

Fiscal Year 2021  
Adopted

# CITY BUDGET



CITY OF DURANGO  
COLORADO

2021 ADOPTED BUDGET

**CITY COUNCIL**

Dean Brookie  
Mayor

Kim Baxter  
Mayor Pro Tem

Chris Bettin

Melissa Youseff

Barbara Noseworthy

José R. Madrigal  
**City Manager**

**Assistant City Manager/  
Community Development Director**  
Kevin Hall

**Assistant City Manager/  
Transportation Services Director**  
Amber Blake

**Department Directors**

**Finance Director**  
Cynthia Sneed

**City Attorney**  
Dirk Nelson

**Administrative Services Director**  
Amy Phillips

**Police Chief**  
Robert Brammer

**Director of Aviation**  
Tony Vicari

**City Operations Director**  
Levi Lloyd

**Library Director**  
Sandy Irwin

**Parks and Recreation Director**  
Catherine Metz

**Human Resources Director**  
Erin Hyder

**Acting 911 Communications Director**  
Zeta Fail

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## Budget Introduction

An introduction to the Annual Budget presented in a series of narrative documents designed to give the reader relevant information regarding the City's budgeting process and fiscal environment.

- City Manager's Budget Message
- Budget Summary
- Financial Assessment
- Budget Process and Calendar
- Mission and Vision
- City Council Goals
- Demographics
- Organizational Chart

# City Manager's Budget Message

October 28, 2020

To the Honorable Mayor, City Council and Citizens:

The budget is designed as a management guide, an executive planning document, and a financial report. This budget combines the efforts and input from citizens, City Council, and city staff to develop a balanced budget to continue to plan for the future, set objectives for the coming year, and define the purposes and resources to achieve those objectives. Looking forward into 2021 and beyond, the City will develop strategic alignment with the City's mission, vision, values, goals and coordinate a strategic plan that fosters a culture of innovation and transparency.

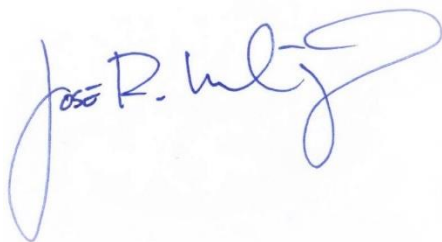
The fiscal impacts of the COVID-19 pandemic have created challenges for the financial stability for the City of Durango. With City Council support, City staff mitigated the initial impacts of the revenue reductions specifically to Sales Tax by enacting furloughs, deferring capital projects, and reducing materials and supplies as well as charges and services during FY2020. The General Fund will see the largest impacts because of the COVID-19 Pandemic and will likely continue to struggle into fiscal year 2023. The Budget is prepared with the assumption that sales tax revenues will be down 8.5% compared to the 2020 Budget.

The budget has prioritized operating a conservative budget for the Proposed 2021 Budget. This has been implemented in this budget by conservative spending based on a five-year average of actual expenditures for the 2020 Budget and an aim to reach an additional reduction due to the revenue shortfalls from the pandemic. City Council Goals are reflected throughout the Proposed 2021 Budget, but will be revisited in 2021.

The 2021 Proposed budget is moving forward with the Government Finance Association Best Practices to include elimination of carry forward capital projects, ending net position from 2019 as beginning balance, isolating the 2015, 2019 sales tax projects and General Fund Capital Projects. The proposed 2021 budget is presented with a new format that streamlines the budget.

I'd like to say thank you to our city staff and City Council for the time and effort put into the budget process every year and for providing access for residents to access important financial information. Furthermore, I'm enthusiastic about the future, with the City of Durango implementing OpenGov in 2021 which will provide easy online access to important financial data. We will continue to make strides to engage with the community, listen to residents, and secure a stable and successful future.

Respectfully submitted,



José R. Madrigal, City Manager

# Budget Summary

## Highlights

- Reflects new City Council Goals
- Reflects conservative spending
- Continues best practices around the following: reconciling for major differences and similarities between the two basis's of accounting, starting budget with ending fund balance with prior year CAFR fund balance
- Initiates formation of an Urban Renewal Authority
- Includes isolated capital projects to remain in the funding source as well re-appropriation of existing capital projects

## Strategic Staffing and Resource Planning

- Due to the revenue impacts of the COVID-19 pandemic the proposed 2021 Budget was developed using the following assumptions:
  - **Limited positions/promotions** - Due to the city's anticipated decreased revenues, new position requests are discouraged in the budgeting process unless the position supports Council Goals or legal mandates.
  - **27<sup>th</sup> Pay Period**- 2021 contains 27 pay periods, the 2022 budget will reflect a reduction returning to 26 pay periods.

