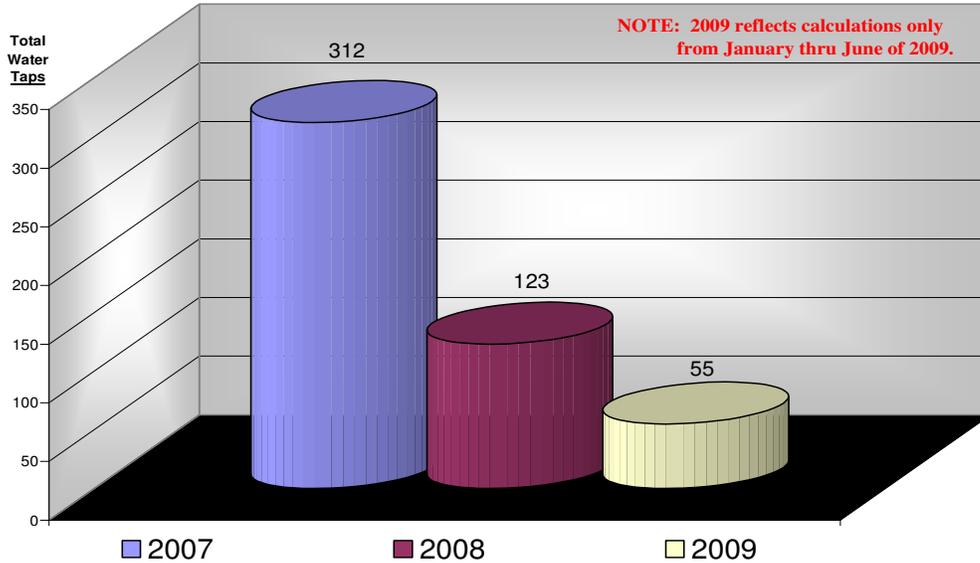


Water Fund OPERATIONS

WATER TAPS

The Water Department has recorded new water taps for the following years:

**Total Yearly Water Taps
2007 thru June 2009**



WATER LEAKS/MAIN BREAKS

The Water Department receives calls related to water leaks and/or main breaks throughout the City; however, the Water Department does not have records for 2006 and 2007. The Water Department started recordkeeping in mid 2008 on all water leaks and/or main breaks for location of each area, which are listed below:

2008 Water Main Breaks/Leaks	2009 Water Main Breaks/Leaks
Monterey Way	529 N. El Paso Street
7848 Candle Light Lane	596 Corte Hermosa
Mesa Elementary Connection Line	965 Square Dance
214 E. Iowa	109 Comanche Court
312 N. Walnut	1010 Lords Hill
460 Calle Entrada	7020 Roaring Springs
Main Street	120 Comanche Court
1204 RMB Court	963 Candle Star Loop
421 E. Iowa	628 Blossomfield Road
412 N. Walnut	8144 Cedar Chase
9785 Rolling G. Road	Chancellors
599 Crest & 606 Santa Fe	7423 Countryside Grove
524 Blossomfield Road	7369 Colonial
Loves on Bandlely Road	Camino Del Rey
117 Fence Post	Link & Circle C. Road
416 Blossomfield Road	925 Desert Circle
2081 Calle Fontana	Swayback & Candle Star Loop North



Water Fund OPERATIONS

2008 Water Main Breaks/Leaks	2009 Water Main Breaks/Leaks
2055 Hibbard	1105 E. Ohio
513 Turf Trail Place	7627 Bandore
9496 Summit Mesa Drive	962 Candle Star Loop South
845 Candle Star Loop	Vine Street
629 Autumn Place	402 Hadley
7206 Aria	8364 Cedar Chase
910 Desert Circle	Lindamood Park
1011 Lindamood C.K.	930 Ancestra
	6751 Pine Drops Court
	590 Corte Amino
	533 Calle Conejo
	405 Crest
	7455 & 7463 Willow Pines
	706 Blossom Field
	959 Candle Star Loop South
	318 Race
	109 Comanche Street
	221 Robin
	804 Kiowa
	6766 Pine Drop
	551 Blossomfield
	10775 Shumway Road
	11110 Charter Oak Ranch Road
	963 Candle Star Loop South
	238 Turf Trail
	7788 Sandy Springs
	400 Mount View
	533 Calle Conejo
	978 Candle Star Loop South
2008 TOTAL = 25 Water Main Breaks/Leaks	2009 TOTAL = 46 Water Main Breaks/Leaks

WATER VIOLATIONS

The Water Department routinely monitors for contaminants in the drinking water to remain in compliance with all State, Federal, EPA, and the Safe Drinking Water Act. A Consumer Confidence Report is distributed yearly for the previous year showing all water testing and analysis, which is mandated by State, Federal and EPA rules and regulations to all water providers. This report is posted on our website, distributed to all commercial and residential customers, and submitted to the State of Colorado's Health & Environmental Protection Agency. As of 2009, the Water Department detected contaminants found during the period of January 1 to December 31, 2008 and took corrective measures to make sure this problem does not occur in the future. The problem is believed to be due to contaminated pipes/plumbing at the sample sites and not using proper procedures (i.e., flushing out pipes before samples was gathered) when gathering samples.

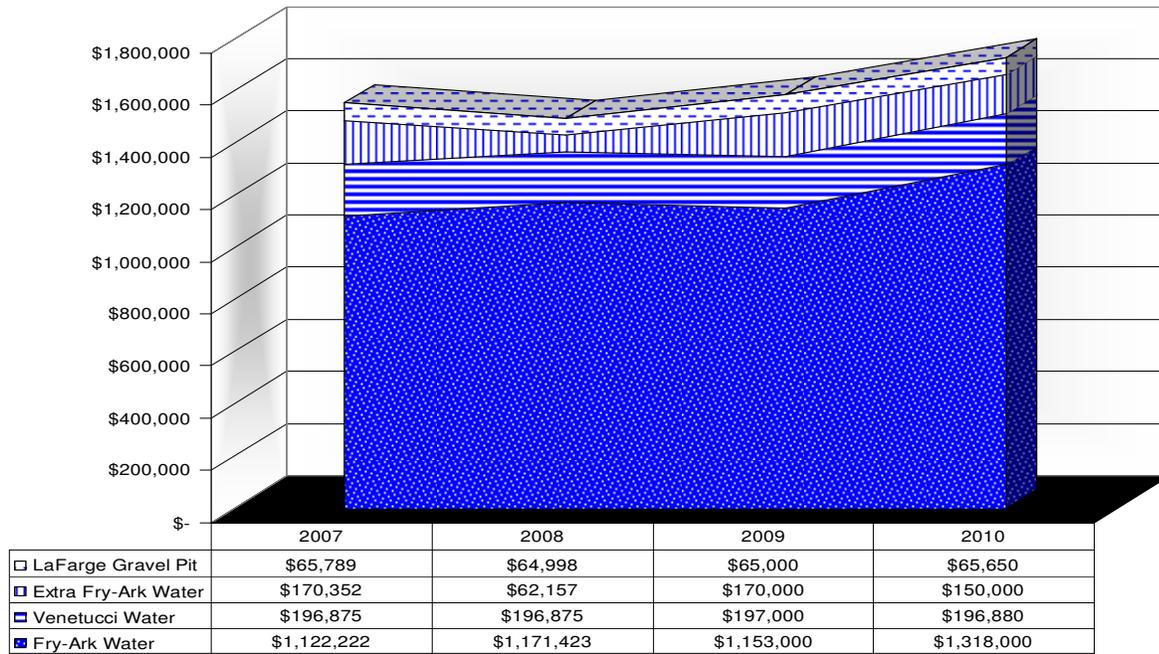


Water Fund OPERATIONS

WATER PURCHASES

The approximate dollar amount total for water purchased from Fountain Valley Authority (Fry-Ark), Widefield, and Venetucci is listed as follows:

Purchased Water for Distribution



NOTE: 2009 & 2010 show projected costs per budgets.

CONTINUED EDUCATION

The Water Department Superintendent encourages all Water Department Operators, the Water Inspector and staff to continue their education whenever possible. It is mandatory for all Water Operators to maintain their Commercial Drivers License (CDL), Water Operators License (Class D or above), and Water Distribution License (Distribution I or above). Safety Meetings are held on a weekly basis using the AWWA “Tailgate Safety Talks” training manual. Training units are earned by attending meeting/seminars or classes sanctioned by the State of CO, Federal or EPA related to water issues. These training units are used in conjunction with maintaining Water Operator licenses. The Water Superintendent also supports additional education in CPR Training, computer software programs, water rights, water law, etc., as long as all seminars/classes or meetings are pre-approved. The Water Operators licenses and certification are as follows:

Name & Title	Class Water Plant Operator License	State Water Distribution Certification	Class Sanitation Plant License	State Sanitation Collection Certification	State Backflow Certification
Ron Woolsey, Water Supt.	B	4	No	2	No
Nick Zaiger, Water Foreman	A	4	D	No	Yes
Justin Moore, Water Operator	A	4	D	1	Yes



Water Fund OPERATIONS

Name & Title	Class Water Plant Operator License	State Water Distribution Certification	Class Sanitation Plant License	State Sanitation Collection Certification	State Backflow Certification
Keith Woodworth, Water Operator	D	2	No	2	No
Dwight Grusing, Water Operator	C	2	No	No	No
Craig Williams, Water Operator	C	2	No	No	Yes
John Baca, Water Operator	D	2	No	No	No



Water Fund CUSTOMER SERVICE

DESCRIPTION

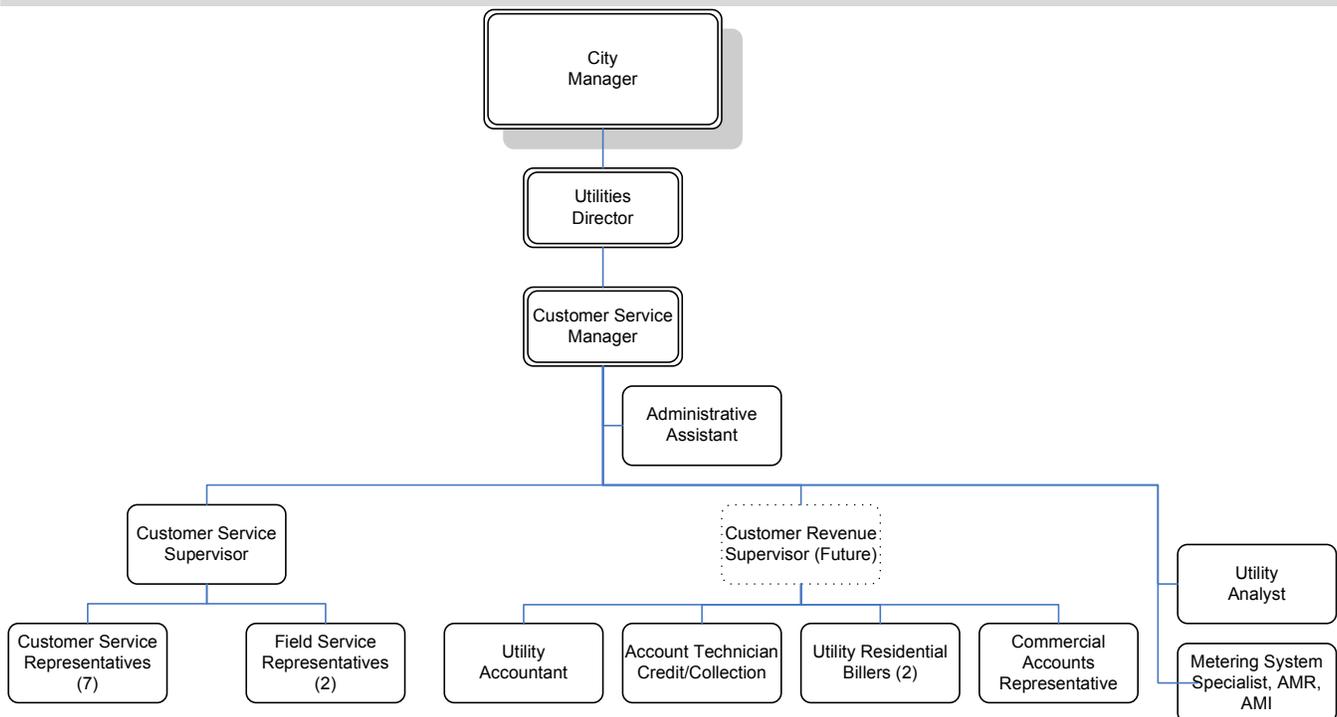
The Customer Service Department is located in City Hall and serves the Customer Service and Billing needs of approximately 16,000 customers. Customer Service also provides billing services for Fountain Sanitation District and Widefield Water and Sanitation District. We are responsible for all customer contacts regarding their accounts. This starts with initializing the account for the customer; account maintenance; billing (residential and commercial); key account management; meter reading; assisting with any account questions; negotiating payment arrangements; low-income energy assistance (Lighten the Load); utility file maintenance and analysis; cashiering; credit and collections; and financial accountability. Implement mobile Automated Meter Reading system. Provide field service to customers.

Funding for the Customer Service Division of the Utilities Department comes from the Water Fund (30%) and the Electric Fund (70%).

MISSION STATEMENT

The mission of the Customer Service Department of the City of Fountain Utilities is to fulfill the business needs of the Utilities by: providing the finest possible service for our customers (internal as well as external) regardless as to their station or status; listening to their concerns; fulfilling their valid needs; and anticipating their un-communicated needs. At the same time, we are to provide the most hospitable and rewarding work environment possible.

ORGANIZATIONAL CHART





Water Fund CUSTOMER SERVICE

Personnel History			
<u>Position</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>
Customer Service Manager	1	1	1
Administrative Assistant	1	1	1
Customer Service Supervisor		1	1
Customer Revenue Supervisor	0	0	1
Accountant	1	1	1
Utility Analyst	1	1	1
Credit Collections		1	1
Commercial Accounts Representative	1	1	1
Residential Billing Representative	2	2	2
Customer Service Representative	5	6	7
Part-Time Tele-Worker Customer Service Rep	1	2	0
Field Service Representative			3
Total Full-Time Employees	12	15	20
Total Part-Time Employees	1	2	0

2009 HIGHLIGHTS	2010 GOALS
<ul style="list-style-type: none"> • Completed Phase 1 Reorganization. <ul style="list-style-type: none"> ○ Customer Services Division. • Implemented Teleworking Program for Customer Service Representatives, two currently active. • Completed Phase 1 of Customer Service Processes and Procedures manual. • Continued application for \$25,000 grant from Energy Outreach Colorado for the Lighten the Load low income energy assistance program • Customer Services Division answered approximately 50,000 phone calls for the year. • Billed approximately 280,000 meters with negligible error rate. • Billed approximately 3,632 final bills, which, represents an approximate 27% turn-over rate of our customer base. • 1,392 non-pay field service orders produced for the first 6 months. • Will post approximately 100,000 cashier payments for the year. • 1,392 non-pay field service orders produced for the first 6 months. • Will post approximately 100,000 cashier payments for the year. • 59% of all telephone calls have been answered in less than 30 seconds. • Conducting meetings with key accounts and approximately 320 contacts with our small commercial customers. • Conducted Utility Deposit study. 	<ul style="list-style-type: none"> • Complete Phase 2 Reorganization. <ul style="list-style-type: none"> ○ Customer Revenue Division • Install full function Interactive Voice Response system. • Conduct Customer Information System selection study. • Continue Smart Grid initiative. • Re-develop Rules and Regulations Governing Customer Service Department. • Perform Cost of Service Rate Study. • Implement Cross Training Program. • Administer Conservation and Efficiency Rebate Program. • Continue participation in design and renovation of 101 North Main Street. • Enhance Key Accounts Program by dedicating position.



Water Fund CUSTOMER SERVICE

BUDGET (WATER FUND-30% OF TOTAL BUDGET)

Budget Item	2007 Actual	2008 Actual	2009 Original Budget	2010 Budget
Salaries and Benefits	\$221,372	\$209,005	\$270,580	\$324,540
Materials and Supplies	\$ 6,389	\$5,872	\$ 11,580	\$8,800
Purchased Services	\$ 67,931	\$115,557	\$166,480	\$179,700
Fixed Charges	\$ 13,271	\$27,063	\$ 32,460	\$35,130
Capital	\$ 1,476		\$ 15,000	\$1,817,270
Total	\$310,439	\$357,497	\$496,100	\$2,365,440

ACTIVITY MEASURES

	2006	2007	2008 (5/30)
Utility Bills Mailed	175,649	179,053	76,078
Late Notices Mailed	24,138	27,075	13,484
Final Bills	4,551	4,453	1,816
Number of Phone Calls Answered	NA	47,044	24,845
Operating Cost per FTE	\$30,953	\$29,812	\$35,731
Operating Cost per Customer Mailing	\$1.86	\$2.04	\$1.82
PUC/BBB Complaints Responded to	0	1	1



Electric Fund 5-Year Projections

DESCRIPTION

The Electric Fund is a Proprietary, or Business, Fund that accounts for the activity of the Electric Utility. All Electric charges for services, rate revenues, and expenditures are accounted for in this Fund. Following is a 5-year overall forecast of the City of Fountain's Electric Revenues & Expenditures, for the years covering 2010 through 2014.

ELECTRIC FUND FIVE YEAR BUDGET PROJECTION

OPERATING BUDGET PROJECTIONS					
	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
Revenue:					
Charges for Services	\$ 18,712,390	\$ 20,028,542	\$ 21,449,027	\$ 22,860,669	\$ 24,365,469
Other Operating Income	\$ 403,000	\$ 413,725	\$ 424,772	\$ 436,150	\$ 447,869
Total Operating Revenue	\$ 19,115,390	\$ 20,442,267	\$ 21,873,798	\$ 23,296,819	\$ 24,813,338
Operating Expenses:					
Engineering and Planning	\$ 696,960	\$ 726,951	\$ 758,297	\$ 791,059	\$ 825,305
Source and Supply	\$ 11,895,890	\$ 12,375,294	\$ 12,874,019	\$ 13,392,842	\$ 13,932,573
Operations and Maintenance	\$ 2,765,996	\$ 2,766,167	\$ 2,631,168	\$ 2,476,076	\$ 2,299,229
Customer Accounts	\$ 1,555,990	\$ 1,622,173	\$ 1,691,316	\$ 1,763,558	\$ 1,839,042
Administration	\$ 1,797,910	\$ 1,861,764	\$ 1,928,029	\$ 1,996,803	\$ 2,068,187
Depreciation	\$ 1,000,000	\$ 1,080,000	\$ 1,166,400	\$ 1,259,712	\$ 1,360,489
Fleet Maintenance	\$ 547,930	\$ 573,966	\$ 601,262	\$ 629,881	\$ 659,888
Total Operating Expenses	\$ 20,260,676	\$ 21,006,315	\$ 21,650,491	\$ 22,309,931	\$ 22,984,714
Operating Income (Loss)	\$ (1,145,286)	\$ (564,048)	\$ 223,308	\$ 986,888	\$ 1,828,624
NON-OPERATING PROJECTIONS					
Non-Operating Revenues					
(Expenses)					
Investment Earnings	\$ 498,010	\$ 422,070	\$ 333,610	\$ 283,630	\$ 259,200
Interest Expense	\$ -	\$ -	\$ -	\$ -	\$ -
Total Non-Operating Revenues	\$ 498,010	\$ 422,070	\$ 333,610	\$ 283,630	\$ 259,200
(Expenses)	\$ 498,010	\$ 422,070	\$ 333,610	\$ 283,630	\$ 259,200
Net Income Before Transfers and	\$ (647,276)	\$ (141,978)	\$ 556,918	\$ 1,270,518	\$ 2,087,824
Capital Contributions					
Transfers In	\$ 438,850	\$ 456,404	\$ 474,660	\$ 493,647	\$ 513,392
Transfers Out	\$ (314,740)	\$ (327,330)	\$ (340,423)	\$ (354,040)	\$ (368,201)
Contributed Capital (Development)	\$ 1,077,834	\$ 1,366,500	\$ 1,822,783	\$ 2,210,956	\$ 2,633,390
Change in Net Assets	\$ 554,668	\$ 1,353,596	\$ 2,513,938	\$ 3,621,081	\$ 4,866,405
Net Assets, Beginning	\$ 35,916,371	\$ 36,471,039	\$ 37,824,636	\$ 40,338,573	\$ 43,959,655
Net Assets, Ending	\$ 36,471,039	\$ 37,824,636	\$ 40,338,573	\$ 43,959,655	\$ 48,826,060
CAPITAL					
Capital Outlay:					
Land	-	-	3,262,500	-	-
Buildings	\$ 225,000	\$ -	\$ -	\$ -	\$ -
System Improvements	\$ 1,402,500	\$ 4,225,000	\$ 450,000	\$ 2,312,950	\$ 4,350,000
New Service Installation	\$ 849,895	\$ 1,014,852	\$ 1,322,767	\$ 1,658,937	\$ 2,025,416
Vehicles	\$ 35,350	\$ 92,000	\$ 105,000	\$ 320,000	\$ 250,000
Equipment	\$ 208,885	\$ 110,000	\$ 75,000	\$ 95,000	\$ -
Computer Software/equipment	\$ 105,345	\$ 340,670	\$ 29,490	\$ 14,000	\$ 10,000
Furniture	\$ 105,000	\$ -	\$ -	\$ -	\$ -
Total Capital Outlay	\$ 2,931,975	\$ 5,782,522	\$ 5,244,757	\$ 4,400,887	\$ 6,635,416

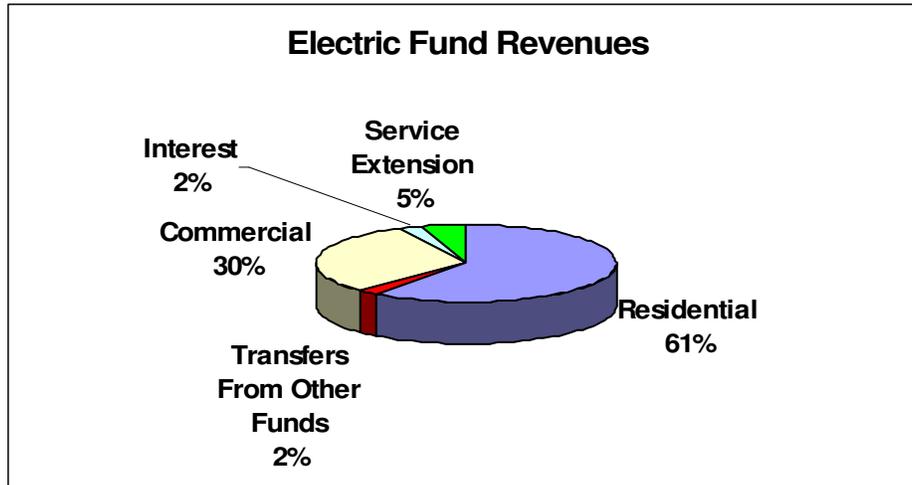


Electric Fund 5-Year Projections

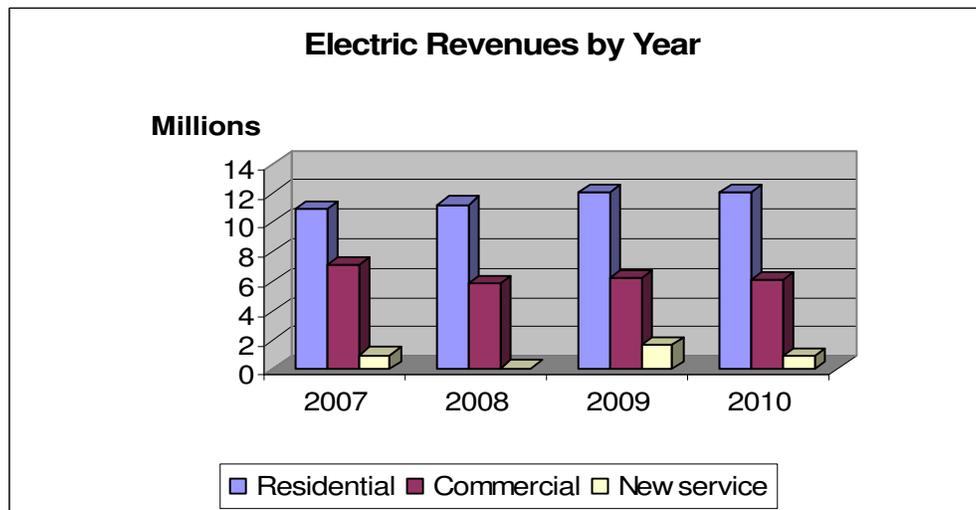
Total Expenses	\$ 23,192,650	\$ 26,788,837	\$ 26,895,248	\$ 26,710,818	\$ 29,620,130
CASH BALANCE					
Beginning Cash Balance	\$ 11,000,000	\$ 9,785,452	\$ 6,606,607	\$ 5,219,923	\$ 5,885,563
Sources:	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
Operating Revenue	\$ 19,115,390	\$ 20,442,267	\$ 21,873,798	\$ 23,296,819	\$ 24,813,338
Investment Earnings	\$ 498,010	\$ 422,070	\$ 333,610	\$ 283,630	\$ 259,200
Development	\$ 1,077,834	\$ 1,366,500	\$ 1,822,783	\$ 2,210,956	\$ 2,633,390
Interfund Loan Repayment Principal Portion	\$ 162,758	\$ 170,082	\$ 177,735	\$ 185,734	\$ 194,092
Transfers In	\$ 438,850	\$ 456,404	\$ 474,660	\$ 493,647	\$ 513,392
Total Sources	\$ 21,292,842	\$ 22,857,323	\$ 24,682,587	\$ 26,470,786	\$ 28,413,412
Uses:					
Operating Expense Less Depreciation	\$ 19,260,676	\$ 19,926,315	\$ 20,484,091	\$ 21,050,219	\$ 21,624,225
Transfers Out	\$ 314,740	\$ 327,330	\$ 340,423	\$ 354,040	\$ 368,201
Capital Outlay	\$ 2,931,975	\$ 5,782,522	\$ 5,244,757	\$ 4,400,887	\$ 6,635,416
Total Uses	\$ 22,507,390	\$ 26,036,167	\$ 26,069,271	\$ 25,805,146	\$ 28,627,842
Excess (Deficiency)	\$ (1,214,548)	\$ (3,178,844)	\$ (1,386,684)	\$ 665,640	\$ (214,431)
Ending Cash Balance	\$ 9,785,452	\$ 6,606,607	\$ 5,219,923	\$ 5,885,563	\$ 5,671,132
25% of Operating Expenses less deprec	\$ 4,815,169	\$ 4,981,579	\$ 5,121,023	\$ 5,262,555	\$ 5,406,056

Electric Fund REVENUES

Projected 2010 revenues for the Electric Fund total \$22,157,520. The following pie chart illustrates the sources of revenue.



The following column chart displays a four year history of electric revenues. 2009 and 2010 reflect budget numbers.



[Electric Sales](#)

Residential sales continue to be the largest component of revenue with anticipated sales of \$12,071,550 while commercial sales are expected to total \$6,100,060.

[New Service](#)

Developers pay the electric utility to extend distribution lines into new subdivisions and the home builder pays a fee to connect the service line to the distribution system. These new service installations are expected to generate \$934,880.



Electric Fund REVENUES

[System Development Charge](#)

The City collects a system development charge from new customers to fund growth related electric utility capital improvement projects. The City expects to collect \$142,950 in system development charges in 2010.

[Miscellaneous Revenues](#)

It is estimated that the Electric Fund will earn \$498,010 in interest income and \$403,000 from miscellaneous revenues in 2010.

[Other Financing Sources](#)

Operating transfers from the General, Water, and Ambulance Funds totaling \$438,850 are included in this budget for estimated overhead costs of operating the City's fleet maintenance operation. The cost of fuel, oil and parts for vehicle maintenance is included in each individual cost center throughout the City budget.



Electric Fund OPERATIONS

DESCRIPTION

The City of Fountain Electric Department serves approximately 16,000 customers (44,600 residents) in the Security, Widefield and Fountain areas south to Nixon Power Plant. Our wholesale purchased power is from MEAN (Municipal Energy Association of Nebraska). 13% of this power is from wind and hydro renewable sources, which brings Fountain Utilities to a 38% carbon free energy portfolio. We have opted to be Dark Sky compliant.

MISSION STATEMENT

MISSION

To meet the current and future needs of our customers by providing reliable, cost effective energy and services, in a responsible, courteous and efficient manner.

VISION

To provide power through a modern, reliable system, by seeking competitive, environmentally friendly sources of power and providing friendly, timely service to our customers.

OPERATING PHILOSOPHY

- To ensure high quality, reliable electric power by identifying, encouraging, and supporting sustainable energy sources to supplement existing generation.
- To promote customer relations via good communications and service by remaining customer-focused. Always seeking to improve the way in which we deliver services.
- To ensure safe working conditions by encouraging and providing opportunities for professional and personal development through training and safety based policies and procedures.

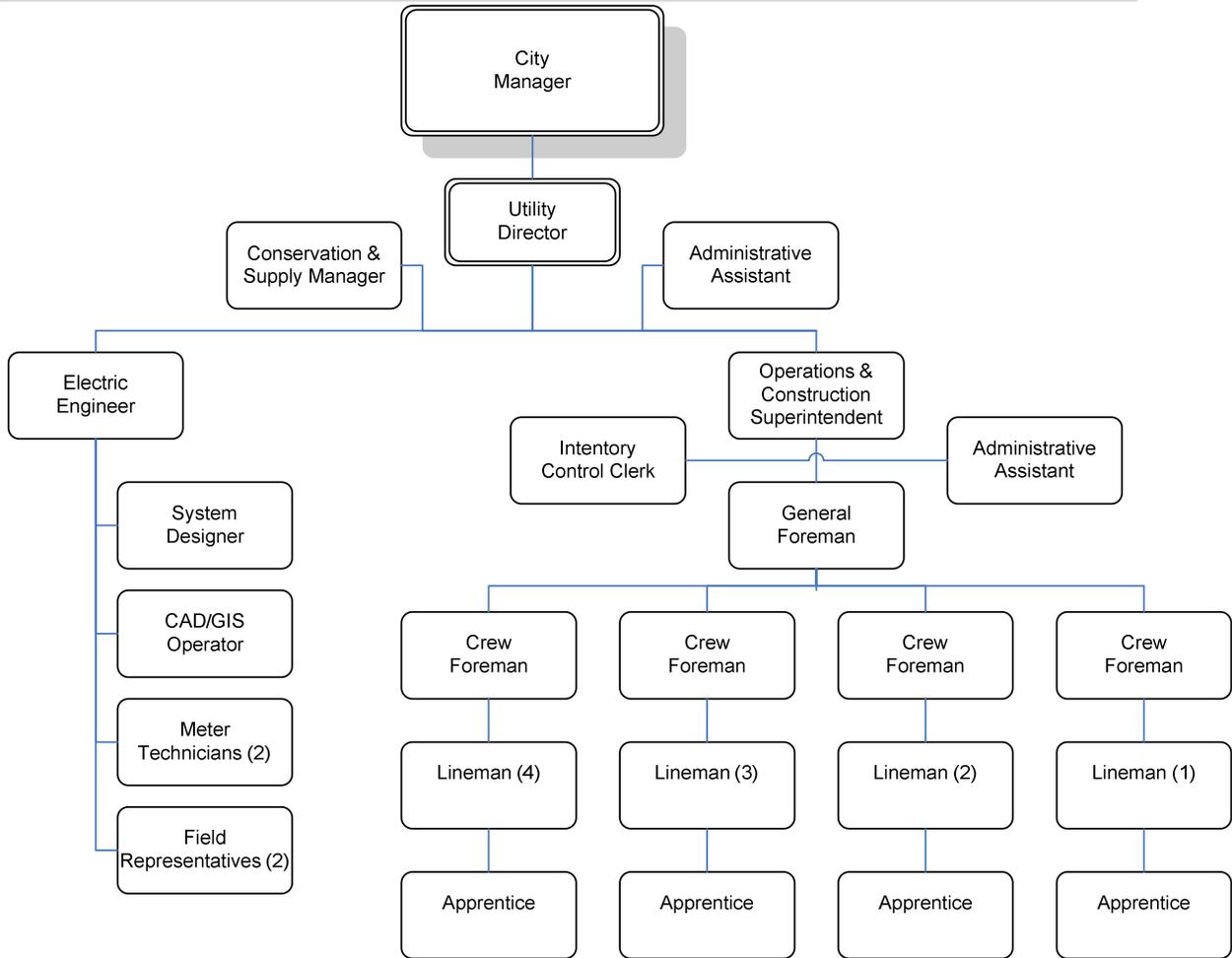
ISSUES/CHALLENGES

- To ensure reliability of the electric system by continuing to upgrade established areas of the electric system.
- Meet future electric load demands by purchasing power generated by sustainable energy sources.
- To maintain a well trained, dynamic work force.
- Meet and/or exceed industry standards by developing good safety practices and communication protocols.



Electric Fund OPERATIONS

ORGANIZATIONAL CHART



Personnel History				
	<u>Position</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>
	Utility Director	0.5	0.5	0.5
	Administrative Assistant	0.5	0.5	0.5
	GIS Manager	0.4	0.4	0.4
	Conservation & Supply Manager	0	0	0.5
	Total Full-Time Employees	1.4	1.4	1.9
Electric Engineering				
	Engineering Planning Manager	0	1	1
	System/Distribution Designer	1	1	1
	CAD Operator	1	1	1
	Meter Technician	2	2	2
	Field Representative	3	3	0
	Total Full-Time Employees	7	8	5



Electric Fund OPERATIONS

Electric Operations & Construction			
Operations & Construction Superintendent	1	1	1
Administrative Assistant	1	1	1
Inventory Control Clerk	1	1	1
General Foreman	1	1	1
Crew Foreman	4	4	4
Lineman	11	10	10
Lineman Apprentice	3	4	4
Part-Time Lineman	2	2	2
Seasonal	1	1	1
Total Full-Time Employees	22	22	22
Total Part-Time Employees	2	2	2
Total Seasonal	1	1	1
Total Department Employees (FT)	30.4	31.4	28.9
Total Department Employees (PT)	2	2	2
Total Department Seasonal Employees	1.0	1.0	1.0

2009 HIGHLIGHTS	2010 GOALS
------------------------	-------------------

Operations & Construction Division	
<ul style="list-style-type: none"> Completed upgrades to Security 4 Circuit to Fountain Creek 5 tie Completed underground upgrades in Harvard/Quebec Area Upgraded .75 mile upgrade from C&S Rd to Comanche Village Dr Upgraded .9 miles of overhead lines from Southmoor Ln to Southmoor Dr, ending at Paladin Pl Initiated pilot program for LED lights by installing along Main Street and Ohio Avenue to Metcalfe Park Installed infrastructure that allowed connection from MVEA to City of Fountain Electric Department 10,000 feet of overhead lines cleared by Quality Tree Service in the Widefield Area of our system Upgraded 2,000 feet of overhead lines located East of the 7/11 on Fountain Mesa Rd to Cabin Dr. Installed modifications to City of Fountain infrastructure to accommodate US HWY 16 widening project System power pole audits completed to support Qwest pole attachment agreement Two Apprentice Lineman completed the apprenticeship program and were promoted to Journeyman Lineman status PowerTown safety demonstrations have been completed throughout the 2008 year at several events and continue to grow and be requested by surrounding businesses and schools providing the public with much needed safety information 	<ul style="list-style-type: none"> Replace underground secondary and primary in the Widefield areas of Fay Dr, Eudora St and Bickley St Upgrade Fountain Creek 5 Circuit conductor which begins 500' north of Wal-Mart on Southmoor Dr, proceeding .85 miles to a point south of Albertacos on US Hwy 85 Replace 500 175W mercury vapor fixtures with 100 W high pressure sodium fixtures Procure and implement work order management system for Electric, Water and Customer Service Contract for after hours communications and dispatch services



Electric Fund OPERATIONS

<ul style="list-style-type: none"> Electric Department received a 100% on the CIRSA Audit. Safety courses completed in 2009 included NESC training, CPR & First Aid training, Forklift Certifications, Safety Inspections completed and passed on all bucket & boom trucks and other electric equipment 	
Planning & Engineering Division	
<ul style="list-style-type: none"> Installed fiber optic from Electric Department to City Hall and the North Fountain Substation. We were able to disconnect two T-1 lines to assist in financing for this project. 	<ul style="list-style-type: none"> Install communication infrastructure and meters to allow two way communications between office network and customer network. This will allow automated meter reads, remote disconnect, remote programming, in home display, etc. Replace existing commercial meters with Automated Meter Reading (AMR)

BUDGET -- ENGINEERING AND PLANNING

Budget Item	2007 Actual	2008 Actual	2009 Original Budget	2010 Budget
Salaries and Benefits		\$451,916	\$616,580	\$ 454,130
Materials and Supplies		\$ 2,118	\$ 38,690	\$ 24,660
Purchased Services		\$ 26,594	\$267,000	\$ 218,170
Fixed Charges				
Capital		\$ 45,501	\$330,000	\$792,850
Total		\$526,129	\$1,252,270	\$1,489,810

Note: Prior to 2008, Engineering and Planning was accounted for in the operations and maintenance cost center.

BUDGET -- SOURCE OF SUPPLY

Budget Item	2007 Actual	2008 Actual	2009 Original Budget	2010 Budget
Salaries and Benefits				
Materials and Supplies				
Purchased Services	\$11,050,804	\$10,741,123	\$10,935,000	\$11,895,890
Fixed Charges				
Capital				
Total	\$11,050,804	\$10,741,123	\$10,935,000	\$11,895,890

BUDGET -- OPERATIONS AND MAINTENANCE

Budget Item	2007 Actual	2008 Actual	2009 Original Budget	2010 Budget
Salaries and Benefits	\$1,873,953	\$1,838,630	\$2,345,650	\$2,332,630
Materials and Supplies	\$ 308,677	\$ 190,007	\$2,022,700	\$ 944,110
Purchased Services	\$ 377,843	\$ 271,612	\$ 354,165	\$ 339,150
Fixed Charges				
Capital	\$1,739,839	\$1,263,702	\$2,010,000	\$ 1,010,000
Total	\$4,300,312	\$3,563,951	\$6,732,515	\$4,625,890

Significant Changes: Salaries and Benefit expenditures are tracked on a budgetary basis throughout the year. At the end of the year, the portion related to capital projects is capitalized.



Electric Fund OPERATIONS

BUDGET -- ADMINISTRATION

Budget Item	2007 Actual	2008 Actual	2009 Original Budget	2010 Budget
Salaries and Benefits	\$ 415,029	\$ 458,095	\$ 488,410	\$ 495,830
Materials and Supplies	\$ 8,910	\$ 8,742	\$ 9,600	\$ 9,600
Purchased Services	\$ 933,556	\$1,055,038	\$1,267,670	\$ 1,199,990
Fixed Charges	\$ 944,128	\$ 981,752	\$ 88,300	\$ 92,490
Operating Transfers	\$ 257,800	\$ 359,190	\$ 396,840	\$ 314,740
Capital		\$ 11,190	\$ 170,000	\$ 5,600
Total	\$2,559,423	\$2,862,817	\$2,420,820	\$ 2,118,250

Significant Changes: The large difference in the fixed charges category between actual and budgeted numbers is due to the City not budgeting for depreciation.

ACTIVITY MEASURES

	2007	2008	2009 (6/30)
Customers Served-Residential	44,600	44,600	44,600
Customers Served – Commercial	900	900	900
Energy Delivered (Mwh)	222,380	85,436	92,903
Meters Installed – Residential	328	108	101
Meters Installed – Commercial	33	12	19

Due to the growth in the area, the following table outlines the electrical apparatus installed to accommodate the new residential and commercial customers moving to our area over the past 3 years:

Overhead Line Miles (3 year total)						
Phases	336 MCM	4/0 AWG	1/0 AWG	#2 AWG	Total Line Miles	
3 Phase	30.693	13.849	2.46	3.0	47.584	
1 Phase				171.416	171.416	
Overhead Secondary					Total Line	
1/0 AWG					47.50	
#2 Triplex					47.50	
Underground Line Miles (3 year total)						
Phases	750 MCM	500 MCM	1000 MCM	4/0	#2	Total
3 Phase	2.05	6.06	.8	1.34	12.15	22.40
1 Phase					288.11	288.11
Secondary Underground						Total
2/0 Hunter Secondary						76.998



Electric Fund CUSTOMER SERVICE

DESCRIPTION

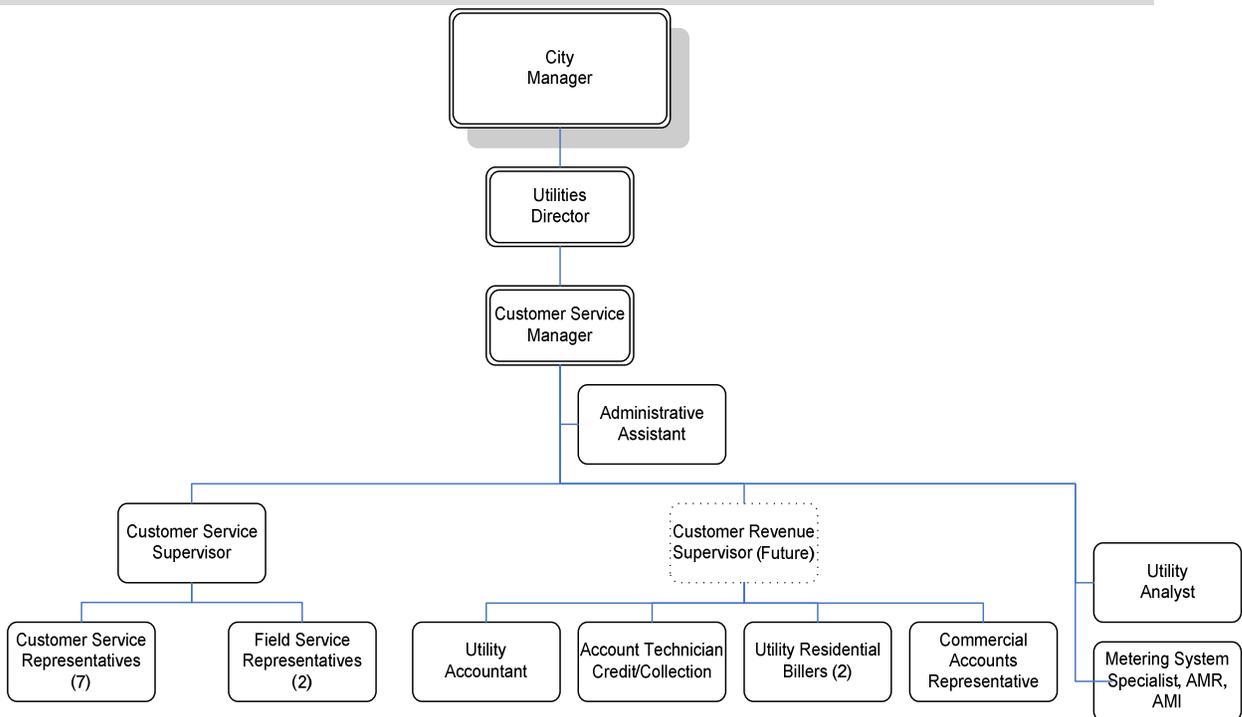
The Customer Service Department is located in City Hall and serves the Customer Service and Billing needs of approximately 16,000 customers. Customer Service also provides billing services for Fountain Sanitation District and Widefield Water and Sanitation District. We are responsible for all customer contacts regarding their accounts. This starts with initializing the account for the customer; account maintenance; billing (residential and commercial); key account management; meter reading; assisting with any account questions; negotiating payment arrangements; low-income energy assistance (Lighten the Load); utility file maintenance and analysis; cashiering; credit and collections; and financial accountability. Implement mobile Automated Meter Reading system. Provide field service to customers.