## Financial Assessment

**Total Combined Revenues:** The total Combined Revenues for FY 2021 totals: \$101,084,547 which is -2% decrease from the 2020 end of year estimate.

Revenues:

Fund	EOY Estimate 20	Budget 21	% Change
General Fund	41,099,485	43,477,028	5%
2015 Sales Tax Fund	5,754,705	6,136,211	6%
Road Impact Fee Fund	350,250	350,250	0%
Durango Tourism Fund	805,000	805,000	0%
2019 Sales Tax Fund	4,122,733	4,124,233	0%
Conservation Trust Fund	195,000	195,000	0%
Park Development Fund		10,500	0%
Storm Drainage Fund	200	200	0%
General Services Fund	83,500	58,500	-43%
CERF Fund	3,484,163	3,484,163	0%
Risk Manager Fund	1,195,537	1,349,078	11%
Self Insurance Fund	6,536,888	7,218,415	9%
Water Fund	7,832,500	8,091,187	3%

Sewer Fund	8,191,150	8,512,000	4%
Airport Fund	11,670,129	5,296,160	-120%
Sustainability Services Fund	2,908,892	3,041,000	4%
Transportation Services Fund	3,388,839	3,962,337	14%
Capital Project Fund- General Fund	493,346	417,500	0%
2005 Open Space, Parks, & Trails Fund	2,122,318	2,122,318	0%
2005 Capital Improvement Fund	2,433,466	2,433,467	0%
<b>Total</b>	<b>102,668,102</b>	<b>101,084,547</b>	<b>-2%</b>

**Total Combined Expense:** The total Combined Revenues for FY 2021 totals: \$110,564,977 which is 6% increase from the 2020 end of year estimate.

Expenses:

Fund	EOY Estimate 20	Budget 21	% Change
General Fund	39,566,804	42,865,877	8%
2015 Sales Tax Fund	9,204,016	8,137,501	-13%
Road Impact Fee Fund	324,149	324,149	0%
Durango Tourism Fund	754,607	974,607	23%
2019 Sales Tax Fund	5,253,091	4,003,154	-31%
Conservation Trust Fund	-	-	0%
Park Development Fund	-	-	0%
Storm Drainage Fund	-	-	0%
General Services Fund	219,775	226,037	3%
CERF Fund	2,442,157	4,239,195	42%
Risk Manager Fund	1,318,972	1,431,380	8%
Self Insurance Fund	6,273,580	6,599,660	5%
Water Fund	8,752,677	10,792,914	19%
Sewer Fund	11,282,598	11,851,256	5%
Airport Fund	7,696,626	4,867,132	-58%
Sustainability Services Fund	2,626,945	3,015,446	13%
Transportation Services Fund	3,814,454	4,162,787	8%
Capital Project Fund- General Fund	315,218	1,663,960	0%
2005 Open Space, Parks, & Trails Fund	3,098,671	2,976,455	-4%
2005 Capital Improvement Fund	2,433,466	2,433,467	0%
<b>Total</b>	<b>105,377,807</b>	<b>110,564,977</b>	<b>5%</b>



# Budget Process for 2021



## Planning

- July 27 Budget forms and instructions distributed to departments
- August 26 Public Workshop on Budget
- August 28 Interdepartmental Review committee review and ranking of CIP Projects
- September 9- Council Goals Adopted for 2020-2021

## Department Budgets

- September 11 Completed budget due to Finance Director from all City departments
- September 14-22 Conference with Department Director, Finance Director, and City Manager regarding Budget requests

## Finance

- August 14 Capital Improvement Projects and Position requests due to Finance
- September 11 Completed budget due to Finance Director from all City departments
- October 5 Strategy and Long-Term Finance Review of CIP Projects
- October 13 Joint City Council/BOCC Study Session Joint Sales Tax (Library and Senior Center) & Airport Joint with County

## City Manager's Budget

- October 28- Submission of the City Manager's Draft Proposed 2020 Budget to City Council
- November 5 Half Day Budget Retreat with City Council CIP direction from Council
- November 10 CIP formation and Proposed changes of the 2021 Budget

## City Council's Budget

- December 1 City Council Special Study Session –2021 Budget Reconciliation; City Council Meeting -- Appropriation Ordinance (first reading)
- December 3 City Council Meeting – 2021 Budget Adoption, Set 2021 Mill Levy, Appropriation Ordinance (second reading)
- December 8 DATO Marketing Plan Presentation, DFPD Annual Report
- December 15 Final Day to certify mill levy to County

## Adopted

- January 1 Fiscal year begins
- January 31 submit Budget to GFOA/ DOLA distribute final printed budget book



## **City of Durango Mission Statement**

Adopted by the City Council, August 3, 1993

We the City, as representatives of the people, shall be accountable and effective guardians of the public trust and resources.

We are committed to the provision of effective and efficient public services designed to enhance the quality of life of the citizens of our community.

We shall conduct the affairs of our City openly and ethically and manage our growth and development in a manner that respects our environment and preserves the unique character and identity of our community.





We view our citizens as our most important resource.

## **City of Durango Vision**

Durango is an authentic, diverse and creative community living in harmony with its natural environment, pursuing economic, environmental and social sustainability.

# Goal-Driven Budget

The FY2021 Adopted Budget was prepared using the five goals recently adopted by the City Council. These five goals were used as a guide to develop the Proposed Budget. Detailed City Council Goals and Objectives can be found at [www.durangov.org/citycouncil](http://www.durangov.org/citycouncil)

<b>A.</b>	<b>Advance initiatives to institute diversity, equity and inclusion within the City as evidenced by:</b>
	<ol style="list-style-type: none"> <li>1. Establishing an understanding of equity and inclusion principles.</li> <li>2. Building organizational capacity to address the breadth and depth of institutional transformation</li> <li>3. Leveraging membership with GARE (Government Alliance on Race and Equity) to identify key performance indicators for the City and community</li> <li>4. Identify strategies and target resources to address root causes of inequities</li> <li>5. Beginning to embed principles that:               <ol style="list-style-type: none"> <li>a. Normalize equity as a key value</li> <li>b. Organize internal infrastructure and external partnerships to support the transformation of local government, and</li> <li>c. Operationalize new tools for decision-making, measurement, and accountability</li> </ol> </li> <li>6. Engaging affected populations and stakeholders included but not limited to, BIPOC (Black Indigenous People of Color), LGBTQ+, undocumented immigrant, disabled, houseless, those with mental illness, and other under-represented communities</li> <li>7. Gathering and analyzing disaggregated data relevant to the community</li> </ol>
<b>B.</b>	<b>Improve social, environmental, and fiscal sustainability and resiliency and encourage responsible stewardship of resources, as evidenced by:</b>
	<ol style="list-style-type: none"> <li>1. Implementing a crosscutting Sustainability Action Plan in which all departments have key performance indicators (KPIs):               <ol style="list-style-type: none"> <li>a. Appropriate funds for departments to achieve KPIs and hold accountable for progress</li> <li>b. Review goal of reducing the City's carbon footprint and increasing its use of renewable energy</li> <li>c. Focus on improving air quality, water resources, fire mitigation, transportation, land use, food systems and interactions with wildlife</li> </ol> </li> <li>2. Create a high-quality communications program to foster awareness in the community               <ol style="list-style-type: none"> <li>a. Expand community outreach and engagement platforms and opportunities</li> </ol> </li> <li>3. Foster community trust by demonstrating open &amp; transparent governance</li> <li>4. Support an effective organization with a high-performance workforce</li> <li>5. Address structural financial imbalance in the General Fund:               <ol style="list-style-type: none"> <li>a. Determine appropriate reserve balances and develop initiatives to fund them</li> </ol> </li> <li>6. Continue to develop financial management tools, including Key Performance Indicators (KPIs)</li> <li>7. Expand economic development opportunities in collaboration with regional stakeholders</li> </ol>
<b>C.</b>	<b>Expand Durango's unique identity as a driver of enhanced quality of life and sense of place, as evidenced by:</b>
	<ol style="list-style-type: none"> <li>1. Assist Urban Renewal Authority (URA) to support Durango:               <ol style="list-style-type: none"> <li>a. Prioritize funding for mobility/transit features that may be part of URA</li> <li>b. Develop incentives for public/private partnerships</li> <li>c. Engage community on priority URA Project Areas</li> </ol> </li> <li>2. Aligning support for a robust creative economy, parks and recreation system, and public library:               <ol style="list-style-type: none"> <li>a. Continue to engage stakeholders on feasibility of a performing arts and convention center</li> <li>b. Maintain and enhance quality of existing Parks &amp; Recreation facilities</li> <li>c. Maintain and expand soft and hard-surface trail systems</li> <li>d. Improve financial viability of underfunded amenities including Durango Public Library and work of Creative Economy Commission</li> </ol> </li> <li>3. Identifying an iconic feature (physical structure or activity) that becomes symbol of Durango</li> </ol>