Funding for the Customer Service Division of the Utilities Department comes from the Water Fund (30%) and the Electric Fund (70%).

MISSION STATEMENT

The mission of the Customer Service Department of the City of Fountain Utilities is to fulfill the business needs of the Utilities by: providing the finest possible service for our customers (internal as well as external) regardless as to their station or status; listening to their concerns; fulfilling their valid needs; and anticipating their un-communicated needs. At the same time, we are to provide the most hospitable and rewarding work environment possible.

ORGANIZATIONAL CHART





Electric Fund CUSTOMER SERVICE

Personnel History			
<u>Position</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>
Customer Service Manager	1	1	1
Administrative Assistant	1	1	1
Customer Service Supervisor		1	1
Customer Revenue Supervisor	0	0	1
Accountant	1	1	1
Utility Analyst	1	1	1
Credit Collections		1	1
Commercial Accounts Representative	1	1	1
Residential Billing Representative	2	2	2
Customer Service Representative	5	6	7
Part-Time Tele-Worker Customer Service Rep	1	2	0
Field Service Representative			3
Total Full-Time Employees	12	15	20
Total Part-Time Employees	1	2	0

2009 HIGHLIGHTS	2010 GOALS
<ul style="list-style-type: none"> • Completed Phase 1 Reorganization. <ul style="list-style-type: none"> ○ Customer Services Division. • Implemented Teleworking Program for Customer Service Representatives, two currently active. • Completed Phase 1 of Customer Service Processes and Procedures manual. • Continued application for \$25,000 grant from Energy Outreach Colorado for the Lighten the Load low income energy assistance program • Customer Services Division answered approximately 50,000 phone calls for the year. • Billed approximately 280,000 meters with negligible error rate. • Billed approximately 3,632 final bills, which, represents an approximate 27% turn-over rate of our customer base. • 1,392 non-pay field service orders produced for the first 6 months. • 1,392 non-pay field service orders produced for the first 6 months. • Will post approximately 100,000 cashier payments for the year. • 59% of all telephone calls have been answered in less than 30 seconds. • Conducting meetings with key accounts and approximately 320 contacts with our small commercial customers. • Conducted Utility Deposit study. 	<ul style="list-style-type: none"> • Complete Phase 2 Reorganization. <ul style="list-style-type: none"> ○ Customer Revenue Division • Install full function Interactive Voice Response system. • Conduct Customer Information System selection study. • Continue Smart Grid initiative. • Re-develop Rules and Regulations Governing Customer Service Department. • Perform Cost of Service Rate Study. • Implement Cross Training Program. • Administer Conservation and Efficiency Rebate Program. • Continue participation in design and renovation of 101 North Main Street. • Enhance Key Accounts Program by dedicating position.



Electric Fund CUSTOMER SERVICE

BUDGET (ELECTRIC FUND-70% OF TOTAL BUDGET)

Budget Item	2007 Actual	2008 Actual	2009 Original Budget	2010 Budget
Salaries and Benefits	\$ 540,592	\$ 483,192	\$ 631,370	\$ 975,160
Materials and Supplies	\$ 14,467	\$ 13,208	\$ 27,010	\$ 20,540
Purchased Services	\$ 254,466	\$ 402,314	\$ 447,290	\$ 478,320
Fixed Charges	\$ 31,026	\$ 63,214	\$ 75,740	\$ 81,970
Capital	\$ 0		\$ 35,000	\$ 273,630
Total	\$ 840,551	\$ 961,929	\$ 1,216,410	\$ 1,829,620

ACTIVITY MEASURES

	2006	2007	2008 (5/30)
Utility Bills Mailed	175,649	179,053	76,078
Late Notices Mailed	24,138	27,075	13,484
Final Bills	4,551	4,453	1,816
Number of Phone Calls Answered	NA	47,044	24,845
Operating Cost per FTE	\$30,953	\$29,812	\$35,731
Operating Cost per Customer Mailing	\$1.86	\$2.04	\$1.82
PUC/BBB Complaints Responded to	0	1	1



Public Works Department FLEET MAINTENANCE

DESCRIPTION

Fleet Division is located with the Electric Utility Department at 6745 Southmoor Drive. The Division has one full-time Fleet Services Superintendent and four full-time Fleet Mechanics. The Division services all City Departments. The Division maintains approximately 285 vehicles and major equipment units plus numerous small engine equipment units. Fleet Division major responsibilities are as follows:

- City Vehicle & Equipment Purchases & Outfitting
- City Vehicle & Equipment Maintenance & Repairs
- City Vehicle & Equipment Fuel, Oil & Misc. Fluids
- City Vehicle & Equipment Salvage & Disposal
- Small Engine Equipment Maintenance & Repairs
- Emergency Roadside Assistance
- Welding Services

Vehicles & Equipment include: Police Cruisers, Fire Engines, Ladder Truck, Ambulances, Cars, Vans, SUV's, Pick-ups, Motorcycles, Dump Trucks, Aerial Trucks, Street Sanders, Snow Plows, Snow Blowers, Street Sweepers, Tractors, Trailers, Loaders, Trenchers, Backhoes, Attachments, Motor Graders, Fork Lifts, ATVs, Pumps, Compressors, Generators, Hydro-Vacs, Crack Sealers, Grinders, Mowers, Chippers, Tillers, Chain Saws and Leaf Blowers.

2009 Distribution of Major Vehicles & Equipment is as follows:

Electric Department:	55
Water Department:	38
Utility Customer Services:	8
Public Works Streets:	35
Public Works Parks:	42
Fire Department:	27
Police Department:	58
City Administration:	5
Code Enforcement:	4
Fleet Services	4
Housing Department:	9
Total:	285

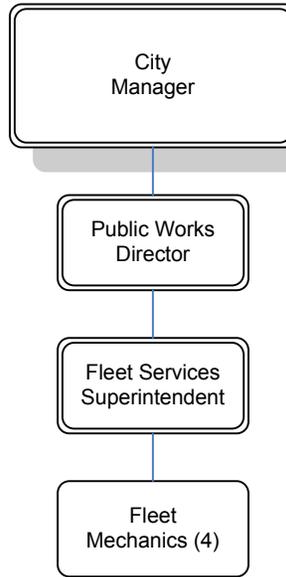
MISSION STATEMENT

The Department of Public Works, utilizing limited available resources and guided by common sense, accountability and compassion strives to plan, construct, maintain and support safe and efficient public facilities, infrastructure and services in order to meet the quality of life demands of our growing diverse community.



Public Works Department FLEET MAINTENANCE

ORGANIZATIONAL CHART



Personnel History				
Position	2008	2009	2010	
Fleet Manager	1	1	1	
Mechanic II	4	4	4	
Total Full-Time Employees	5	5	5	

2009 HIGHLIGHTS

- Upgrade Fleet Management Software
- Replace Electric Digger Derrick Platform
- Replace Electric Truck Cab & Chasis
- Reconstruct Street Sweeper Conveyor
- Debug New Street Sweeper Problems
- Terex Aerial/ Digger Derrick Training

2010 GOALS

- Improve Utilization of Fleet Software
- Acquire Metal Worker Machine
- Improve Staff Cross-Training
- Upgrade Vehicle Scan Tools

BUDGET

Budget Item	2007 Actual	2008 Actual	2009 Original Budget	2010 Budget
Salaries and Benefits	\$ 458,526	\$ 489,973	\$ 475,020	\$ 479,880
Materials and Supplies	\$ 496,857	\$ 537,989	\$ 52,700	\$ 48,700
Purchased Services	\$ 10,362	\$ 16,037	\$ 19,350	\$ 19,350
Fixed Charges	\$ 0	\$ 0	\$ 0	\$ 0
Capital	\$ 13,470	\$ 21,018	\$ 5,500	\$ 0
Total	\$ 979,214	\$1,065,017	\$ 552,570	\$ 547,930

Note: In 2009 Fuel, Oil & Vehicle Maintenance Material & Supplies line items were included in each respective City Department.



Public Works Department FLEET MAINTENANCE

ACTIVITY MEASURES				
Activity Item	2006	2007	2008	2009 (8/30)
Full – Time Employees	5	5	5	5
Work Orders	296	329	146*	284
Works Orders Per FTE	59.2	65.8	29.2	56.8
Maintenance Cost Per Vehicle by Department	--	--	--	--

-- Data not currently available.

* Not entirely accurate due to problems with work order software

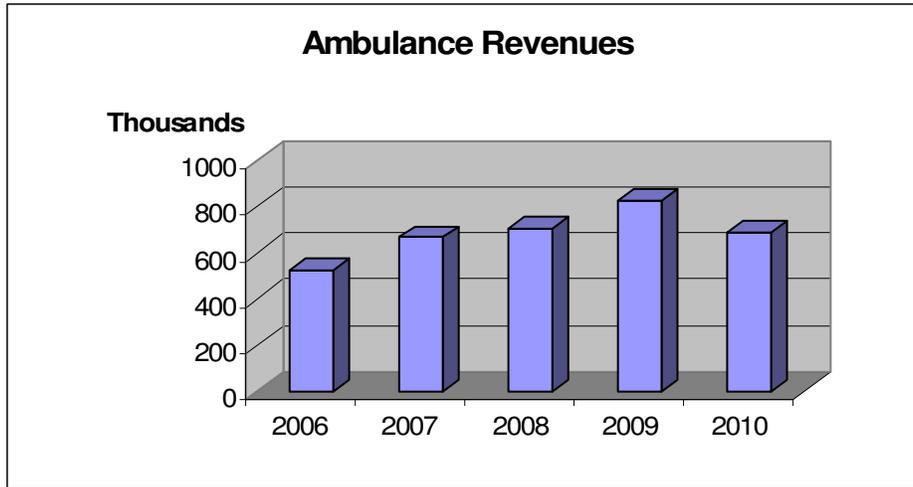


AMBULANCE FUND Revenues

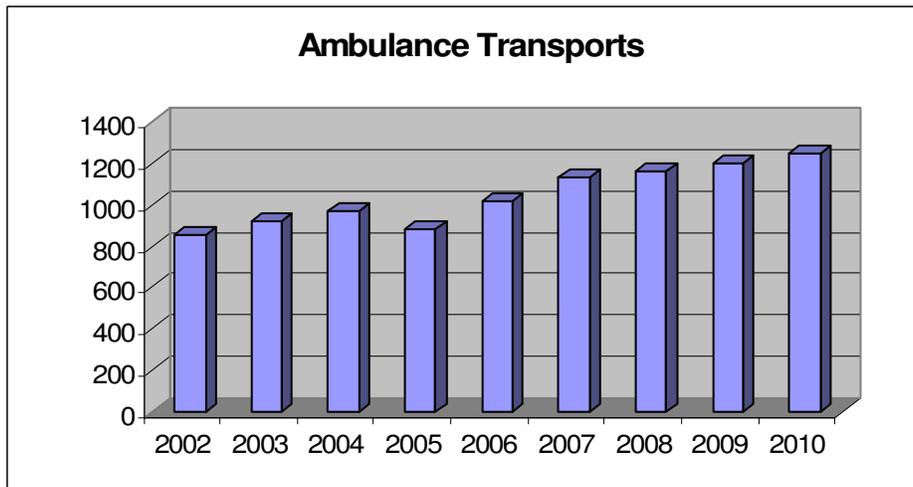
DESCRIPTION

The Ambulance Fund is a Proprietary, or Business, Fund that accounts for the activity of the Ambulance Transport run by the City's Fire Department. All charges for services and expenditures are accounted for in this fund.

Estimated total revenue from ambulance transports in 2009 is projected to be \$690,700 based on 1,250 transports. The column chart below illustrates a four year history of revenues from ambulance transports.



The following column chart provides a history of transports by year since the inception of the ambulance transport.





Ambulance Fund OPERATIONS

DESCRIPTION

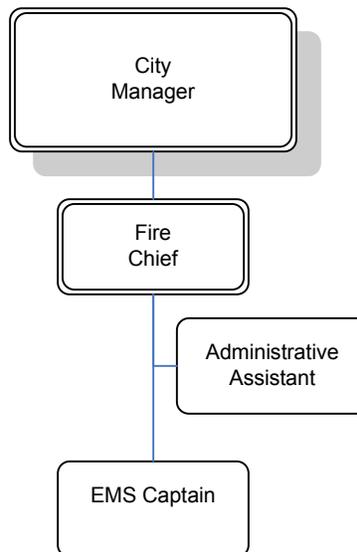
The City of Fountain Fire Department began an improved level of Emergency Medical Services when the present paramedic ambulance transport was placed on-line in January 2002. The paramedic level of service allows the fire department to offer a wide variety of services to its citizens including Advanced Cardiac Life Support (ACLS), IV therapy, external cardiac pacing, synchronized cardioversion, endotracheal intubation, and specific drug therapies. Certifications held by the paramedics include Advanced Cardiac Life Support (ACLS), Pediatric Advanced Life Support (PALS), Neo-natal Advanced Life Support (NALS), and Advanced Trauma Life Support (ATLS). The ambulance has reduced citizens' arrival time to the hospital by 20 minutes.

The ambulance has certainly saved countless lives by providing quick deliveries of its citizens to hospitals in the area. The paramedics and EMT's assigned to ambulance are also certified firefighters.

MISSION STATEMENT

Our mission is to minimize loss of life, suffering and damage due to fire, medical and environmental emergencies within the community of Fountain through public education, code management and incident response.

ORGANIZATIONAL CHART



Personnel History			
<u>Position</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>
Paramedic/Firefighter	4	3	3
Firefighter	4	5	5
Total Full-Time Employees	8	8	8



Ambulance Fund OPERATIONS

2009 HIGHLIGHTS	2010 GOALS
<ul style="list-style-type: none"> • Light bar replacement on medic 1 (state of the art LED) 	<ul style="list-style-type: none"> • Increased transports

BUDGET				
Budget Item	2007 Actual	2008 Actual	2009 Original Budget	2010 Budget
Salaries and Benefits	\$596,107	\$612,794	\$618,930	\$604,650
Materials and Supplies	\$ 21,486	\$ 42,802	\$ 61,240	\$ 56,180
Purchased Services	\$ 58,142	\$ 52,741	\$ 73,880	\$ 78,260
Fixed Charges	\$ 14,683	\$ 14,371	\$	\$
Transfers to Other Funds	\$ 55,190	\$ 53,660	\$ 53,660	\$ 30,910
Capital				
Total	\$745,518	\$ 776,367	\$ 782,140	\$770,000

ACTIVITY MEASURES			
	2007	2008	2009 (6/30)
Population Served	22,300	22,300	23,000
Calls for service	1,984	2,106	1,122
# of transports	1,134	1,164	638
# of transports AMR – private Ambulance	93	125	82
Total Revenue	\$668,680	\$714,921	\$322,507
Average delivery time to Hospitals–Emergency	17 Minutes	17 Minutes	17 Minutes
Average turn around time from Hospitals	20 Minutes	20 Minutes	20 Minutes



DRAINAGE FUND

DESCRIPTION

The Public Works Department Engineering/Administration Division office currently administers the Storm Water Drainage Utility Division that is located on the first floor of City Hall. The Division has one full-time Director/City Engineer, one full-time Administrative Assistant and one full-time Construction Inspector. The Public Works Street & Drainage Division currently performs ongoing maintenance of the City Storm Water Drainage Systems. In addition many drainage facilities are privately owned and operated for which the City conducts regular inspections to ensure such facilities are being properly constructed and maintained. This Division also administers the City's Municipal Storm Water Discharge (MS4) Permit as issued by the State of Colorado.

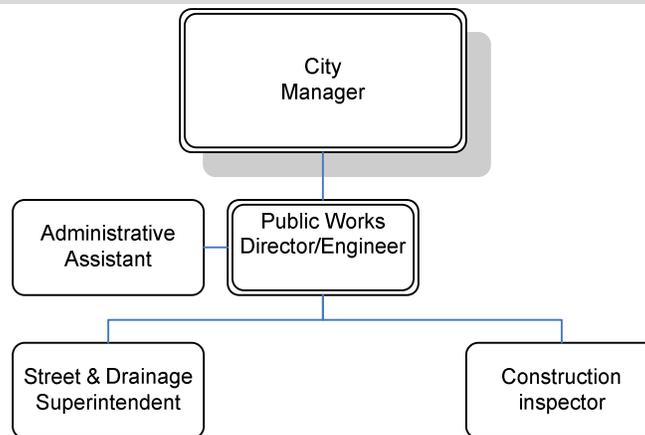
The City established a Storm Water Enterprise Fund by Ordinance 1158 on October 23, 2001. The City established a Jimmy Camp Drainage Basin Fee by Ordinance 1199 on September 9, 2003. The City established an Exemption to the Jimmy Camp Drainage Basin Fee by Ordinance 1419 on April 8th 2008 for all development implementing Full-Spectrum Detention and other Erosion Control & Storm Water Quality Management Code Standards as established by City Ordinances 1384 (August 14, 2007).

The City is currently working on a Storm Water Utility Needs Assessment and City-wide Storm Water Utility Enterprise Fee Study. If and when a City-wide Storm Water Utility fee is ever established, then this Division can be properly organized; begin working on numerous pending improvement projects; and better monitor/maintain the City Storm Water Drainage System.

MISSION STATEMENT

The Department of Public Works, utilizing limited available resources and guided by common sense, accountability and compassion strives to plan, construct, maintain and support safe and efficient public facilities, infrastructure and services in order to meet the quality of life demands of our growing diverse community.

ORGANIZATIONAL CHART



2009 HIGHLIGHTS	2010 GOALS
<ul style="list-style-type: none"> Implemented New State MS4 Permit Complete Markets At Mesa Ridge Full-Spectrum Detention Pond Improvements Complete Storm Water Utility Needs Assessment 	<ul style="list-style-type: none"> Maintain State MS4 Permit Program Secure City-Wide Funding & Fully Implement Storm Water Utility Design Link Road/Bridge Jimmy Camp Creek Drop Structure Improvements



DRAINAGE FUND

BUDGET

Budget Item	2007 Actual	2008 Actual	2009 Original Budget	2010 Budget
Total Revenue				\$ 76,000
Salaries and Benefits	\$ 0	\$ 0	\$ 0	\$ 0
Materials and Supplies	\$ 0	\$ 0	\$ 0	\$ 0
Purchased Services	\$ 0	\$ 0	\$ 100,000	\$ 50,000
Fixed Charges	\$ 0	\$ 0	\$ 0	\$ 0
Capital	\$ 0	\$ 18,603	\$ 0	\$ 0
Total Expenditures	\$ 0	\$ 18,603	\$ 100,000	\$ 50,000

ACTIVITY MEASURES

Activity Measures have not yet been established or tracked due to funding limitations and lack of available staff.



Miscellaneous Funds SUMMARY

DESCRIPTION

Section IX of the budget document contains the various other miscellaneous funds that are not the primary operating funds of the City. These funds are as follows:

- Conservation Trust Fund
- CDBG Revolving Fund
- Impact Fund
- Heritage Maintenance District Fund
- Contingency Fund
- Volunteer Fund
- General Improvement District #1
- Insurance Fund
- Fire Pension

A summary of these funds are as follows:

Miscellaneous Fund Summary				
	Beginning Fund Balance	Add: 2010 Revenues	Less: 2010 Expenditures	Ending Fund Balance
Conservation Trust Fund	\$ 181,547	\$ 193,290	\$ 320,000	\$ 54,837
CDBG Revolving Fund	\$ 6,080	\$ -	\$ 6,080	\$ -
Impact Fund	\$ -	\$ 110,250	\$ 110,250	\$ -
Heritage Maintenance District Fund	\$ 222,500	\$ 77,140	\$ 73,700	\$ 225,940
Contingency Fund	\$ 48,711	\$ 1,700	\$ -	\$ 50,411
Volunteer Fund	\$ 10,387	\$ 18,000	\$ 18,000	\$ 10,387
General Improvement District #1	\$ 5,980	\$ 10,100	\$ 0	\$ 16,080
Insurance Fund	\$ -	\$ 1,821,180	\$ 1,821,180	\$ -
Fire Pension	\$ 709,780	\$ 20,080	\$ 6,300	\$ 723,560

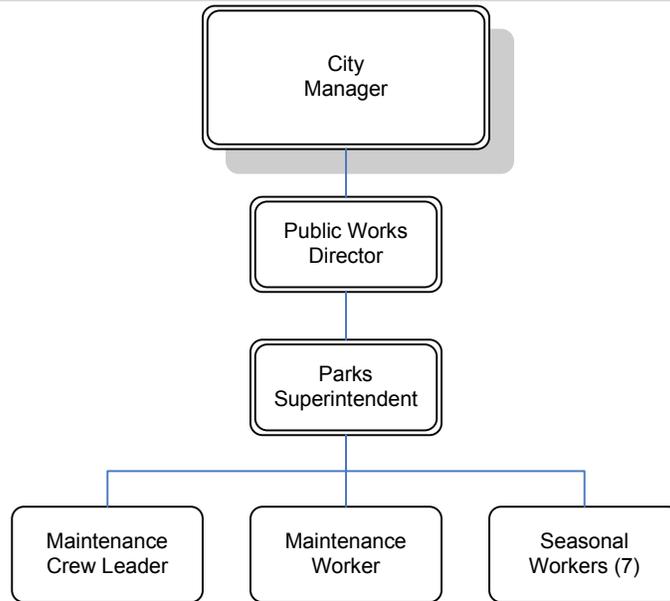


Miscellaneous Funds CONSERVATION TRUST FUND

DESCRIPTION

The Colorado Constitution, as amended 1992, states that the net proceeds of the Colorado Lottery are to be used for state and local parks, recreation facilities, open space, environmental education, and wildlife habitats. The Conservation Trust Fund (CTF) is one of three funds established to accomplish these goals. The CTF receives 40% of all net lottery proceeds. The Department of Local Affairs distributes CTF dollars from net Lottery proceeds to over 460 eligible local governments; counties, cities, towns, and Title 32 special districts that provide park and recreation services in their service plans. The CTF is distributed quarterly on a per capita basis. The Public Works Department Parks Division utilizes these funds for maintenance of City parks, the acquisition of additional park land /open space, and capital improvements in the City's park system.

ORGANIZATIONAL CHART



BUDGET

Budget Item	2007 Actual	2008 Actual	2009 Original Budget	2010 Budget
Salaries and Benefits	\$ 0	\$ 0	\$ 0	\$ 0
Materials and Supplies	\$ 5,579	\$ 39,997	\$ 57,000	\$ 104,000
Purchased Services	\$ 16,998	\$ 0	\$ 29,000	\$ 39,500
Fixed Charges	\$ 0	\$ 0	\$ 0	\$ 0
Capital	\$ 118,616	\$ 85,790	\$ 169,400	\$ 176,500
Total	\$ 141,193	\$ 125,787	\$ 255,400	\$ 320,000

CONSERVATION TRUST FUND 2010 BUDGET SUMMARY	
2010 BEGINNING FUND BALANCE	181,547
+2010 REVENUES	193,290
-2010 EXPENSES	320,000
FUND BALANCE 12/31/10	\$ 54,837



Miscellaneous Funds

COMMUNITY DEVELOPMENT BLOCK GRANT REVOLVING FUND

DESCRIPTION

The Community Development Block Grant Revolving Fund is a special revenue fund that was established to account for Rehabilitation Loans in the 1980s. All loans have been repaid. This fund is currently used to fund a food service worker at Grinde Manor, a low income senior citizen living facility.

BUDGET

COMMUNITY BLOCK GRANT REVOLVING FUND	
2010 BUDGET SUMMARY	
2010 BEGINNING FUND BALANCE	\$6,080
+ 2010 REVENUES	
- 2010 EXPENSES	\$6,080
FUND BALANCE 12/31/10	\$0



Miscellaneous Funds IMPACT FUND

DESCRIPTION

The Impact Fund is a special revenue fund which was established by the Fountain City Council to collect an impact fee for new residential construction to assist in payment for police, fire and planning services necessitated by increased residential development.

It is estimated that 150 new housing starts will occur in 2010 which will generate \$110,250 in impact fees. These funds will be transferred to the General Fund during the year.

BUDGET

Budget Item	2007 Actual	2008 Actual	2009 Original Budget	2010 Budget
Salaries and Benefits	\$ 0	\$ 0	\$ 0	\$ 0
Materials and Supplies	\$ 0	\$ 0	\$ 0	\$ 0
Purchased Services	\$ 0	\$ 0	\$ 0	\$ 0
Fixed Charges	\$ 0	\$ 0	\$ 0	\$ 0
Operating Transfers	\$ 415,500	\$ 137,501	\$ 183,750	\$ 110,250
Capital	\$ 0	\$ 0	\$ 0	\$ 0
Total	\$ 415,500	\$ 137,501	\$ 183,750	\$ 110,250

IMPACT FUND 2010 BUDGET SUMMARY	
2010 BEGINNING FUND BALANCE	\$0
+ 2010 REVENUES	\$110,250
- 2010 EXPENSES	\$110,250
FUND BALANCE 12/31/10	\$0



Miscellaneous Funds

HERITAGE SPECIAL IMPROVEMENT MAINTENANCE DISTRICT

DESCRIPTION

The Heritage Special Improvement Maintenance District was created by the Fountain City Council in order to provide for the repair and maintenance of certain special improvements including landscape, sidewalk, trails, fencing, drainage and open space improvements within the Heritage Subdivision District. The maintenance of these special improvements is paid for through a property tax assessment, or mill levy, for properties within the District. The current assessment is set at 4.94 mills with a maximum cap of 5.0 mills. The Heritage Subdivision is very close to full build out. The Heritage Special Improvement Maintenance District is administered by a City Council appointed District Advisory Committee with staffing assistance by the Public Works Parks Division and City Clerk's Office.

2009 HIGHLIGHTS	2010 GOALS
------------------------	-------------------

- | | |
|---|--|
| <ul style="list-style-type: none"> • Detention Pond Reconstruction • Fountain Mesa Road Fence Painting • Arbor Day Tree Planting | <ul style="list-style-type: none"> • Continued maintenance. • Host Arbor Day celebration |
|---|--|

BUDGET

Budget Item	2007 Actual	2008 Actual	2009 Original Budget	2010 Budget
Salaries and Benefits	\$ 0	\$ 0	\$ 0	\$ 0
Materials and Supplies	\$ 0	\$ 6	\$ 0	\$ 0
Purchased Services	\$ 17,803	\$ 58,578	\$ 64,900	\$ 73,700
Fixed Charges	\$ 0	\$ 0	\$ 0	\$ 0
Capital	\$ 0	\$ 0	\$ 0	\$ 0
Total	\$ 17,803	\$ 58,584 0	\$ 64,900	\$ 73,700

HERITAGE MAINTENANCE DISTRICT 2010 BUDGET SUMMARY	
2010 BEGINNING FUND BALANCE	\$222,500
+ 2010 REVENUES	\$77,140
- 2010 EXPENSES	\$73,700
FUND BALANCE 12/31/10	\$225,940



Miscellaneous Funds CONTINGENCY FUND

DESCRIPTION

The Contingency Fund is a special revenue fund that was established as a “rainy day” fund by the Fountain City Council. These funds are available for supplemental appropriation as the City Council determines

BUDGET

CONTINGENCY FUND 2010 BUDGET SUMMARY	
2010 BEGINNING FUND BALANCE	\$48,711
+ 2010 REVENUES	\$1,700
- 2010 EXPENSES	\$0
FUND BALANCE 12/31/10	\$50,411



Miscellaneous Funds VOLUNTEER FIRE FUND

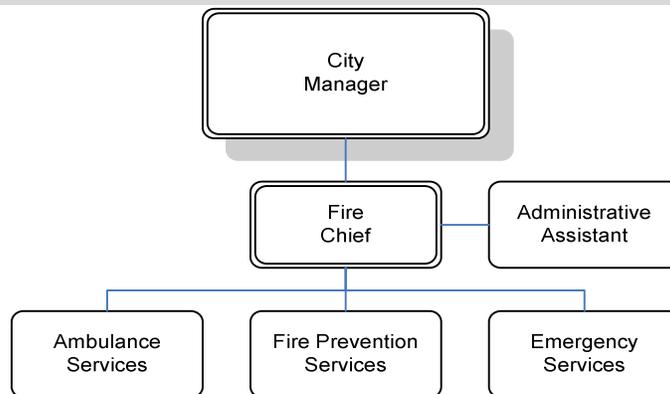
DESCRIPTION

The City of Fountain Fire Department covers a city of 22 square miles with a population of 23,000 citizens. The department also covers 16 miles of Interstate 25 from mile post 132 south to the Pueblo County line, mile post 116. The Department has 30 career Fire Fighters and 60 Volunteer Fire Fighters and support staff, which work out of three fire stations. The volunteer firefighters maintain the same fire and EMS certifications and have the same responsibilities as the career fire fighters. Volunteer fire fighters, on average, save taxpayers \$500,000 a year in personnel cost. An internal fire academy is held each year to train incoming volunteers in firefighting and EMS. Volunteer firefighters receive a stipend of \$25.00 per 12 hours they work at a fire station. The volunteers have their own fund to help off set the cost of their uniforms, training and other needed equipment. All funds that go into the volunteer fund are through donations, not tax dollars.

MISSION STATEMENT

Our mission is to minimize loss of life, suffering and damage due to fire, medical and environmental emergencies within the community of Fountain through public education, code management and incident response.

ORGANIZATIONAL CHART



2009 HIGHLIGHTS

- Increased volunteer firefighters by 10

2010 GOALS

- Increase volunteer firefighters by 10

BUDGET

Budget Item	2007 Actual	2008 Actual	2009 Original Budget	2010 Budget
Materials and Supplies	\$ 591	\$ 1,145	\$ 950	\$ 2,000
Purchased Services	\$ 9,071	\$ 10,962	\$ 15,650	\$ 16,000
Total	\$ 9,662	\$ 12,107	\$ 16,600	\$ 18,000

VOLUNTEER FIRE FUND 2010 BUDGET SUMMARY	
2010 BEGINNING FUND BALANCE	\$10,387
+ 2010 REVENUES	\$18,000
- 2010 EXPENSES	\$18,000
FUND BALANCE 12/31/10	\$10,387



Miscellaneous Funds GENERAL IMPROVEMENT DISTRICT #1

DESCRIPTION

On September 25, 2007, City Council approved second reading of Ordinance No. 1386, which organized Fountain General Improvement District No. 1. A special election of eligible electors within the District was held on November 6, 2007 and the imposition of the District's Limited Mill Levy was authorized by these electors including a removal of revenue from TABOR limitations. The primary purpose of the District is to fund, operate and maintain certain regional improvements benefiting properties within the District, including but not limited to life safety, park and recreation, streets, civic and cultural, transportation and drainage facilities. The maximum mill levy is 12 mills for capital funding of which no more than 5% of revenues can be used for administration, operation and maintenance expenses. The Board of Directors of the District is the City Council. An Advisory Committee consisting of representatives of property owners within the District appointed by the Board of Directors is responsible for advising the Board concerning the conduct and management of the affairs of the District. Bonds and other forms of debt can be issued by the District. The first \$1.7 million in tax revenues is allocated to Life Safety Improvements. Thereafter, a minimum of 15% of revenues is allocated to parks and recreation improvements and 15% to civic and cultural improvements with the remaining 70% to be used to fund other regional improvements. No expenditures have been made thus far.

The levy of 12 mills is expected to generate \$9,910 in revenue during 2010. Interest income is expected to be \$190.

BUDGET

GENERAL IMPROVEMENT DIST #1 2010 BUDGET SUMMARY	
2010 BEGINNING FUND BALANCE	\$ 5,980
+ 2010 REVENUES	\$10,100
- 2010 EXPENSES	\$ 0
FUND BALANCE 12/31/10	\$16,080



Miscellaneous Funds INSURANCE FUND

DESCRIPTION

The Insurance Fund is an internal service fund which accounts for insurance program costs of the City, which include premium payments, claims processing, and the wellness program.

Beginning October 1, 2009, the City will utilize a partially self-funded insurance plan. In the past the City has been fully insured.

BUDGET

Budget Item	2007 Actual	2008 Actual	2009 Original Budget	2010 Budget
Salaries and Benefits	\$ 0	\$ 0	\$ 0	\$ 0
Materials and Supplies	\$ 0	\$ 0	\$ 0	\$ 0
Purchased Services	\$ 0	\$ 0	\$ 0	\$1,821,180
Fixed Charges	\$ 0	\$ 0	\$ 0	\$ 0
Operating Transfers	\$ 0	\$ 0	\$ 0	\$ 0
Capital	\$ 0	\$ 0	\$ 0	\$ 0
Total	\$ 0	\$ 0	\$ 0	\$1,821,180

INSURANCE FUND 2010 BUDGET SUMMARY	
2010 BEGINNING FUND BALANCE	\$0
+ 2010 REVENUES	\$1,821,180
- 2010 EXPENSES	\$1,821,180
FUND BALANCE 12/31/10	\$0



Miscellaneous Funds VOLUNTEER FIRE PENSION FUND

DESCRIPTION

The Volunteer Fire Pension Fund is a fiduciary fund use to account for pension payments to retired volunteer firefighters. The fund was established to provide limited pensions to firefighters who retire after twenty years of volunteer service. One retiree and three beneficiaries are currently receiving benefit payments from the fund. An actuarial valuation has determined that the fund is actuarially sound. No contributions are currently being made into the fund.

BUDGET

Budget Item	2007 Actual	2008 Actual	2009 Original Budget	2010 Budget
Salaries and Benefits	\$ 7,200	\$ 6,500	\$ 6,000	\$ 6,000
Materials and Supplies	\$ 0	\$ 0	\$ 0	\$ 0
Purchased Services	\$ 4,000	\$ 0	\$ 4,500	\$ 0
Fixed Charges	\$ 0	\$ 152	\$ 150	\$ 160
Capital	\$ 0	\$ 0	\$ 0	\$ 0
Total	\$ 11,200	\$ 6,652	\$ 10,650	\$ 6,160

VOLUNTEER FIRE PENSION FUND 2010 BUDGET SUMMARY	
2010 BEGINNING FUND BALANCE	\$709,780
+ 2010 REVENUES	\$20,080
- 2010 EXPENSES	\$6,300
FUND BALANCE 12/31/10	\$723,560



Capital Improvements Plan Overview

DESCRIPTION

This Capital Improvements Plan section of the Budget Document identifies the current and future capital needs of the City of Fountain. It is divided into the following two primary sections:

2010 Capital Budget: the Capital Budget portion of the Capital Improvements Plan provides detailed information and cost estimates for those capital items that are included in the 2010 Budget. These items include Projects, Buildings, Land, Computer Equipment & Software, Furniture, Vehicles, and Equipment. In order to meet the definition of “Capital Expenditure”, the project or purchase must cost \$5,000 or more and must have a useful life of more than one year.

2011-2014 Capital Improvement Plan (CIP): the CIP portion of the Capital Improvements Plan consists of summary information on future capital projects or purchases that are projected in the 2011-2014 time frame. These are the same types of capital items identified in the Capital Budget, with the same definition. However, they are projected projects for future years. These Capital items are typically identified in master planning documents adopted by the City, or have been identified by the City as necessary acquisitions in future years.

For ease of use, each of the above sections has been divided into subsections identifying capital purchases for the General Fund, the Water Fund, the Electric Fund, and the Conservation Trust Fund.

The criteria used by the City for capitalization of assets is: 1) the item must have a unit cost of \$5,000 or more; 2) the item must have a useful life of more than one year; 3) the item must be used in operations.

IMPACT OF CAPITAL ITEMS ON FUTURE OPERATING BUDGETS

The City uses a system for rating the impact of capital projects on the operating budget once the project is completed. Costs related to a capital project that might have an impact on current and/or future operating budgets include additional staff, maintenance, and daily operations. The amount of impact is referred to in the following terms.

Positive The project will either generate some revenue to offset expenses or actually reduce operating costs.

Negligible The Impact will be very small. It will generate less than \$5,000 annually in increased operating expenditures. Ongoing operating expenditures can be managed with seasonal employees and existing or upgraded equipment.

Slight The impact will be between \$5,001 and \$20,000 annually in increased operating expenditures, which may require more seasonal staffing and larger equipment upgrades or purchases.

Moderate The impact will be between \$20,001 and \$50,000 annually in increased operating expenditures, requiring one full-time employee and/or larger equipment upgrades or purchases.



Capital Improvements Plan Overview

High The impact will exceed \$50,000 annually in increased operating expenditures, requiring more than one full time employee and /or larger equipment upgrades or purchases.



Capital Improvements Plan 2010 CAPITAL BUDGETS

2010 Capital Budgets



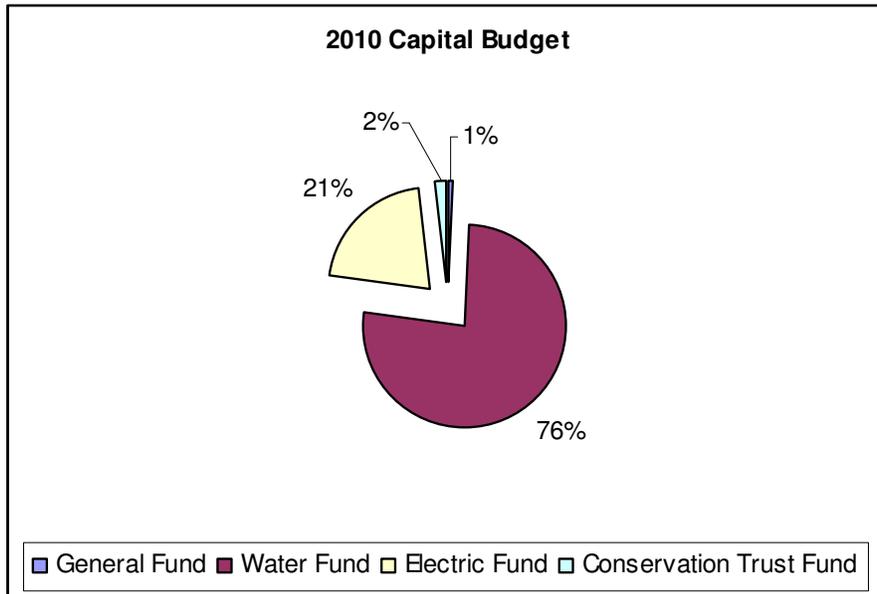
Capital Improvements Plan 2010 CAPITAL BUDGET SUMMARY

DESCRIPTION

The 2010 Capital Budget identifies and summarizes all capital projects or purchases that will impact any of the Funds within the City for the current budget year. The Capital Improvements Plan, provided later, indicates capital projects or purchases that will occur or are planned to occur in the years 2011 through 2014. The funds that include capital projects and/or purchases include the General Fund, the Water Fund, the Electric Fund, and the Conservation Trust Fund.

SUMMARY

2010 Capital Budget Summary								
	Projects	Land	Buildings	Computer Equip./Software	Furniture	Vehicles	Equipment	Totals
General Fund	\$0	\$0	\$16,000	\$46,825	\$0	\$0	\$19,800	\$82,625
Water Fund	\$4,178,148	\$1,300,000	\$1,708,000	\$139,105	\$45,000	\$31,000	\$166,665	\$7,567,918
Electric Fund	\$1,402,500	\$0	\$225,000	\$105,345	\$105,000	\$35,350	\$208,885	\$2,082,080
Conservation Trust Fund	\$20,000	\$0	\$66,000	\$0	\$0	\$20,000	\$56,500	\$162,500
Totals	\$5,600,648	\$1,300,000	\$2,015,000	\$291,275	\$150,000	\$86,350	\$451,850	\$9,895,123





**Capital Improvements Plan
2010 CAPITAL BUDGETS – GENERAL FUND**

GENERAL FUND

General Fund Summary	
	2010
Projects	\$ -
Land	\$ -
Buildings	\$16,000
Computer	
Equipment/Software	\$46,825
Furniture	\$ -
Vehicles	\$ -
Equipment	\$19,800
Total	\$82,625

PROJECTS

None

LAND

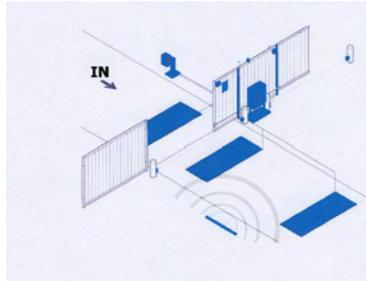
None

BUILDINGS

Title: Security Access Gate - 415 W. Alabama

G/L Account: 100-331-9310
100-551-9310
510-772-9310

Cost: \$16,000.00 in GF (\$8,000 in Water)
Year: 2010
Impact on O&M Budget: Negligible. Increase in electric cost \$100.
Funding Sources: 33% Streets, 33% Parks, 33% Water Fund
Description of project/need: Automated security access gate to Water, Streets, and Parks shop areas.