<b>D.</b>	<b>Continue to address Durango's affordable/attainable housing, including options for homeless population, as evidenced by:</b>
	<ol style="list-style-type: none"> <li>1. Implementing Durango's Housing Plan, with measurable outcomes and milestones:               <ol style="list-style-type: none"> <li>a. Appropriate resources to ensure adequate city staff to focus on increasing affordable housing inventory through a variety of mechanisms, including land acquisition/bank, changes to Code, and public/private incentives, among other activities</li> <li>b. Present models for a local/regional housing authority with potential service areas</li> <li>c. Explore funding options for a regional housing authority or similar model</li> <li>d. Review existing implementation plan, and potential alternatives, for use of Fair Share and Transfer Fees funding</li> <li>e. Integrate housing plan with Urban Renewal Authority and character districts</li> </ol> </li> <li>2. Implementing the adopted Strategic Plan for Homelessness:               <ol style="list-style-type: none"> <li>a. Appropriate resources identified as City contributions in the homeless strategy</li> <li>b. Consider homeless strategy being part of any proposed regional housing authority</li> </ol> </li> <li>3. Ensure Land Use and Development Code Alignment Project promotes development of affordable housing               <ol style="list-style-type: none"> <li>a. Review standards for parking; density; Multiple Dwelling Units (MDU); Mixed Use Definitions; street and access design</li> <li>b. Evaluate conversion of motels to long-term rental residential</li> </ol> </li> </ol>
<b>E.</b>	<b>Require &amp; support effective utilization of resources to supply the following, as evidenced by:</b>
	<ol style="list-style-type: none"> <li>1. Safety: police, fire, emergency services               <ol style="list-style-type: none"> <li>a. Police: Implement Reimagine Policing Concept</li> <li>b. Fire: Explore joining the Fire District</li> </ol> </li> <li>B. Sanitation: water, sewer, stormwater, solid waste, recycling               <ol style="list-style-type: none"> <li>1. Water: Progress with development of water treatment capabilities</li> <li>2. Stormwater: Adopt Stormwater Management Plan</li> <li>3. Waste/recycling: Review costs, needed improvements and options for providing service</li> </ol> </li> <li>C. Mobility: Accessibility, Transit, Aviation, Transportation System               <ol style="list-style-type: none"> <li>1. Accessibility: Improve community accessibility and walkability</li> <li>2. Ensure effective communication channel between Infrastructure Advisory Board and Multimodal Advisory Board to ensure efficient &amp; effective use of resources</li> <li>3. Transit: Explore transit sustainability options with creative funding mechanisms and tie to housing &amp; business development</li> <li>4. Update City's ADA Transition Plan</li> </ol> </li> <li>D. Asset Management and Facility Needs</li> </ol>



## City of Durango Profile

The City of Durango, incorporated in 1881, is located in southwest Colorado in the area known as the Four Corners, where the states of Colorado, Arizona, Utah and New Mexico converge. As the county seat for La Plata County, Durango is a regional hub for commerce. It is also home to Fort Lewis College, a four-year state college with approximately 4,000 students. The City has a population of 18,985 residents and encompasses 17.01 square miles. Durango is surrounded by two million acres of the San Juan National Forest. Public lands occupy over 41% of La Plata County's total acreage.

The City is a home rule city, organized under provisions of the Colorado Constitution. The City Charter, first adopted in 1912, provides for the council-manager form of local government. Policymaking and legislative authority is vested in a governing council consisting of five members elected at large on a non-partisan basis to staggered four-year terms. The City Council is responsible, among other things, for passing ordinances, adopting the budget, appointing advisory and commission members, and hiring the city manager, city attorney, and municipal judge. The city manager is responsible for carrying out the policies and ordinances of the City Council, for overseeing the day-to-day operations of the City, and for appointing the department directors and other staff members.

The City provides a full range of services to its residents, including general government, public safety, streets and highways, culture and recreation, transportation, sustainability, community development, transportation, public works, and public utilities.

The City's recreation programs and facilities are utilized heavily by residents of La Plata County and we continue to be the largest provider of these services within the county.