COMPUTER EQUIPMENT & SOFTWARE

Title: Phase II Fiber Network Upgrade – Endpoint Equipment – Public Safety

G/L Account: 100-116-9434
100-116-9437



Capital Improvements Plan 2010 CAPITAL BUDGETS – GENERAL FUND

Cost: \$12,000
 Year Constructed: 2010
 Impact on O&M Budget: Positive—Savings of \$7,800 expected on current data line lease with Qwest.

Description of project/need: Fiber network switching equipment to connect PD and FD to the city’s fiber optic data network. Will allow the decommissioning of leased T-1 circuit costing the city \$8400/year.

Title:	Phone System Replacement – Public Safety
---------------	---

G/L Account: 100-116-9437 (\$21,800 –PD)
 100-116-9434 (\$13,025 –FD)
 Cost: \$34,825
 Year Constructed: 2010
 Impact on O&M Budget: Negligible—No impact expected.
 Funding Sources: General Fund

Description of project/need: Police HQ and Fire Station 1 currently utilize phone equipment purchased by the El Paso-Teller County E911 Authority. The PBX in question is used to operate 911 services in Fountain, but historically the E911 Authority allows the city to utilize this equipment for routine office telephony services as well, with the city covering the cost of the desktop phones. In 2010, the E911 Authority Will be replacing the existing PBX with a new system. This capital expenditure will cover the costs of desktop phones outside of dispatch as well as other routine business telephony services.

FURNITURE

None

VEHICLES

None

EQUIPMENT

Title:	Bed Sander
---------------	-------------------

G/L Account: 100-331-9420
 Cost: \$19,800
 Year: 2010
 Impact on O&M Budget: Positive—This more efficient sander will reduce the amount of sand used.
 Funding Sources: General Fund

Description of project/need:
 BED SANDER TO REPLACE OLDER TAIL GATE SANDER



Capital Improvements Plan 2010 CAPITAL BUDGETS – GENERAL FUND



Capital Improvements Plan 2010 CAPITAL BUDGETS – WATER FUND

WATER FUND

Water Fund Summary	
	<u>2010</u>
Projects	\$ 4,178,148
Land	\$ 1,300,000
Buildings	\$ 1,708,000
Computer	
Equipment/Software	\$ 139,105
Furniture	\$ 45,000
Vehicles	\$ 31,000
Equipment	\$ 166,665
Total	\$ 7,567,918

PROJECTS

Title:	System Improvements
---------------	----------------------------

G/L Account: 510-772-9310

Cost: \$100,000

Year: 2010

Impact on O&M Budget: Negligible—Estimated at \$400 per year

Funding Sources: Water Department – 100%

Description of project/need: System Improvements for Construction Projects (unforeseen emergency project situations) as a back-up funding on unforeseen emergency issues occurring from construction projects (i.e., Lowes Main Break, Crews Gulch Augmentation Station, etc.).

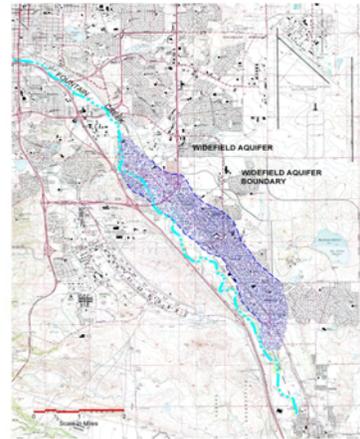
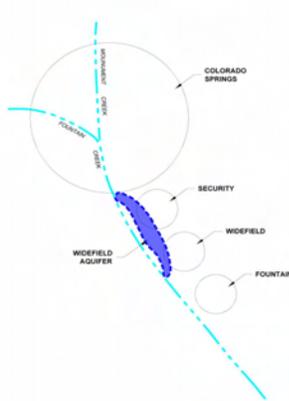




Capital Improvements Plan 2010 CAPITAL BUDGETS – WATER FUND

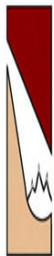
Title: Widefield Aquifer Recharge Association (WARA)

G/L Account: 510-772-9310-2018
 Cost: \$35,000
 Year: 2010
 Impact on O&M Budget: Negligible—No impact expected.
 Funding Sources: Water Department – 100%
 Description of project/need: Widefield Aquifer Recharge Association (WARA) is an organization to which the City of Fountain is a member and works with other water entities on investigating projects to Recharge the aquifer.

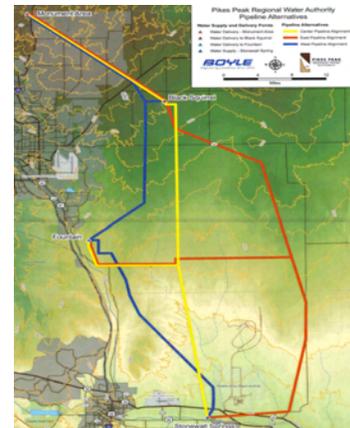


Title: Pikes Peak Regional Water Authority (PPRWA)

G/L Account: 510-772-9310-2028
 Cost: \$31,000
 Year: 2010
 Impact on O&M Budget: Negligible—No impact expected.
 Funding Sources: Water Department – 100%
 Description of project/need: Fountain is a participant of the Pikes Peak Regional Water Authority where membership is \$31,000.00. This Authority works heavily with water right exchanges and non-native water sources.



PIKES PEAK
 REGIONAL WATER
 AUTHORITY



Capital Improvements Plan

2010 CAPITAL BUDGETS – WATER FUND

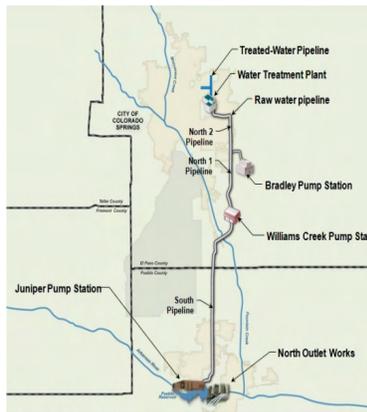
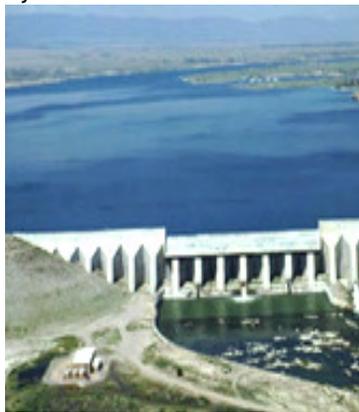
Title:	Valve Insertion/Replacements
---------------	-------------------------------------

G/L Account: 510-772-9310-2063
 Cost: \$50,000
 Year: 2010
 Impact on O&M Budget: Positive—Projected savings of \$1,000 per year for reduced failures.
 Funding Sources: Water Department – 100%
 Description of project/need: To replace old corroded/leaking valves throughout the water infrastructure system in order to minimize outages and improve water flow for customer service.



Title:	Southern Delivery System (SDS) Payment
---------------	---

G/L Account: 510-772-9310-2192
 Cost: \$807,220
 Year: 2010
 Impact on O&M Budget: Negligible—Project not complete until 2016.
 Funding Sources: Water Department – 100%
 Description of project/need: Construction costs for participating in the Southern Delivery Pipeline System.



Title:	Upsizing Transmission Mains
---------------	------------------------------------

G/L Account: 510-772-9310-2133
 Cost: \$300,000
 Year: 2010



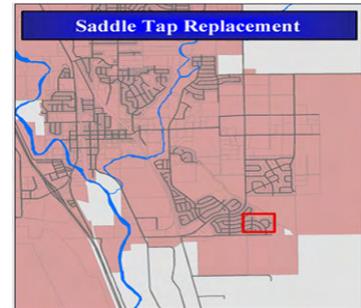
Capital Improvements Plan 2010 CAPITAL BUDGETS – WATER FUND

Impact on O&M Budget: Negligible--\$2,000 increase per year
 Funding Sources: Water Department
 Description of project/need: Upsize transmission mains on unscheduled construction projects.



Title:	Tap Saddle Replacements
---------------	--------------------------------

G/L Account: 510-772-9310-2053
 Cost: \$50,000
 Year: 2010
 Impact on O&M Budget: Positive—Projected savings of \$1,000 per year.
 Funding Sources: Water Department – 100%
 Description of project/need: Replace tap saddles due to corrosion and hot soil conditions.
 (Approximately 25 tap saddles at \$2,000 each.)



Title:	South Shumway Road Water Main Construction
---------------	---

G/L Account: 510-772-9310-2108
 Cost: \$160,000
 Year: 2010
 Impact on O&M Budget: Positive—Projected savings of \$2,500 in water line breaks per year.
 Funding Sources: Water Department – 100%
 Description of project/need: Replace 2” PE water main on South Shumway Road with an 8” PVC main, new service lines, meter pits and fire hydrants.



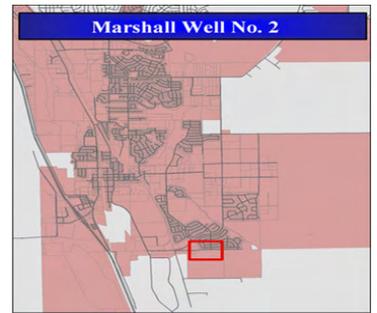
Capital Improvements Plan

2010 CAPITAL BUDGETS – WATER FUND



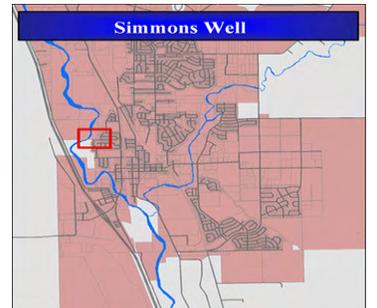
Title:	Marshall Well No. 2 Construction (Cliff Johnson)
---------------	---

G/L Account: 510-772-9330-2167
 Cost: \$350,000
 Year: 2010
 Impact on O&M Budget: Negligible--\$3,000 increase in pumping and chlorine costs per year.
 Funding Sources: Water Department – 100%
 Description of project/need: To develop the Marshall Well No. 2 for construction usage and construction water for the Lower Fountain Metro Sewer Interceptor and Wastewater Treatment Plant.



Title:	Simmon's Well
---------------	----------------------

G/L Account: 510-772-9310-2167
 Cost: \$425,000
 Year: 2010
 Impact on O&M Budget: Negligible--\$3,000 per year in pumping and chlorine costs.
 Funding Sources: Water Department – 100%
 Description of project/need: Design and build the Simmon's Well located in the area of Clearview and Columbine that would pump directly into the City of Fountain's water infrastructure system at the low zone.



Capital Improvements Plan 2010 CAPITAL BUDGETS – WATER FUND

Title:	Wilson Road Section #18
---------------	--------------------------------

G/L Account: 510-772-9310
 Cost: \$350,000
 Year: 2010
 Impact on O&M Budget: Positive—Savings of \$2,500 in water line breaks expected.
 Funding Sources: Water Department – 100%
 Description of project/need: Wilson Road Section #18 – Connection between Old Pueblo Road and South Santa Fe. This connection is part of the City’s Master Plan and will connect the Countryside area in with the dead-end on South Santa Fe.



Title:	Purchase One (1) New Well
---------------	----------------------------------

G/L Account: 510-772-9310
 Cost: \$55,000
 Year: 2010
 Impact on O&M Budget: Negligible—No impact expected. Well will not be in service yet.
 Funding Sources: Water Department – 100%
 Description of project/need: Purchase one (1) new well to meet future water demands for the City of Fountain residents.



Title:	South Santa Fe Water Construction
---------------	--

G/L Account: 510-772-9310
 Cost: \$245,000
 Year: 2010
 Impact on O&M Budget: Positive—Savings of \$2,500 per year for water line breaks.
 Funding Sources: Water Department – 100%



Capital Improvements Plan 2010 CAPITAL BUDGETS – WATER FUND

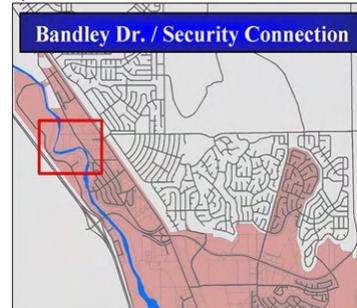
Description of project/need: This project was deferred from 2009, which will upsize the 6” cast iron water main to an 8” PVC water main as per the City’s Water Master Distribution Plan.



Title:	Bandley Drive/Security Water District Connection
---------------	---

G/L Account: 510-772-9310
 Cost: \$860,000
 Year: 2010
 Impact on O&M Budget: Slight—Increase of \$14,000 in pumping costs per year.
 Funding Sources: Water Department – 100%

Description of project/need: This interconnect will provide increased water flow and fire protection for Bandley Drive to fully utilize the Venetucci Wellfield project.



Title:	Conservation Tools
---------------	---------------------------

G/L Account: 510-772-9310-2064
 Cost: \$15,000
 Year: 2010
 Impact on O&M Budget: Negligible—No impact expected.
 Funding Sources: Water Department – 100%

Description of project/need: Provide Xeriscape gardening techniques and guidelines for public demonstration as per the City’s Water Conservation Plan required by the State.



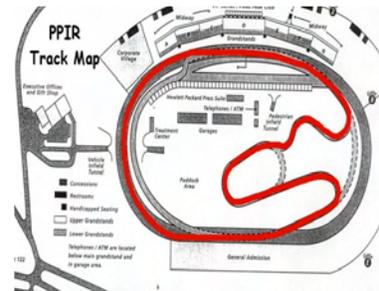
Capital Improvements Plan 2010 CAPITAL BUDGETS – WATER FUND



Title:	Pikes Peak International Raceway (PPIR) Master Plan
---------------	--

G/L Account: 510-772-9310
 Cost: \$50,000
 Year: 2010
 Impact on O&M Budget: Negligible—No impact expected.
 Funding Sources: Water Department – 100%

Description of project/need: To identify the routing for a water main to serve the Pikes Peak International Raceway facilities that currently use the two (2) wells located at the raceway. This water main will be necessary for the expansion of this site and will improve fire protection and water flow.



Title:	Ohio Avenue Water Main Upgrade
---------------	---------------------------------------

G/L Account: 510-772-9310
 Cost: \$240,000
 Year: 2010
 Impact on O&M Budget: Negligible--\$400 licensing fee with railroad per year.
 Funding Sources: Water Department – 100%

Description of project/need: Upgrade the cast iron 6” water main with a 12” PVC main. This upgrade will help increase fire protection and water flows in the central area of the City.



Capital Improvements Plan 2010 CAPITAL BUDGETS – WATER FUND



LAND

Title:	Water Rights and Storage Acquisitions
---------------	--

G/L Account: 510-772-9330
 Cost: \$1,300,000
 Year: 2010
 Impact on O&M Budget: Negligible—No impact expected.
 Funding Sources: Water Department – 100%
 Description of project/need: Purchase additional water rights and acquire storage for Fountain’s future water demands.



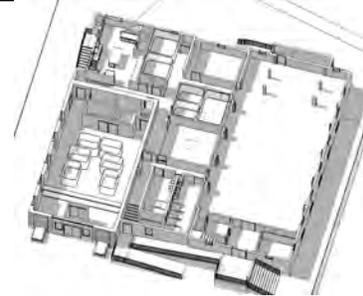
BUILDINGS

Title:	Remodel 101 North Main Street Building
---------------	---

G/L Account: 510-773-9220
 Cost: \$1,700,000
 Year: 2010
 Impact on O&M Budget: Moderate--\$27,000 increase in utility expense.
 Funding Sources: Water Department – 100%
 Description of project/need: Remodel the Cold Church Building to move the Utilities Customer Service Department to this location to provide additional space needed for the department.



Capital Improvements Plan 2010 CAPITAL BUDGETS – WATER FUND



Title:	Security Access Gate - 415 W. Alabama
---------------	--

G/L Account: 100-331-9310
 100-551-9310
 510-772-9310

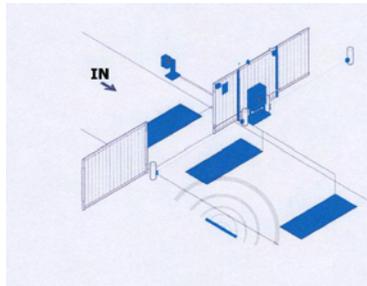
Cost: \$8,000.00 in Water Fund (\$16,000 in General Fund)

Year: 2010

Impact on O&M Budget: Negligible--\$100 increase in electric cost per year.

Funding Sources: 33% Streets, 33% Parks, 33% Water Fund

Description of project/need: Automated security access gate to Water, Streets, and Parks shop areas.



COMPUTER EQUIPMENT & SOFTWARE

Title:	Computer/GIS
---------------	---------------------

G/L Account: 510-772-9430

Cost: \$53,100

Year: 2010

Impact on O&M Budget: Negligible—No impact expected.

Funding Sources: Water Department – 100%

Description of project/need: 2 Computer upgrades; 2 Field GIS GPS Units; PC Hard Disks; 1 Lap Top Computer; Memory for PCs; 2 Adobe 9 Upgrades; 2 ArcPad Licenses; ERDAS License; Misc. Software and Hardware; 2 Large 30" Monitors; and, upgrade water modeling software. These upgrades are for the Water Department and GIS Department staff's hardware and software needs.

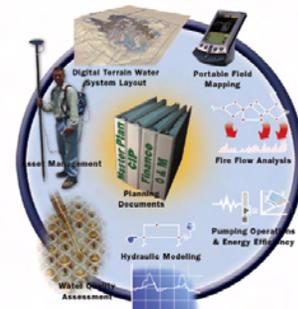
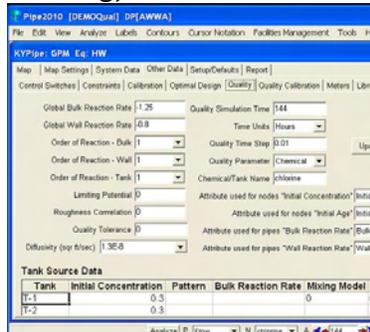


Capital Improvements Plan 2010 CAPITAL BUDGETS – WATER FUND



Title:	Consultant to Load Data for Water System Modeling
---------------	--

G/L Account: 510-772-9310
 Cost: \$13,000
 Year: 2010
 Impact on O&M Budget: Negligible—No impact expected.
 Funding Sources: Water Department – 100%
 Description of project/need: Consultant to assist with loading data to new software system for GIS Department (water hydraulic modeling).

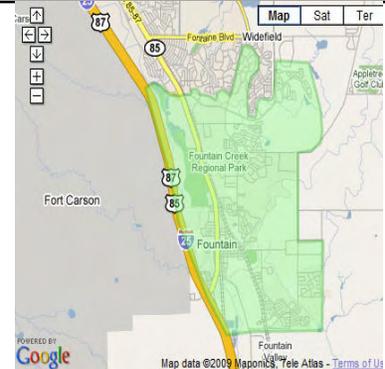
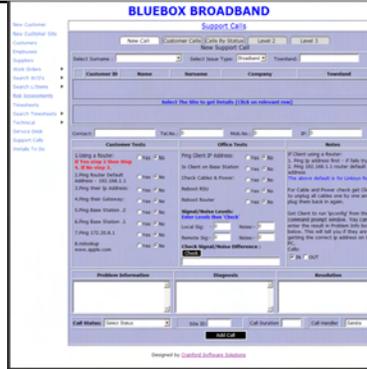


Title:	Customer Service Electronic Work Orders Software
---------------	---

G/L Account: 510-772-9430
 Cost: \$10,000 (\$40,000 in Electric Fund)
 Year: 2010
 Impact on O&M Budget: Negligible--\$500 in efficiency savings per year.
 Funding Sources: Water Department – 20% of cost – Total \$10,000
 Electric Dept. – 80% of cost – Total \$40,000
 Description of project/need: This would provide upgraded service for the Customer Service Department to become more efficient on work orders being generated for the Water and Electric Departments by using this new software program. Water Department to pay 20% (\$10,000) and Electric Department to pay 80% (\$40,000) on the total software package of \$50,000.



Capital Improvements Plan 2010 CAPITAL BUDGETS – WATER FUND



Title:	Customer Service Network/Phone/Printer Equipment
---------------	---

G/L Account: 510-773-9430
 Cost: \$15,000
 Year Constructed: 2010
 Impact on O&M Budget: Negligible—No impact expected.
 Funding Sources: Water Fund
 Description of project/need: Purchase of an endpoint fiber network switch and PBX equipment as well as a copier/printer/scanner and billing printer for the new Customer Service facility.

Title:	Water Department Security and Networking Equipment
---------------	---

G/L Account: 510-774-9430
 Cost: \$37,400
 Year Constructed: 2010
 Impact on O&M Budget: Negligible—No impact expected.
 Funding Sources: Water Fund
 Description of project/need: Funding for security alarm and surveillance equipment and phone system at new leased water shop facility, as well as a share of a fiber networking equipment upgrade at City Hall to accommodate addition of new sites.

Title: Computer	Computer Equipment for New Customer Service Facility
------------------------	---

G/L Account: 520-773-9430
 510-773-9430
 Cost: \$10,605 (\$24,745 in Electric)
 Year Constructed: 2010
 Impact on O&M Budget: Negligible—No impact expected.
 Funding Sources:
 Description of project/need: New Customer Service Facility, Billing Copier/Printer/Scanner, Fiber Communications Equipment



Capital Improvements Plan 2010 CAPITAL BUDGETS – WATER FUND

FURNITURE

Title:	Furniture for Customer Service Facility
---------------	--

G/L Account: 520-773-9440
510-773-9440

Cost: \$45,000 (\$105,000 Electric)

Year Constructed: 2010

Impact on O&M Budget: Negligible—No impact expected.

Funding Sources:

Description of project/need: New Customer Service Facility, furnishings, cubicles, work stations.



VEHICLES

Title:	Replace ¾ Ton Truck
---------------	----------------------------

G/L Account: 510-772-9410

Cost: \$31,000

Year: 2010

Impact on O&M Budget: Positive—Better fuel economy and fewer repairs will save \$1,000 per year.

Funding Sources: Water Department – 100%

Description of project/need: Deferred from 2009 – this ¾ ton truck would replace the 1989 truck #58 (mileage: 138,590). Truck #58 will be used as a back-up for summer help or by the Water Worker 1 for transportation.



EQUIPMENT

Title:	New/Replacement Water Meters
---------------	-------------------------------------



Capital Improvements Plan 2010 CAPITAL BUDGETS – WATER FUND

G/L Account: 510-772-9310-2023
 Cost: \$120,000
 Year: 2010
 Impact on O&M Budget: Positive—More precise meters will save \$500 per year.
 Funding Sources: Water Department – 100%
 Description of project/need: New/Replacements Water Meter (approximately 200); new homes (approximately 150); and, commercial replacements (approximately 10). Meter cost is approximately \$300 for each ¾” meter.



Title:	Advanced Metering Infrastructure System
---------------	--

G/L Account: 520-773-9420
 510-773-9420
 Cost: \$30,000 (\$70,000 in Electric)
 Year Constructed: 2010
 Impact on O&M Budget: Negligible—no impact for 2010. Labor savings in future years.
 Funding Sources: Water Revenue
 Description of project/need: Advanced Metering Infrastructure system equipment, Customer Service server for data handling to integrate to Customer Information System.



Title:	Interactive Voice Response System
---------------	--

G/L Account: 520-773-9420
 510-773-9420
 Cost: \$ 16,665 (\$38,885 in Electric)
 Year Constructed: 2010
 Impact on O&M Budget: Negligible--\$2,000 increase for maintenance contract per year.
 Funding Sources: Water Revenue
 Description of project/need: Interactive Voice Response system to improve call handling and add out bound calling. Customer Service facility equipment, safe, alarm system.

ELECTRIC FUND

Electric Fund Summary	
	2010
Projects	\$ 1,402,500
Land	\$ -
Buildings	\$ 225,000
Computer	
Equipment/Software	\$ 105,345
Furniture	\$ 105,000
Vehicles	\$ 35,350
Equipment	\$ 208,885
Total	\$ 2,082,080

PROJECTS

Title: Street Light Replacement Program

G/L Account: 520-772-9310

Cost: \$210,000

Year Constructed: 2010

Impact on O&M

Budget:

Funding Sources: Electric Revenue

Description of project/need: Ongoing program to replace street lights throughout town



Capital Improvements Plan 2010 CAPITAL BUDGETS – ELECTRIC FUND

Title:	Electric System Improvements
---------------	-------------------------------------

G/L Account: 520-772-9310
 Cost: \$100,000
 Year Constructed: 2010
 Impact on O&M Budget: Negligible—No impact expected
 Funding Sources: Electric Revenue
 Description of project/need:
 Ongoing, market-driven improvements to electrical system.



Title:	Continue Phase 2 Fiber Loop
---------------	------------------------------------

G/L Account: 520-117-9310
 Cost: \$757,500
 Year Constructed: 2010
 Impact on O&M Budget: Positive— \$7,800 in savings by eliminating T-1 lease per year.
 Funding Sources: Electric Revenue
 Description of project/need: Complete Fiber Optic loop to additional facilities for increased communication capacity and reliability.

Capital Improvements Plan 2010 CAPITAL BUDGETS – ELECTRIC FUND



Title:	System Improvements
G/L Account:	520-772-9310
Cost:	\$85,000
Year Constructed:	2010
Impact on O&M Budget:	Negligible—No impact expected.
Funding Sources:	Electric Revenue
Description of project/need: Fountain Creek 5 Circuit upgrade conductor. Begin 500' N of Wal-Mart on Southmoor Dr, proceed .85 miles to a point S of Albertacos on Hwy 85	



Title:	System Improvements
G/L Account:	520-772-9310
Cost:	\$250,000
Year Constructed:	2010
Impact on O&M Budget:	Negligible—No impact expected.
Funding Sources:	Electric Revenue



Capital Improvements Plan 2010 CAPITAL BUDGETS – ELECTRIC FUND

Description of project/need: Replace UG Secondary & Primary in West Widefield areas of Fay Drive, Eudora St, and Bickley St.



LAND

None

BUILDINGS

Title:	Building Remodel
---------------	-------------------------

G/L Account: 520-772-9220

Cost: \$225,000

Year Constructed: 2010

Impact on O&M Budget: Negligible—No impact expected.

Funding Sources: Electric Revenue

Description of project/need: Building Remodel to accommodate additional staffing



COMPUTER EQUIPMENT & SOFTWARE

Title:	Customer Service Electronic Work Orders Software
---------------	---



Capital Improvements Plan 2010 CAPITAL BUDGETS – ELECTRIC FUND

G/L Account: 510-772-9430
 Cost: \$40,000 (\$10,000 in Water Fund)
 Year: 2010
 Impact on O&M Budget: Positive—Efficiency savings of \$500 per year.
 Funding Sources: Electric Department – 80% of cost – Total \$40,000
 Water Dept. – 20% of cost – Total \$10,000

Description of project/need: This would provide upgraded service for the Customer Service Department to become more efficient on work orders being generated for the Water and Electric Departments by using this new software program. Water Department to pay 20% (\$10,000) and Electric Department to pay 80% (\$40,000) on the total software package of \$50,000.

Title:	Customer Service Network/Phone/Printer Equipment
---------------	---

G/L Account: 520-773-9430
 Cost: \$35,000
 Year Constructed: 2010
 Impact on O&M Budget: Negligible—No impact expected.
 Funding Sources: Electric Fund

Description of project/need: Purchase of an endpoint fiber network switch and PBX equipment as well as a copier/printer/scanner and billing printer for the new Customer Service facility.

Title:	Electric Networking Equipment Upgrade
---------------	--

G/L Account: 520-774-9430
 Cost: \$5600
 Year Constructed: 2010
 Impact on O&M Budget: Negligible—No impact expected.
 Funding Sources: Electric Fund

Description of project/need: Shared funding of a fiber networking equipment upgrade at City Hall to accommodate addition of new sites.

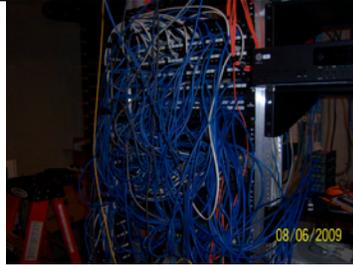
Title: Computer	Computer Equipment for New Customer Service Facility
------------------------	---

G/L Account: 520-773-9430
 510-773-9430
 Cost: \$24,745 (\$10,605 in Water)
 Year Constructed: 2010
 Impact on O&M Budget: Negligible—No impact expected.

Funding Sources:
 Description of project/need: New Customer Service Facility, Billing Copier/Printer/Scanner, Fiber Communications Equipment



Capital Improvements Plan 2010 CAPITAL BUDGETS – ELECTRIC FUND



FURNITURE

Title:	Furniture for Customer Service Facility
---------------	--

G/L Account: 520-773-9440
510-773-9440

Cost: \$105,000 (\$45,000 Water)

Year Constructed: 2010

Impact on O&M Budget: Negligible—No impact expected.

Funding Sources:

Description of project/need: New Customer Service Facility, furnishings, cubicles, work stations.



VEHICLES

Title:	Purchase Vehicle for future Manager of Engineering and Planning.
---------------	---

G/L Account: 520-117-9410

Cost: \$35,350

Year Constructed: 2010

Impact on O&M Budget: Negligible—\$1,000 in fuel and maintenance costs per year.

Funding Sources: Electric Revenue

Description of project/need: Vehicle needed as replacement for the budgeted additional Field Service Representative vehicle.

EQUIPMENT

Title:	Trencher with small Backhoe
---------------	------------------------------------

G/L Account: 520-772-9420

Cost: \$50,000

Year: 2010

Impact on O&M Budget: Negligible—No impact expected.

Funding Sources: Electric Revenue



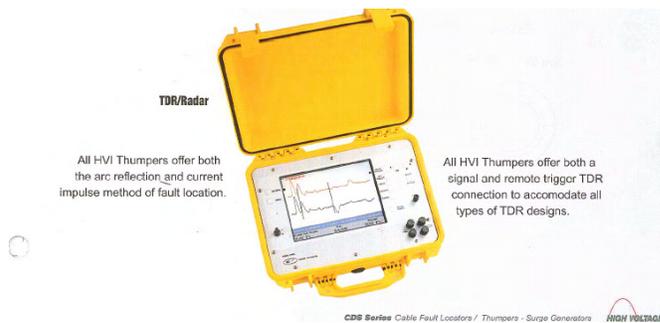
Capital Improvements Plan 2010 CAPITAL BUDGETS – ELECTRIC FUND

Description of project/need:



Title:	Radar Locator
---------------	----------------------

G/L Account: 520-772-9420
 Cost: \$50,000
 Year: 2010
 Impact on O&M Budget: Negligible---No impact expected.
 Funding Sources: Electric Revenue
 Description of project/need: Radar Locator for locating faulted UG cable



Title:	Advanced Metering Infrastructure System
---------------	--

G/L Account: 520-773-9420
 510-773-9420
 Cost: \$70,000 (\$30,000 in Water)
 Year Constructed: 2010
 Impact on O&M Budget: Negligible—No impact 2010. Labor savings in future years.
 Funding Sources: Electric Revenue
 Description of project/need: Advanced Metering Infrastructure system equipment, Customer Service server for data handling to integrate to Customer Information System.



Capital Improvements Plan 2010 CAPITAL BUDGETS – ELECTRIC FUND



Title:	Interactive Voice Response System
---------------	--

G/L Account: 520-773-9420
510-773-9420

Cost: \$ 38,885 (\$16,665 in Water)

Year Constructed:2010

Impact on O&M Budget: Negligible--\$2,000 for maintenance contract per year.

Funding Sources: Electric Revenue

Description of project/need: Interactive Voice Response system to improve call handling and add out bound calling. Customer Service facility equipment, safe, alarm system.



**Capital Improvements Plan
2010 CAPITAL BUDGETS – CONSERVATION TRUST FUND**

CONSERVATION TRUST FUND

Conservation Trust Fund Summary		
		2010
Projects	\$	20,000
Land	\$	-
Buildings	\$	66,000
Computer		
Equipment/Software	\$	-
Furniture	\$	-
Vehicles	\$	20,000
Equipment	\$	56,500
Total	\$	162,500

PROJECTS

Title: Trail Construction

G/L Account: 210-551-9320
 Cost: \$20,000
 Year Constructed: 2010
 Impact on O&M Budget: Negligible--\$1,000 increase in maintenance costs expected.
 Funding Sources: Conservation Trust
 Description of project/need: The project involves constructing several critical trail connections along our trail system

LAND

None

BUILDINGS

Title: Metcalfe Park Baseball Bleacher Awnings Phase 1

G/L Account: 210-551-9320
 Cost: \$17,000
 Year Constructed: 2010
 Impact on O&M Budget: Negligible—No impact expected.
 Funding Sources: Conservation Trust
 Description of project/need: Project involves installing shade awnings at Metcalfe field baseball bleachers.



Capital Improvements Plan 2010 CAPITAL BUDGETS – CONSERVATION TRUST FUND



Title:	Metcalfe Park Baseball Batting Cage
---------------	--

G/L Account: 210-551-9320
 Cost: \$17,000
 Year Constructed: 2010
 Impact on O&M Budget: Negligible—No impact expected.
 Funding Sources: Conservation Trust
 Description of project/need: Project involves installing a batting practice area between easternmost baseball fields in Metcalfe.



Title:	Metcalfe Park Riding & Roping Arena Picnic Table Awnings
---------------	---

G/L Account: 210-551-9320
 Cost: \$17,000
 Year Constructed: 2010
 Impact on O&M Budget: Negligible—No impact expected.
 Funding Sources: Conservation Trust
 Description of project/need: Construction of shade cover for Riding and Roping Arena picnic tables.



Title:	Fountain Mesa Park Restroom Remodel
---------------	--

G/L Account: 210-551-9320
 Cost: \$15,000
 Year Constructed: 2010



Capital Improvements Plan 2010 CAPITAL BUDGETS – CONSERVATION TRUST FUND

Impact on O&M Budget: Negligible—No impact expected.
 Funding Sources: Conservation Trust
 Description of project/need: Replace porcelain restroom fixtures with stainless steel vandal proof fixtures.



COMPUTER EQUIPMENT & SOFTWARE

None

FURNITURE

None

VEHICLES

Title:	½ ton Truck
---------------	--------------------

G/L Account: 210-551-9410

Cost: \$20,000

Year Constructed: 2010

Impact on O&M Budget: Positive--\$1,000 in fuel and maintenance savings expected.

Funding Sources: Conservation Trust

Description of project/need: Replace 1/2 ton pick up that is aging



EQUIPMENT

Title:	Cumberland Green Park Disc Golf
---------------	--

G/L Account: 210-551-9320

Cost: \$20,000

Year Constructed: 2010

Impact on O&M Budget: Negligible—Increased maintenance handled by existing staff.

Funding Sources: Conservation Trust



Capital Improvements Plan 2010 CAPITAL BUDGETS – CONSERVATION TRUST FUND

Description of project/need: The project entails installing a Disc/Frisbee golf course at the park located at Cumberland Green.



Title:	Heritage Park Playground
---------------	---------------------------------

G/L Account:	210-551-9420
Cost:	\$30,500
Year Constructed:	2010
Impact on O&M Budget:	Negligible—No impact expected.
Funding Sources:	Conservation Trust

Description of project/need: Playground structure near the Livewell fitness course and trailhead parking area.



Title:	Aga Park Drinking Fountain
---------------	-----------------------------------

G/L Account:	210-551-9320
Cost:	\$6,000
Year Constructed:	2010
Impact on O&M Budget:	Negligible—No impact expected.
Funding Sources:	Conservation Trust

Description of project/need: The project entails installing drinking fountain at Aga Park



Capital Improvements Plan 2011-2014 CIP

2011-2014 Capital Improvements Plan (CIP)



Capital Improvements Plan 2011-2014 CIP SUMMARY

DESCRIPTION

The 2011-2014 CIP includes those projects for the General Fund, Water Fund, Electric Fund, and Conservation Trust Fund that have been planned for the future years of 2011-2014. These are typically taken from various planning documents that have been adopted by the City or are projects that have otherwise been identified by the City as an important future project.

SUMMARY

General Fund CIP Summary					
	2010	2011	2012	2013	2014
Administration	\$ -	\$ 20,670	\$ 39,490	\$ -	\$ 10,000
Information Technology	\$ 46,830	\$ 155,000	\$ 23,300	\$ 30,000	\$ 20,000
Planning	\$ -	\$ 70,000	\$ -	\$ 25,000	\$ -
Police	\$ -	\$9,212,000	\$ 345,000	\$ 330,000	\$ 600,000
Fire	\$ -	\$ 289,250	\$ 295,090	\$ 2,212,500	\$ 643,000
Streets	\$ 27,800	\$ 47,000	\$ 49,000	\$ 184,000	\$ 430,000
Code Enforcement	\$ -	\$ -	\$ 34,700	\$ -	\$ -
Parks	\$ 8,000	\$ -	\$ 60,000	\$ -	\$ -
Cemetery	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ 82,630	\$9,793,920	\$ 846,580	\$ 2,781,500	\$ 1,703,000

Water Fund CIP Summary					
	2010	2011	2012	2013	2014
Water Rights/Storage Acquisition	\$1,300,000	\$2,500,000	\$2,500,000	\$ 2,500,000	\$ 2,500,000
Buildings	\$1,708,000	\$ -	\$ -	\$ 75,000	\$ 850,000
System Improvements	\$4,243,220	\$6,241,751	\$6,885,560	\$14,498,665	\$13,929,160
Vehicles	\$ 31,000	\$ 31,500	\$ 105,000	\$ 32,000	\$ -
Equipment	\$ 166,665	\$ 105,670	\$ 85,000	\$ -	\$ 75,000
Computer Software/equipment	\$ 139,105	\$ 148,000	\$ 47,490	\$ 24,000	\$ 28,000
Furniture	\$ 45,000	\$ -	\$ -	\$ -	\$ -
Totals	\$7,632,990	\$9,026,921	\$9,623,050	\$17,129,665	\$17,382,160

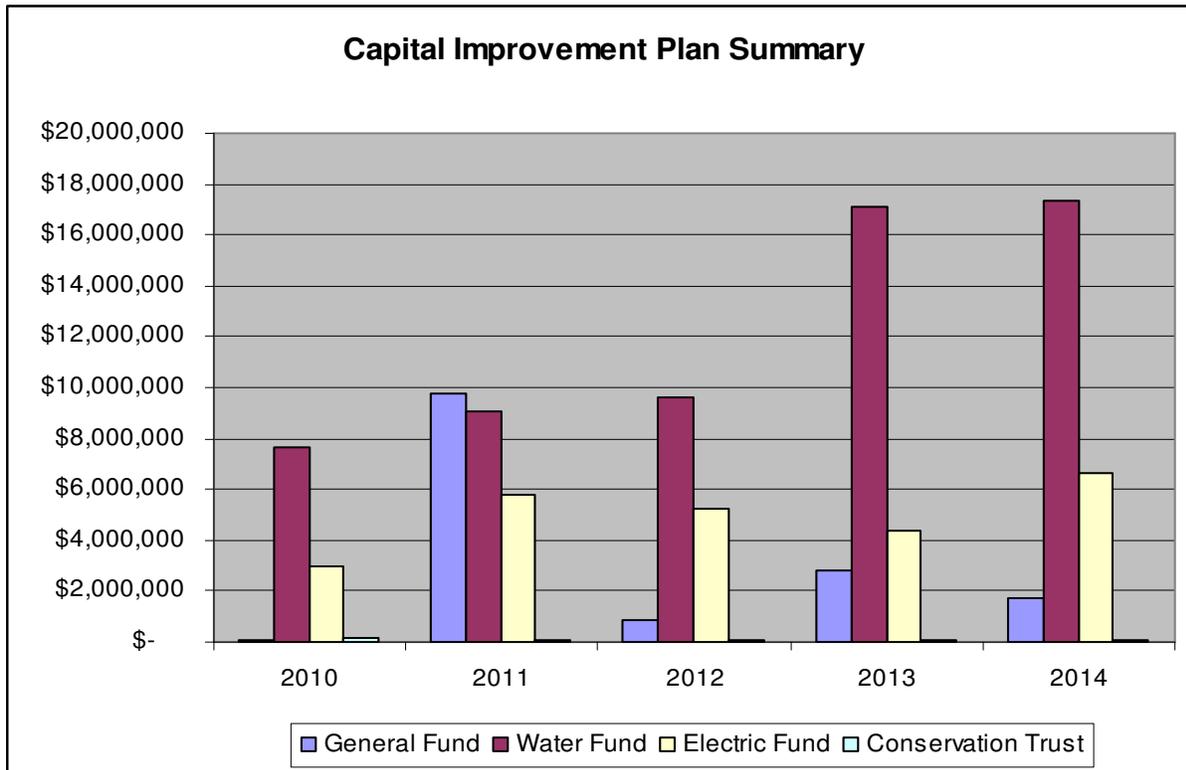
Electric Fund CIP Summary					
	2010	2011	2012	2013	2014
Land	\$ -	\$ -	\$3,262,500	\$ -	\$ -
Buildings	\$ 225,000	\$ -	\$ -	\$ -	\$ -
System Improvements	\$1,402,500	\$4,225,000	\$ 450,000	\$ 2,312,950	\$ 4,350,000
New Service Installation	\$ 849,895	\$1,014,852	\$1,322,767	\$ 1,658,937	\$ 2,025,416
Vehicles	\$ 35,350	\$ 92,000	\$ 105,000	\$ 320,000	\$ 250,000
Equipment	\$ 208,885	\$ 110,000	\$ 75,000	\$ 95,000	\$ -
Computer Software/equipment	\$ 105,345	\$ 340,670	\$ 29,490	\$ 14,000	\$ 10,000
Furniture	\$ 105,000	\$ -	\$ -	\$ -	\$ -
Totals	\$2,931,975	\$5,782,522	\$5,244,757	\$ 4,400,887	\$ 6,635,416



Capital Improvements Plan 2011-2014 CIP SUMMARY

Conservation Trust Fund CIP Summary					
	2010	2011	2012	2013	2014
Projects	\$ 20,000	\$ -	\$ -	\$ -	\$ -
Land	\$ -	\$ -	\$ -	\$ -	\$ -
Buildings	\$ 66,000	\$ 42,000	\$ -	\$ -	\$ -
Computer Software/equipment	\$ -	\$ -	\$ -	\$ -	\$ -
Furniture	\$ -	\$ -	\$ -	\$ -	\$ -
Vehicles	\$ 20,000	\$ -	\$ -	\$ -	\$ 40,000
Equipment	\$ 56,500	\$ 45,000	\$ 55,000	\$ 72,000	\$ 25,000
Totals	\$ 162,500	\$ 87,000	\$ 55,000	\$ 72,000	\$ 65,000