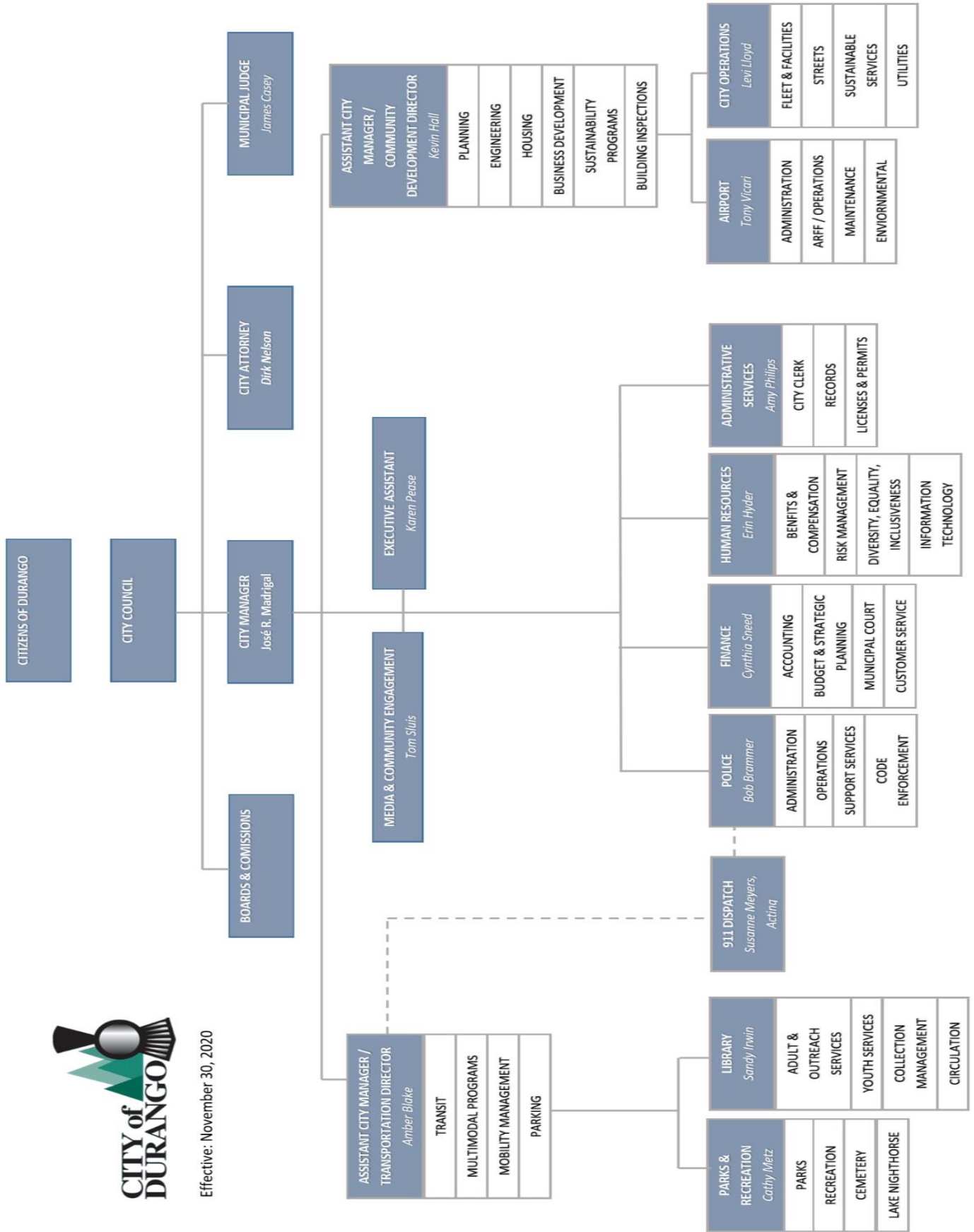
The City's utilities include water treatment, wastewater treatment, solid waste disposal, and recycling.

The City also operates a transportation services enterprise, including metered spaces and several parking lots, and provides public transportation within the city limits.