Overall Summary					
	2010	2011	2012	2013	2014
General Fund	\$ 82,630	\$ 9,793,920	\$ 846,580	\$ 2,781,500	\$ 1,703,000
Water Fund	\$ 7,632,990	\$ 9,026,921	\$ 9,623,050	\$17,129,665	\$17,382,160
Electric Fund	\$ 2,931,975	\$ 5,782,522	\$ 5,244,757	\$ 4,400,887	\$ 6,635,416
Conservation Trust Fund	\$ 162,500	\$ 87,000	\$ 55,000	\$ 72,000	\$ 65,000
Totals	\$10,810,095	\$24,690,363	\$15,769,387	\$24,384,052	\$25,785,576





**Capital Improvements Plan
2011-2014 CIP – GENERAL FUND**

GENERAL FUND

ADMINISTRATION DEPARTMENT

Capital Improvements Program Administration Department				
	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
Projects				
No Projects in Planning Horizon				
Land				
No Land Projects in Planning Horizon				
Buildings				
No Building Improvements in Planning Horizon				
Computer Equipment & Software				
Document Management System	\$ 15,000			
Replace Copier (City Hall 1N)	\$ 5,670			
Data Center A/C upgrade		\$ 3,300		
Phone System upgrade		\$ 10,000		
Server upgrade/replacements		\$ 10,000		\$ 10,000
Replace Copier (City Hall 2N)		\$ 6,190		
Furniture				
No Furniture in Planning Horizon				
Vehicles				
Replace CM Vehicle		\$ 10,000		
Equipment				
No Equipment in Planning Horizon				
Total	\$ 20,670	\$ 39,490	\$ -	\$ 10,000

FIRE DEPARTMENT

Capital Improvements Program Fire Department				
	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
Projects				
Opticom Phase 2	\$ 15,250			
Opticom Phase 3		\$ 16,090		
Land				
No Land Projects in Planning Horizon				
Buildings				
Station #3 Bay Addition		\$ 150,000		
East Side Fire Station #4			\$ 1,700,000	
Training Plaza				\$ 350,000
Station #2 Remodel/Addition				\$ 450,000
Computer Equipment & Software				
Mobile Data Terminals	\$ 40,000			
Furniture				
No Furniture in Planning Horizon				
Vehicles				
Brush Truck replacement		\$ 65,000		
Medic1 Replacement	\$ 135,000			



Capital Improvements Plan 2011-2014 CIP – GENERAL FUND

Engine Replacement			\$ 400,000	
Rescue Replacement				\$ 225,000
Medic2 Replacement				
Equipment				
Copy Machine	\$ 9,000			
Jaws of Life	\$ 15,000			
3 Life Pack Monitors	\$ 75,000			
6 SCBA		\$ 39,000	\$ 42,000	\$ 42,000
5 Radio Replacement		\$ 25,000	\$ 25,500	\$ 26,000
SCBA filling station			\$ 45,000	
Total	\$ 289,250	\$ 295,090	\$ 2,212,500	\$ 1,093,000

POLICE DEPARTMENT

Capital Improvements Program Police Department				
	2011	2012	2013	2014
Projects				
No Projects in Planning Horizon				
Land				
No Land Projects in Planning Horizon				
Buildings				
Police Operations Center	\$ 8,000,000			
Firearms Range	\$ 150,000			
Computer Equipment & Software				
Replace Mobile Data Terminals	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
RMS & CAD System interface	\$ 75,000			
Accident Reconstruction System	\$ 12,000			
Master Technology Plan	\$ 350,000			
Replace RMS Server			\$ 30,000	
Furniture				
No Furniture in Planning Horizon				
Vehicles				
Vehicle Replacement program	\$ 400,000	\$ 200,000	\$ 200,000	\$ 200,000
K-9 Vehicles (2)	\$ 80,000			
Equipment				
Evidence Dryer	\$ 15,000			
Handheld radio upgrade				\$ 300,000
Interview Recording System		\$ 22,000		
Color Copier/Scanner/Printer	\$ 30,000			
Communications Position1 radio		\$ 23,000		
Total	\$ 9,212,000	\$ 345,000	\$ 330,000	\$ 600,000



Capital Improvements Plan 2011-2014 CIP – GENERAL FUND

PLANNING & CODE ENFORCEMENT DEPARTMENTS				
Capital Improvements Program Planning & Code Enforcement Department				
	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
Projects				
No Projects in Planning Horizon				
Land				
No Land Projects in Planning Horizon				
Buildings				
No Building Improvements in Planning Horizon				
Computer Equipment & Software				
Planning Database Software	\$ 20,000			
Large format Scanner/Plotter	\$ 50,000			
Furniture				
Replace 3 office chairs		\$ 1,500		
Vehicles				
Replace Code Enforcement Truck		\$ 34,700		
Replace Planning vehicle			\$ 25,000	
Equipment				
No Equipment in Planning Horizon				
Total	\$ 70,000	\$ 36,200	\$ 25,000	\$ -

STREETS DEPARTMENT				
Capital Improvements Program Streets Department				
	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
Projects				
No Projects in Planning Horizon				
Land				
No Land Projects in Planning Horizon				
Buildings				
No Building Improvements in Planning Horizon				
Computer Equipment & Software				
No Computer Equipment in Planning Horizon				
Furniture				
No Furniture in Planning Horizon				
Vehicles				
Replace '97 3/4 ton Chevy	\$ 28,000			
Replace '85 3/4 ton		\$ 30,000		
Replace '98 Dump/Snow Plow			\$ 150,000	
Replace '98 3/4 ton Chvy			\$ 34,000	
Replace Wittke Sweeper				\$ 225,000
Acquire Water Truck				\$ 80,000
Equipment				
Bed Sander - Truck 74	\$ 19,000			
Bed Sander - Truck 78		\$ 19,000		
Replace '78 John Deere Grader				\$ 125,000
Total	\$ 47,000	\$ 49,000	\$ 184,000	\$ 430,000



Capital Improvements Plan 2011-2014 CIP – GENERAL FUND

PARKS DEPARTMENT				
Capital Improvements Program Parks Department - General Fund				
	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
Projects				
No Projects in Planning Horizon				
Land				
No Land Improvements in Planning Horizon				
Buildings				
Equipment Storage facility		\$ 60,000		
Computer Equipment & Software				
No Computer Equipment in Planning Horizon				
Furniture				
No Furniture in Planning Horizon				
Vehicles				
No Vehicles in Planning Horizon				
Equipment				
No Equipment in Planning Horizon				
Total	\$ -	\$ 60,000	\$ -	\$ -



Capital Improvements Plan 2011-2014 CIP - WATER FUND

WATER FUND

WATER DEPARTMENT

Capital Improvements Program Water Department				
	2011	2012	2013	2014
Projects				
WARA	\$ 35,000	\$ 35,000	\$ 100,000	\$ 200,000
SDS payment	\$ 3,083,751	\$ 4,552,560	\$ 11,449,665	\$ 12,269,160
Meter Replacement program	\$ 155,000	\$ 160,000	\$ 160,000	\$ 160,000
PPRWA	\$ 32,000	\$ 33,000	\$ 34,000	\$ 35,000
Valve/FH replacement program	\$ 30,000	\$ 65,000	\$ 65,000	\$ 65,000
Unidentified Main replacements	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
Upsizing transmission mains	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000
Tap saddle replacements	\$ 60,000	\$ 70,000	\$ 75,000	\$ 85,000
Well Acquisition	\$ 55,000	\$ 55,000	\$ 100,000	
Conservation Tools	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
Upgrade Keeton/Ft Carson main	\$ 200,000			
Replace DD Road Main	\$ 90,000			
Replace Iowa Main	\$ 130,000			
Replace Wellington Main	\$ 86,000			
Coors Water Main	\$ 400,000			
Water Main #36 - I25 to Santa Fe	\$ 850,000			
Water Main #38 - Wilson	\$ 500,000			
Crews Gulch Augmentation	\$ 20,000			
C&S Transmission Main		\$ 340,000		
Design 3MG Water Tank		\$ 150,000		
Replace Ftn Mesa Main		\$ 800,000		
Replace Santa Fe Village Main		\$ 110,000		
Construct 3MG Water Tank			\$ 2,000,000	
Wilson Road Pump Station				\$ 600,000
Water Rights/Storage Acquisition				
Additional Water Rights	\$ 2,500,000	\$ 2,500,000	\$ 2,500,000	\$ 2,500,000
Land				
No Land Improvements in Planning Horizon				
Buildings				
Design New Water Building			\$ 75,000	
Construct New Water Building				\$ 850,000
Computer Equipment & Software				
Document Management System	\$ 15,000			
Replace Copier (City Hall 1N)	\$ 5,670			
Computer Software upgrades	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000
CS Billing Software (30%)	\$ 130,000			
Data Center A/C upgrade		\$ 3,300		
Phone System upgrade		\$ 10,000		
Server upgrade/replacement		\$ 10,000		\$ 10,000
Replace Copier (City Hall 2N)		\$ 6,190		



Capital Improvements Plan 2011-2014 CIP - WATER FUND

GIS system upgrade			\$ 6,000	
Furniture				
No Furniture in Planning Horizon				
Vehicles				
Replace 3/4 ton	\$ 31,500			
Replace Tandem dump		\$ 95,000		
Replace CM Vehicle		\$ 10,000		
Replace 3/4 ton			\$ 32,000	
Equipment				
Vibratory Compactor	\$ 45,000			
Mobil Trencher	\$ 40,000			
Compaction Shaker head		\$ 50,000		
Large equipment trailer		\$ 35,000		
Replace backhoe loader				\$ 75,000
Total	\$ 9,026,921	\$ 9,623,050	\$ 17,129,665	\$ 17,307,160



**Capital Improvements Plan
2011-2014 CIP - ELECTRIC FUND**

ELECTRIC FUND

ELECTRIC DEPARTMENT

Capital Improvements Program Electric Department				
	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
Projects				
Overhead Line upgrades	\$ 150,000	\$ 150,000	\$ 150,000	\$ 50,000
Underground Line upgrades	\$ 300,000	\$ 300,000	\$ 200,000	\$ 150,000
Minor Distribution line imp.	\$ 50,000			
Increase N. substation capacity	\$ 1,515,000			
Build Express lines from E Sub.	\$ 480,000			
E. Substation to Mesa Ridge	\$ 480,000			
Install SCADA	\$ 250,000			
Replace transformer at N. Sub	\$ 1,000,000			
Secondary upgrades			\$ 150,000	\$ 150,000
Future East Substation			\$ 1,812,950	\$ 4,000,000
Land				
115kV Transmission ROW		\$ 1,262,500		
PPIR Transmission ROW		\$ 2,000,000		
Buildings				
No Building Improvements in Planning Horizon				
Computer Equipment & Software				
Server upgrade/replacement	\$ 20,000			
Document Management System	\$ 15,000			
Replace Copier (City Hall 1N)	\$ 5,670			
CS Billing Software (70%)	\$ 300,000			
Data Center A/C upgrade		\$ 3,300		
Phone System upgrades		\$ 10,000		
Server upgrade/replacement		\$ 10,000		\$ 10,000
Replace Copier (City Hall 2N)		\$ 6,190		
GIS system upgrade			\$ 14,000	
Furniture				
No Furniture in Planning Horizon				
Vehicles				
Replace 3/4 ton 4X4	\$ 32,000			
Replace 1986 Backhoe	\$ 100,000			
Replace meter tech trucks(2)	\$ 60,000			
Replace 4X4(E-5)		\$ 30,000		
Replace 3-ton 1997(E-2)		\$ 65,000		
Replace 760 trencher		\$ 75,000		
Replace CM Vehicle		\$ 10,000		
Replace Bucket(E-8)			\$ 250,000	
Replace 860 trencher			\$ 95,000	
Replace 2 3/4 ton 4X4			\$ 70,000	
Replace Digger Derrick(E4)				\$ 250,000
Equipment				
Equipment upgrades	\$ 10,000			
Total	\$ 4,767,670	\$ 3,921,990	\$ 2,741,950	\$ 4,610,000



**Capital Improvements Plan
2011-2014 CIP – CONSERVATION TRUST FUND**

CONSERVATION TRUST FUND

PARKS DEPARTMENT

Capital Improvements Program				
Parks Department - Conservation Trust Fund				
	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
Projects				
No Projects in Planning Horizon				
Land				
No Land Improvements in Planning Horizon				
Buildings				
Metcalfe - Riding/Roping awnings	\$ 25,000			
Metcalfe - Baseball awnings	\$ 17,000			
Computer Equipment & Software				
No Computer Equipment in Planning Horizon				
Furniture				
No Furniture in Planning Horizon				
Vehicles				
No Vehicles in Planning Horizon				
Equipment				
Herbicide Sprayer	\$ 45,000			
Replace Riding Mowers		\$ 55,000		
Broadcast spreader-fertilizer			\$ 36,000	
Field sweeper			\$ 36,000	
Mini trackhoe				\$ 40,000
Equipment trailer				\$ 25,000
Total	\$ 87,000	\$ 55,000	\$ 72,000	\$ 65,000



All Funds PERSONNEL SUMMARY

DESCRIPTION

The following chart identifies the total number of personnel working for the City for the year 2008 through 2010. Specific positions for each department are identified within each department's budget data.

Personnel Summary						
Administration						
	<u>2008</u>	<u>2009</u>	<u>2010</u>			
Full-time	11.8	11.8	12.8			
Part-time						
Seasonal						
Municipal Court						
	<u>2008</u>	<u>2009</u>	<u>2010</u>			
Full-time	2	2	2			
Part-time	1	1	1			
Seasonal						
Information Technology						
	<u>2008</u>	<u>2009</u>	<u>2010</u>			
Full-time	3	4	4			
Part-time						
Seasonal						
Planning						
	<u>2008</u>	<u>2009</u>	<u>2010</u>			
Full-time	2	2	2			
Part-time	2	2	2			
Seasonal						
Engineering						
	<u>2008</u>	<u>2009</u>	<u>2010</u>			
Full-time	1.5	2.5	2.5			
Part-time	1	0	0			
Seasonal						
Police						
	<u>2008</u>	<u>2009</u>	<u>2010</u>			
Full-time	53	53	54			
Part-time	2	2	2			
Seasonal						
Parks						
	<u>2008</u>	<u>2009</u>	<u>2010</u>			
Full-time	3	3	3			
Part-time						
Seasonal	10	8	8			
Facilities						
	<u>2008</u>	<u>2009</u>	<u>2010</u>			
Full-time	3	3	2			
Part-time						
Seasonal						
Code Enforcement						
	<u>2008</u>	<u>2009</u>	<u>2010</u>			
Full-time	2	2	2			
Part-time	1	0	0			
Seasonal						
Water						
	<u>2008</u>	<u>2009</u>	<u>2010</u>			
Full-time	14.9	16.9	14.4			
Part-time						
Seasonal	1	1	1			
Electric						
	<u>2008</u>	<u>2009</u>	<u>2010</u>			
Full-time	30.4	31.4	28.9			
Part-time	2	2	2			
Seasonal	1	1	1			
Customer Service						
	<u>2008</u>	<u>2009</u>	<u>2010</u>			
Full-time	12	15	20			
Part-time	1	2	0			
Seasonal						

(Continued on the next page)



All Funds PERSONNEL SUMMARY

Fire				Fleet			
	<u>2008</u>	<u>2009</u>	<u>2010</u>		<u>2008</u>	<u>2009</u>	<u>2010</u>
Full-time	19	19	19	Full-time	5	5	5
Part-time	3	3	3	Part-time			
Seasonal				Seasonal			
Street & Drainage				Ambulance			
	<u>2008</u>	<u>2009</u>	<u>2010</u>		<u>2008</u>	<u>2009</u>	<u>2010</u>
Full-time	8	8	8	Full-time	8	8	8
Part-time				Part-time			
Seasonal	4	3	4	Seasonal			
Summary of All Departments							
	<u>2008</u>	<u>2009</u>	<u>2010</u>				
Full-time	178.6	186.6	187.6				
Part-time	13	12	10				
Seasonal	16	13	14				



Debt Service DEBT POLICIES

DEBT POLICY

The following Debt Policy excerpt is taken from Section 1.6 of the City's Financial Policy Manual:

The purpose of this policy is to establish debt issuance guidelines. This policy is applicable to all debt issuance for the City of Fountain including obligations which are not legally debt but which are obligations of the City of Fountain that are subject to annual appropriation of funds for their payment by the City Council of the City of Fountain.

1.6.1 The City will seek to maintain, and if possible, improve its current bond rating so its borrowing costs are minimized and its access to credit is preserved. Sound financial practices, debt management and capacity, and competent management support the maintenance of the City's current bond rating. In its relations with rating agencies and the investment community, the City will follow a policy of full disclosure, as required by legal and professional practices.

1.6.2 Credit Worthiness. The City will seek to maintain, and as possible, improve its current credit rating so its borrowing costs are minimized and its access to credit is preserved and enhanced.

The City will maintain good communications about its financial condition with bond and credit rating institutions.

1.6.3 Borrowing Purposes. The City will not fund current operations from the proceeds of borrowed funds, except for short-term cash flow borrowing such as Tax Anticipation Notes. The City will confine long-term borrowing to capital improvements, projects, or equipment, which cannot be funded from current revenues.

1.6.4 Debt Repayment. When the City uses long-term debt financing, it will repay the debt within a period not to exceed the useful life of the improvements or equipment.

Whenever possible, debt shall be self-supporting, and will be revenue debt, or revenue-backed with a general obligation pledge.

The general obligation pledge will be used only for projects, which have a general benefit to City residents, which cannot be self-supporting.

Pursuant to Section 10.5 of the City Charter, revenue bonds, payable from any or source or sources other than ad valorem taxes of the City, may be issued without an election by Council action.

Local or Special Improvement District Bonds may be issued and debt repayments scheduled pursuant to the requirements set forth in Section 10.8 of the City Charter.

Advance refunding will generally be undertaken only when the net present value savings exceeds 4% of the net interest cost or when the restructuring of debt is in the City's financial interest in accordance with the provisions set forth in Section 10.6 of the City Charter.



Debt Service DEBT POLICIES

Lease purchase debt, including certificates of participation, will be considered as an alternative to long-term vendor leases when cost effective. Such debt will be subject to annual appropriation and administered by the Finance Department.

Long-term lease purchases for buildings and facilities will be used when the cost of a lease purchase is lower than other options or if deemed appropriate because of time constraints, etc. pursuant to the requirements set forth in section 10.7 of the City Charter.

- 1.6.5 Direct Bonded Debt. Pursuant to Section 10.4 of the City Charter, the Net Direct Bonded Debt as a percentage of Assessed Value shall not exceed 10%.
- 1.6.6 Conduit Financing. Recognizing that the City is able to issue debt for broad purposes, it may be appropriate to issue on behalf of another party when the City Council, after a complete review process, determines that the proposed project will provide a general benefit to City residents. The City will consider issuing conduit financing which will not impair the City's credit rating. Any financing issued through the City shall qualify for an investment grade rating by one or both of the two top rating agencies. All expenses related to conduit financing will be borne by the applicants. The City shall establish review procedures for projects, including public contracting and financial fees.
- 1.6.7 Loans/Installment Purchases. Because all loans and installment purchases are considered the City's debt, it is very important that Finance complete those transactions on behalf of the City. Finance will maintain a copy of the agreement, payment schedule, and contact name. Finance is also available to review terms of any loan or lease purchase agreement. All payments will be processed through Finance.
- 1.6.8 Other Financing. The City may issue debt on behalf of its enterprises subject to the same criteria listed above. Debt issued for City enterprises shall be approved by the City Council.**



Debt Service

DEBT SCHEDULE – GENERAL FUND

GENERAL FUND DEBT DESCRIPTIONS

During 2005, the City entered into a lease agreement to purchase various equipment and vehicles, and construct a salt and sand storage building. Monthly payments ranging from \$7,618 to \$1,077 are due through June, 2012. Interest accrues at the rate of 3.89%.

During 2006, the City entered into a lease agreement to purchase police vehicles, an ambulance and a dump truck. Monthly payments ranging from \$7,582 to \$4,761 are due through January, 2011. Interest accrues on the outstanding balance at the rate of 3.897%.

During 2007, the City entered into a lease agreement for \$685,000 to purchase police vehicles, a street sweeper, dispatch consoles, and a pumper truck. Monthly payments ranging from \$12,183 to \$4,764 are due through May, 2014. Interest accrues on the outstanding balance at the rate of 3.975%.

During 2007, the City paid cash of \$500,000 and entered into a lease agreement for \$315,000 to purchase a ladder truck. Annual payments of \$53,104 are due under the lease agreement through July, 2014. Interest accrues on the outstanding balance at the rate of 4.32%.

During 2008, the City entered into a lease agreement for \$49,020 to purchase a backhoe. Monthly payments of \$906 are due under the lease agreement through April, 2013. Interest accrues on the outstanding balance at the rate of 4.31%.

By the end of 2009, the City anticipates entering into a lease agreement for \$100,000 to purchase a new ambulance chassis. Monthly payments are estimated to be \$1811 under the lease agreement through November of 2014. Interest is estimated to accrue on the outstanding balance at the rate of 3.3%.