Effective: November 30, 2020



## Demographics

### Land Area

Durango – 2019.....17.01 sq. miles  
La Plata County – 2019.....1, 700 sq. miles

### Population

Durango – 2018 (est.).....  
19,059  
La Plata County – 2018 (est.).....  
56,402

### Age

Under 5 years.....6.6%  
5 to 14.....13.5%  
15 to 19.....6.7%  
20 to 24.....7.0%  
25 to 34.....14.6%  
35 to 44.....13.8%  
45 to 54.....14.3%  
55 to 64.....12.1%  
65 to 74.....6.6%  
75 + years.....4.8%

### Sex

Male.....48%  
Female.....52%

### Race

White.....79.6%  
American Indian.....5.4%  
Hispanic or Latino.....11.5%  
Other.....3.5%

### Climate

Avg. Summer Temp.....87  
Avg. Winter Temp.....15-45  
Avg. Annual Snowfall.....71 inches  
Elevation.....6,512 feet

## Economics

### Unemployment Rate July 2019

Durango.....2.2%  
La Plata County.....2.2%  
Colorado.....2.9%

### Sales Tax

Durango.....3.5%  
La Plata County.....2%  
Colorado.....2.9%  
Total.....8.4%

## Major Employers

Mercy Medical Center .....1,321  
Durango School District 9R .....1,011  
Southern Ute Tribe .....980  
Fort Lewis College.....611  
City of Durango .....595  
Crossfire .....474  
La Plata County.....458  
Southern Ute Lodge & Casino.....400  
Vantiv .....360  
Wal-Mart .....322

## Service Statistics

### Airport

Airlines.....2  
Total Passengers.....378,876

### Public Safety

Total Number of Police Incidents.....37,106  
Number of 911 Calls Received.....93,472

### Parks & Recreation

Recreation Center Annual Passes.....7,800  
Program Participants.....390,000  
Parkland and Open Space Acres Maintained.....5,219

### Public Works

Street Miles Swept.....13,000  
Potholes Patched.....2,100  
Signs Installed/Replaced .....1,750  
Snow Hauled in Cubic Yards.....27,161  
Street Sweeper Cubic Yards  
Debris Removed.....4,000

### Utilities

Number of Utility Customers.....6,700  
Gallons of Water Treated in Millions.....1,195  
Gallons of Waste Water Treated in Millions.....725

### Solid Waste

Cubic Yards Refuse Hauled.....26,000  
Electronics Waste in lbs.....184,900  
Bales of Recycling Processed.....4,560

### Public Transit

Total Annual Passengers.....348,000

### Library

Total Annual Circulation.....410,000  
Library Card Holders.....27,000

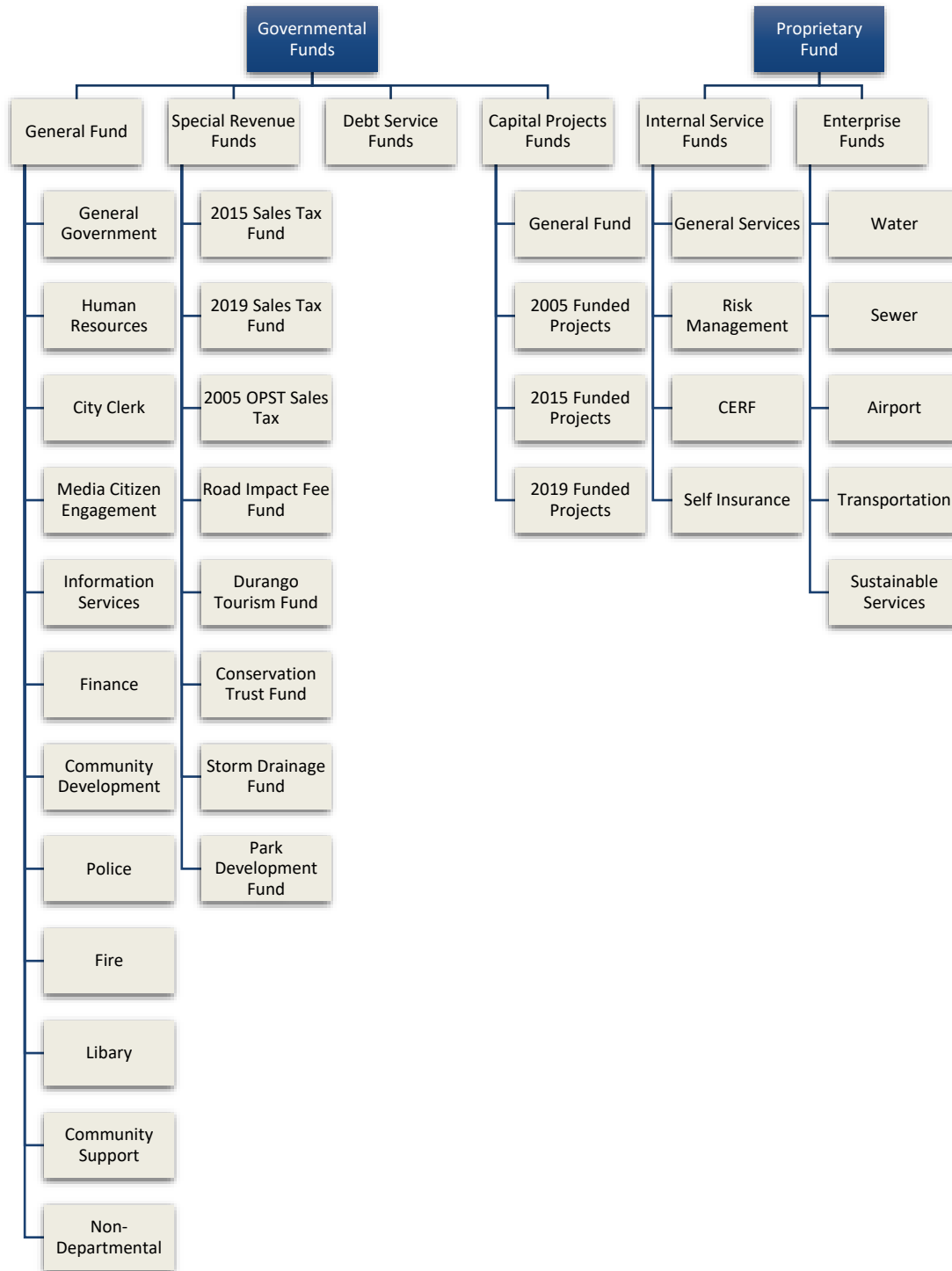
## Budget Overview:

An overview of the Annual Budget presented in a series of tables, charts and graphs designed to give the reader an overall general understanding of the budget.

- Fund Structure
- Chart of Accounts
- Combined Budget Summary
- Fund Summaries
- Property Tax Valuation and Tax Rates
- Major Revenues

# FUND STRUCTURE

Accounts are organized on the basis of funds and each fund is considered to be a separate accounting entity. All funds, both governmental and proprietary, are subject to appropriation. See the Appendix section for more detail.





## FUNCTIONAL UNITS- CHART OF ACCOUNTS

General Fund-11	Division	Enterprise Funds	Division
City Council	4101	Water Fund-93,43	
City Manager's Office	4103	Water Administration	8110
City Attorney's Office	4104	Water Source of Supply	8111
Human Resources	4111	Water Pumping	8112
City Clerk	4112	Water Transmission/Distribution	8113
Public Information Office	4105	Water Treatment	8114
Municipal Court	4113-14	Water Meter Reading/Repair	8115
Accounting/ Budget Strategic Planning	4121	Water Miscellaneous	8199
Information Services	4122	Sewer Fund 93, 44	
Customer Service	4124	Sewer Administration	8310
Planning & Building	4131	Sewer Collections	8313
Arts & Culture Program	4132	Sewer Treatment	8314
Code Enforcement	4150	Sewer Miscellaneous	8399
Engineering	4311	Airport Fund 95,45	
Urban Renewal Authority	4136	Airport Administration	8611
Police Department	4210	Utilities/Environmental	8614
911 Communications	4212	Maintenance	8615
Fire - Administration	4220	Fire Rescue/Operations	8616
Street Maintenance	4312	Airport Miscellaneous	8699
Snow & Ice	4313	Sustainable Services Fund 96, 45	
Street Cleaning	4314	Solid Waste	8411
Parks & Recreation Administration	4410	Recycle Collections	8412
Parks Maintenance	4411	Recycling Center	8413
Cemetery	4412	Sustainability Programs	8414
Community Special Events	4414	Sustainability Miscellaneous	8499
Lake Nighthorse	4415	Transportation Services Fund- 97,46	
Recreation Administration	4510	Parking Operations	8211
Gametime Program	4523	Transit Administration	8510
Gymnastics Program	4532	Transit Operations	8511
Adult Programs	4560-66	Multimodal	8516
Youth Programs	4511-31	Mobility Management	8519
Chapman Hill Rink	4551	Capital Grants	8518
Chapman Hill Ski Area	4552	Transportation Services Misc.	8299
Recreation Center Operations	4557	<b>Internal Service Fund</b>	<b>Division</b>
Library Main Branch	4711	General Services Fund 81, 11	
Community Support Services	4811-14	General Services Administration-81	7110
City Operations - Buildings & Plant	4911	General Services Buildings & Plant-11	4911
Durango Welcome Center	4108	Equipment Replacement & Maintenance	
Non-Departmental Miscellaneous	4999	Fund-82	7220
		Replacement/Maintenance	7320
		Risk Manager Fund-84	
		Risk Management - Safety Officer	7520
		Self Insurance Fund-83	7320