GENERAL FUND DEBT SCHEDULE

General Fund Debt Service 2010-2014					
	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
Bonds:					
Bond Total	-	-	-	-	-
Notes:					
Notes Total	-	-	-	-	-
Capital Leases:					
2005 Brush truck	12,930	12,930	5,390		
2005 Public works equip	19,070				
2005 Truck code enforcement	2,230				
2006 Vehicles/Equipment	59,960	4,761			
2007 Vehicles/Equipment	122,510	105,590	77,340	57,180	
2007 Ladder Truck	53,110	53,110	53,110	53,110	53,110
2008 Backhoe Lease	10,880	10,880	10,880	3,630	
2009 Ambulance	21,740	21,740	21,740	21,740	19,920
Capital Lease Total	302,430	209,011	168,460	135,660	73,030
Total Debt Service	\$ 302,430	\$ 209,011	\$ 168,460	\$ 135,660	\$ 73,030



Debt Service

DEBT SCHEDULE – WATER FUND

WATER FUND DEBT DESCRIPTIONS

During 2005, the City entered into a loan agreement with the Colorado Water Resources and Power Development Authority (CWRPDA). Authorized uses of the loan proceeds include land acquisition for future water storage, purchase of water rights and various other water projects. Payments of interest and principal are due semi-annually on May 1 and November 1, through November, 2035. Interest accrues at the rate of 4.56%.

During 2009, the City entered into a loan agreement with the Colorado Water Resources and Power Development Authority (CWRPDA). Authorized uses of the loan proceeds include the purchase of a facility to house the utility customer service operations and the purchase of land for a future raw water storage reservoir. The customer service facility transaction is completed and it is anticipated that the land transaction will close by the end of 2009. Payments of interest and principal are due semi-annually on May 1 and November 1, through November, 2038. Interest accrues at the rate of 5.44%.

During 2003, the City obtained a loan from a private individual for the purchase of water rights. Annual principal payments of \$72,700 are due through 2016. Interest accrues at 5% per annum and is paid semi-annually.

During 2007, the City obtained a loan from a private individual for the purchase of water rights. Annual principal payments of \$39,050 are due through 2016. Interest accrues at 5% per annum and is paid semi-annually.

During 2008, the City entered into an agreement with a private individual for the purchase of water rights. The agreement requires monthly payments of \$12,000, with a final balloon payment of \$1,321,337 expected to be due in 2012. Interest accrues at 7% per annum and is paid monthly.

These loans are payable solely from revenues of the City's utility system, which includes the Water and Electric Funds, after deduction of operating and maintenance costs. During the year ended December 31, 2008, net revenues of \$4,068,089 were available to pay annual debt service of \$774,303.



Debt Service DEBT SCHEDULE – WATER FUND

WATER FUND DEBT SCHEDULE

5 Year Water Fund Debt Service 2010-2014					
	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
Bonds:	-	-	-	-	-
Bond Total	-	-	-	-	-
Loans Payable:					
2005 Colorado Water Resources and Power Development Authority	\$ 509,073	\$ 513,710	\$ 512,585	\$ 511,285	\$ 513,886
2008 Colorado Water Resources and Power Development Authority	\$ 572,382	\$ 572,732	\$ 572,532	\$ 572,169	\$ 576,644
2009 Inter fund Loan	\$ -	\$ 252,758	\$ 252,758	\$ 252,758	\$ 252,758
Anticipated Future Borrowings:					
2010 Colorado Water Resources and Power Development Authority	\$ -	\$ 251,140	\$ 502,279	\$ 502,279	\$ 502,279
2011 Colorado Water Resources and Power Development Authority		\$ -	\$ 258,020	\$ 516,040	\$ 516,040
2012 Colorado Water Resources and Power Development Authority			\$ -	\$ 268,341	\$ 536,682
2013 Colorado Water Resources and Power Development Authority				\$ -	\$ 268,341
2014 Colorado Water Resources and Power Development Authority					\$ -
Loan Total	\$ 572,382	\$1,076,629	\$1,585,589	\$2,111,587	\$2,652,744
Notes Payable:					
ErmeI	\$ 96,933	\$ 93,298	\$ 89,663	\$ 86,635	\$ 82,394
ErmeI Supplemental	\$ 52,067	\$ 50,114	\$ 48,162	\$ 46,210	\$ 44,257
Aspen Realty	\$ 144,000	\$ 144,000	\$1,357,337		
	\$ 293,000	\$ 287,412	\$1,495,162	\$ 132,845	\$ 126,651
Total Debt Service	\$1,119,919	\$1,620,896	\$3,337,044	\$2,500,075	\$3,036,338



Debt Service DEBT POLICIES

DEBT POLICY

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Debt Service

DEBT SCHEDULE – GENERAL FUND

GENERAL FUND DEBT DESCRIPTIONS

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During 2007, the City entered into a lease agreement for \$685,000 to purchase police vehicles, a street sweeper, dispatch consoles, and a pumper truck. Monthly payments ranging from \$12,183 to \$4,764 are due through May, 2014. Interest accrues on the outstanding balance at the rate of 3.975%.

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By the end of 2009, the City anticipates entering into a lease agreement for \$100,000 to purchase a new ambulance chassis. Monthly payments are estimated to be \$1811 under the lease agreement through November of 2014. Interest is estimated to accrue on the outstanding balance at the rate of 3.3%.

GENERAL FUND DEBT SCHEDULE

General Fund Debt Service 2010-2014					
	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
Bonds:					
Bond Total	-	-	-	-	-
Notes:					
Notes Total	-	-	-	-	-
Capital Leases:					
2005 Brush truck	12,930	12,930	5,390		
2005 Public works equip	19,070				
2005 Truck code enforcement	2,230				
2006 Vehicles/Equipment	59,960	4,761			
2007 Vehicles/Equipment	122,510	105,590	77,340	57,180	
2007 Ladder Truck	53,110	53,110	53,110	53,110	53,110
2008 Backhoe Lease	10,880	10,880	10,880	3,630	
2009 Ambulance	21,740	21,740	21,740	21,740	19,920
Capital Lease Total	302,430	209,011	168,460	135,660	73,030
Total Debt Service	\$ 302,430	\$ 209,011	\$ 168,460	\$ 135,660	\$ 73,030



Debt Service

DEBT SCHEDULE – WATER FUND

WATER FUND DEBT DESCRIPTIONS

During 2005, the City entered into a loan agreement with the Colorado Water Resources and Power Development Authority (CWRPDA). Authorized uses of the loan proceeds include land acquisition for future water storage, purchase of water rights and various other water projects. Payments of interest and principal are due semi-annually on May 1 and November 1, through November, 2035. Interest accrues at the rate of 4.56%.

During 2009, the City entered into a loan agreement with the Colorado Water Resources and Power Development Authority (CWRPDA). Authorized uses of the loan proceeds include the purchase of a facility to house the utility customer service operations and the purchase of land for a future raw water storage reservoir. The customer service facility transaction is completed and it is anticipated that the land transaction will close by the end of 2009. Payments of interest and principal are due semi-annually on May 1 and November 1, through November, 2038. Interest accrues at the rate of 5.44%.

During 2003, the City obtained a loan from a private individual for the purchase of water rights. Annual principal payments of \$72,700 are due through 2016. Interest accrues at 5% per annum and is paid semi-annually.

During 2007, the City obtained a loan from a private individual for the purchase of water rights. Annual principal payments of \$39,050 are due through 2016. Interest accrues at 5% per annum and is paid semi-annually.

During 2008, the City entered into an agreement with a private individual for the purchase of water rights. The agreement requires monthly payments of \$12,000, with a final balloon payment of \$1,321,337 expected to be due in 2012. Interest accrues at 7% per annum and is paid monthly.

These loans are payable solely from revenues of the City's utility system, which includes the Water and Electric Funds, after deduction of operating and maintenance costs. During the year ended December 31, 2008, net revenues of \$4,068,089 were available to pay annual debt service of \$774,303.



Debt Service DEBT SCHEDULE – WATER FUND

WATER FUND DEBT SCHEDULE

5 Year Water Fund Debt Service 2010-2014					
	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
Bonds:	-	-	-	-	-
Bond Total	-	-	-	-	-
Loans Payable:					
2005 Colorado Water Resources and Power Development Authority	\$ 509,073	\$ 513,710	\$ 512,585	\$ 511,285	\$ 513,886
2008 Colorado Water Resources and Power Development Authority	\$ 572,382	\$ 572,732	\$ 572,532	\$ 572,169	\$ 576,644
2009 Inter fund Loan	\$ -	\$ 252,758	\$ 252,758	\$ 252,758	\$ 252,758
Anticipated Future Borrowings:					
2010 Colorado Water Resources and Power Development Authority	\$ -	\$ 251,140	\$ 502,279	\$ 502,279	\$ 502,279
2011 Colorado Water Resources and Power Development Authority		\$ -	\$ 258,020	\$ 516,040	\$ 516,040
2012 Colorado Water Resources and Power Development Authority			\$ -	\$ 268,341	\$ 536,682
2013 Colorado Water Resources and Power Development Authority				\$ -	\$ 268,341
2014 Colorado Water Resources and Power Development Authority					\$ -
Loan Total	\$ 572,382	\$1,076,629	\$1,585,589	\$2,111,587	\$2,652,744
Notes Payable:					
ErmeI	\$ 96,933	\$ 93,298	\$ 89,663	\$ 86,635	\$ 82,394
ErmeI Supplemental	\$ 52,067	\$ 50,114	\$ 48,162	\$ 46,210	\$ 44,257
Aspen Realty	\$ 144,000	\$ 144,000	\$1,357,337		
	\$ 293,000	\$ 287,412	\$1,495,162	\$ 132,845	\$ 126,651
Total Debt Service	\$1,119,919	\$1,620,896	\$3,337,044	\$2,500,075	\$3,036,338



Glossary

Accrual Accounting: A basis of accounting in which revenues and expenditures are recorded at the time they are earned or incurred as opposed to when cash is actually received or spent. For example, in accrual accounting, revenue, which was earned in December, but not collected until January, is recorded as revenue of December rather than January.

ADA: Americans with Disabilities Act signed into law July 26, 1990, intending to make businesses more accessible to people with disabilities.

AMR: Automated Meter Reading.

Appropriation: An authorization of a specific amount of money made by the City Council which permits the City to incur obligations and to make expenditures of resources.

Appropriation Ordinance: The official enactment by the City Council to establish legal authority for City officials to obligate and expend resources.

Assessed Valuation: The value that is established for real or personal property by the County Assessor for the purpose of levying property taxes.

AWWA: American Water Works Association.

Budget: A fiscal plan for a specified period of time (fiscal year) that balances projected revenues and fund balance appropriations to estimated expenditures and operating transfer obligations.

Capital Improvement Plan: An annually updated plan of capital expenditures for public facilities, infrastructure and major fixed assets with estimated costs, sources of funding and timing of projects.

Capital Improvement Project: A permanent addition to the City's assets and includes design, construction and purchase of land, buildings and facilities.

Capital Expenditure: Represents expenditures which result in the acquisition or addition to fixed assets including: land; buildings; streets and street improvements; recreation facilities; electric and water lines; and machinery or equipment with an expected life of more than one year, a per unit cost of \$5,000 or more, and is used in operations.

Cash Accounting: A basis of accounting in which transactions are recorded when cash is either received or expended for goods and services.

CDBG: Community Development Block Grant. The CDBG program is a U.S. Department of Housing and Urban Development program that provides local governments and states with resources to address a wide range of unique community development needs.

Contingency: An appropriation of funds to cover unforeseen events that occur during the fiscal year.

CIRSA: Colorado Intergovernmental Risk Sharing Agency. CIRSA provides Property/Casualty Insurance and Workers' Compensation Insurance for the City of Fountain.



Glossary

CML: Colorado Municipal League. The CML is an organization representing Colorado's cities and towns collectively in matters before the state and federal government. CML also provides information services to assist municipal officials in managing their governments.

CTF: Conservation Trust Fund. The Conservation Trust Fund is used to account for monies received from the Colorado Lottery for the purposes of purchasing park/open space land, making improvements in the City's park system, and maintaining the park system.

Debt Limit: The maximum amount of outstanding gross or net debt legally permitted. The City of Fountain's legal debt limit is 10% of the assessed property values in the city limits.

Debt Service: The payment of principal, interest and bond reserve requirements on borrowed funds such as notes and bonds.

Department: A department is the highest level organizational unit of municipal government operations. The City's departments include City Clerk's Office, Economic Development, Finance, Fire, Information Technology, Municipal Court, Office of the City Manager, Planning & Code Enforcement, Police, Public Works, and Utilities. The City's structure at the Department level is presented in the organizational chart.

Depreciation: Expiration in the service life of fixed assets because of wear and tear, deterioration, action of physical elements, inadequacy or obsolescence.

Division: A group which is comprised of a specific operation within a functional area. City Departments may contain one or more divisions.

Encumbrance: An administrative control under which a commitment of purchase an item or service is recorded; thus, the money is not available for new expenditure commitments. The use of encumbrances prevents overspending and permits officials to be certain of how much money is available for new commitments.

Enterprise Funds: Enterprise Funds are used to account for operations that are financed and operated similar to private business enterprises – where the intent of the governing body is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. The rate schedules for these services are established to ensure that revenues are adequate to meet all necessary expenditures. Enterprise Funds in the City of Fountain include the Water Fund and Electric Fund.

EPA: Environmental Protection Agency. A part of the US federal government that enforces environmental laws and provides information and guidance to policy makers.

ESA: Emergency Services Agency.

Expenditure: Decreases in net financial resources. Expenditures include current operating expenses requiring the present or future use of net current assets, debt service, capital outlays, intergovernmental grants, entitlements, and shared revenues. Note that an encumbrance is not an expenditure, but reserves funds to be expended.



Glossary

Fiscal Year: The time period designated by the City signifying the beginning and ending period for recording financial transactions. For the City of Fountain, the fiscal year is the calendar year, January 1, through December 31.

FTE: Full-time equivalent. The hourly equivalent of a full-time employee. An FTE can be made up of either one full-time employee or two or more part-time employees whose total hours equal 40 per week.

Fund: An accounting entity that has a set of self-balancing accounts and that records all financial transactions for specific activities or governmental functions. Funds can be categorized into one of eleven fund types: general fund; special revenue funds; debt service funds; capital project funds; permanent funds; enterprise funds; internal service funds; investment trust funds; pension trust funds; private-purpose trust funds; investment trust funds; and agency funds.

Fund Balance: It is the difference between assets and liabilities of a government fund. Because assets may include non-cash items, fund balances may not represent liquid assets.

GASB: Governmental Accounting Standards Board. GASB is to establish and improve standards of state and local governmental accounting and financial reporting that will result in useful information for users of financial reports.

General Fund: The General Fund is the general operating fund of the City. It is used to account for all financial resources except those required to be accounted for in other funds. General Fund revenues include: sales and use taxes; property taxes; licenses and permits; intergovernmental; and other types of revenue. This fund includes most of the basic operating services including Police, Fire, Finance, Public Works, Parks, Municipal Court and General Administration.

GFOA: Governmental Finance Officers Association. The purpose of the GFOA is to enhance and promote the professional management of governments for the public benefit. The GFOA accomplishes this by identifying and developing financial policies and practices and promoting them through education, training, and leadership. The City of Fountain will be submitting the 2010 Budget document for consideration in the GFOA Distinguished Budget Presentation Award Program.

GID: General Improvement District.

GIS: Geographic Information System. GIS is a specialized information system for capturing, storing, querying, analyzing, and displaying geographic data. Geographic data describes both the location and characteristics of features or objects on the earth's surface.

Governmental Funds: All governmental funds are accounted for on a spending or "financial flow" measurement focus. Only current assets and current liabilities are generally reported on their respective balance sheets. Their reported fund balance (net current assets) is considered a measure of "available spendable resources." Governmental fund operating statements report increases and decreases in net current assets and, accordingly, present a summary of sources and uses of "available spendable resources" during the period. The City of Fountain's governmental funds are the General Fund, Conservation Trust Fund, Community Development Block Grant Revolving Fund,



Glossary

Impact Fund, Heritage Maintenance District Fund, Contingency Fund, Volunteer Fund, and General Improvement District #1 Fund.

Grant: A contribution made from either the private sector to the City or by one governmental unit to another. The contribution is usually made to support a specified program, function, or project.

Impact Fees: Fees charged to developers to cover, in whole or in part, the anticipated cost of improvements that will be necessary as a result of the development (i.e. parks, storm drainage)

Infrastructure: Facilities on which the continuance and growth of a community depend such as roads, waterlines, sewers, public buildings, and parks.

Interfund Transfers: Amounts transferred from one fund to another. Transfers are not expenditures and must be appropriated for expenditures in the funds receiving the transfer.

Intergovernmental Revenue: Money received from federal, state, and other governmental bodies. Examples are Highway User Tax Fund and Cigarette Tax.

Internal Service Fund: Proprietary funds used to account for the furnishing of goods or services by one department or agency to other departments or agencies on a cost reimbursement basis.

IT: Information Technology.

LED: Light Emitting Diode. LED is a light that uses from one-third to one-fifth of the energy of a conventional incandescent light bulb.

Levy: To impose taxes, special assessments, or service charges for the support of City activities.

Liability: Amounts owed for items received, services rendered, expenses incurred, assets acquired, construction performed, and amounts received but not yet earned. Liabilities are financial obligations or debts.

Major Fund: Any fund whose revenues or expenditures, excluding other financing sources and uses, constitute more than 10 percent of the revenues or expenditures of the appropriated budget should be considered as major funds. The City of Fountain's major funds are the General Fund, Water Fund, and Electric Fund.

MEAN: Municipal Energy Agency of Nebraska. The City of Fountain purchases its wholesale power from MEAN

Modified Accrual: Under Modified Accrual Accounting, revenues are recognized in the accounting period when they become both measurable and available as net current assets.

Mill Levy: Rate by which assessed valuation is multiplied to determine property tax. A mill is 1/10 of one cent or 1 mill equals \$1 per \$1,000 of assessed value.

MVEA: Mountain View Electric Association.



Glossary

MWh: Megawatt Hour. A unit for measuring energy.

NESC: National Energy Safety Council.

Non-major fund: Any fund whose revenues or expenditures, excluding other financing sources and uses, constitute less than 10 percent of the revenues or expenditures of the appropriated budget.

O & M: Operations and Maintenance.

Operating Budget: The portion of the budget that pertains to continuing every-day expenditures such as personal services, utilities, contractual services, debt service, and commodities.

Parks Advisory Board: The Board consists of five members. The duties of the Board are to make recommendations to the City Council concerning the purchase or disposition of park and open space lands and the annual budget for the Conservation Trust Fund.

Personal Services: Salaries, wages, federal and state withholding and fringe benefits such as pensions and insurance.

Projection: Estimation of future revenues and expenditures based on past trends, current economic conditions and financial forecasts.

Property Tax: A tax which is levied on both real and personal property according to that property's valuation, assessment rate and mill levy.

Proprietary Funds: Proprietary Funds account for the acquisition, operation and maintenance of governmental facilities and services, which are self-supported by user charges. The City of Fountain has two proprietary fund types: Enterprise funds which are the Water, Electric, Ambulance, and Drainage Funds and the Internal Service fund is the Insurance Fund.

PUC: Public Utilities Commission regulates electric, natural gas and telephone service. The Commission ensures that utilities provide safe, adequate, reliable service at fair, reasonable rates.

Reserve Fund Balance: The portion of a fund's balance that is legally restricted for a specific purpose and is, therefore, not available for general appropriation.

RETAC: Region Emergency Medical Trauma Advisory Council.

Revenue: The taxes, fees, charges, special assessments, grants, and other funds collected and received by the City in order to support the services provided.

Risk Management: An organized attempt to protect an entity's assets against accidental loss in the most economical manner, and programs to minimize worker injury and supervisory actions to limit City liability.

R-O-W: Right of Way.



Glossary

SCADA: Supervisory Controlled and Data Acquisition System, is a computer system for gathering and analyzing real time data. SCADA systems are used to monitor and control a plant or equipment. The City of Fountain uses SCADA in the water and electric utilities.

Special Assessment: A compulsory levy made against certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties.

Special Revenue Fund: Special Revenue funds are used to account for resources and expenditures which are designated by law or contractual agreement for specified functions or activities and are legally required to be accounted for in a separate fund.

TABOR: Tax Payer's Bill of Rights. TABOR refers to an amendment to the State constitution which put in place several restrictions to state and local government. The most significant limits are the requirements for all tax rate increases to be by voter approval, and creating revenue limits a government must abide by, refunding all revenue over the limit unless given voter approval. The City of Fountain is not De-Tabored.

Tap Fee: The fee paid by new development to hook up to the City's water system to contribute to financing water facilities to meet the needs of increased population.

Transfers: Amounts distributed from one fund to finance activities in another fund. Transfers are shown as expenditures in the originating fund and as revenues in the receiving fund.

Unreserved Fund Balance: The portion of a fund's balance that is not restricted for a specific purpose and is available for general appropriation.

Water Acquisition Fee: A per dwelling unit fee collected at the time of building permit issuance. This new development related fee is intended to recover the cost of purchasing additional water rights and infrastructure for new growth.