## Combined Summary Budget By Fund

By Fund	2021 Revenues	2021 Operating Expenditures	2021 Capital Expenditures	2021 Total Expenditures	2021 Fund Balances
General Fund	43,477,028	42,865,877		42,865,877	12,280,894
<u>Special Revenue Funds</u>				-	
2015 Sales Tax Fund	6,136,211	506,601	7,630,900	8,137,501	527,998
2019 Sales Tax Fund	4,124,233	1,703,154	2,300,000	4,003,154	1,305,501
Road Impact Fee Fund	350,250		324,149	324,149	118,042
Durango Tourism Fund	805,000	974,607		974,607	544
Conservation Trust Fund	195,000			-	608,936
Park Development Fund	10,500			-	104,521
Storm Drainage Fund	200			-	8,694
<u>Internal Service Funds</u>				-	
General Services	58,500	226,037		226,037	5,112
Equipment Replacement & Maintenance	3,484,163	4,239,195		4,239,195	4,664,465
Risk Manager Fund	1,349,078	1,431,380	-	1,431,380	271,177
Self Insurance Fund	7,218,415	6,599,660		6,599,660	1,178,355
<u>Enterprise Funds</u>				-	
Water Fund	8,091,187	4,197,285	6,595,630	10,792,914	14,021,650
Sewer Fund	8,512,000	7,484,632	4,366,624	11,851,256	3,051,481
Airport Fund	5,296,160	3,549,105	1,318,027	4,867,132	13,763,935
Sustainable Services Fund	3,041,000	3,015,446	-	3,015,446	1,711,488
Transportation Services Fund	3,962,337	4,162,787	-	4,162,787	2,926,560
<u>CAPITAL PROJECTS FUNDS</u>				-	
Capital Project Fund- General Fund	417,500		1,663,960	1,663,960	-
2005 Open Space, Parks, & Trails Fund	2,122,318	453,557	2,522,898	2,976,455	602,749
2005 Capital Improvement Fund	2,433,467		2,433,467	2,433,467	5,219
<b>Total All Funds</b>	<b>101,084,547</b>	<b>81,409,322</b>	<b>29,155,654</b>	<b>110,564,977</b>	<b>57,157,320</b>

## Fund Balance Projections

### All Funds

Fund	Fund Balance	Estimated Revenue	Estimated Expenditures	Projected Fund Balance	Revenues	Expenditures	Fund Balance	Fund Balance
	12/31/2019	2020	2020	12/31/2020	2021	2021	2021	%
General Fund	10,137,062	41,099,485	39,566,804	11,669,743	43,477,028	42,865,877	12,280,894	29%
<b>SPECIAL REVENUE FUNDS</b>								
2015 Sales Tax Fund	5,978,599	5,754,705	9,204,016	2,529,288	6,136,211	8,137,501	527,998	9%
Road Impact Fee Fund	67,840	350,250	324,149	91,941	350,250	324,149	118,042	36%
Durango Tourism Fund	119,758	805,000	754,607	170,151	805,000	974,607	544	0%
2019 Sales Tax Fund	2,314,779	4,122,733	5,253,091	1,184,422	4,124,233	4,003,154	1,305,501	33%
Conservation Trust Fund	218,936	195,000	-	413,936	195,000	-	608,936	100%
Park Development Fund	83,521	-	-	94,021	10,500	-	104,521	100%
Storm Drainage Fund	8,094	200	-	8,494	200	-	8,694	100%
<b>INTERNAL SERVICE FUNDS</b>								
General Services Fund	308,923	83,500	219,775	172,648	58,500	226,037	5,112	2%
CERF Fund	4,520,198	3,484,163	2,442,157	5,419,497	3,484,163	4,239,195	4,664,465	110%
Risk Manager Fund	382,403	1,195,537	1,318,972	353,480	1,349,078	1,431,380	271,177	19%
Self Insurance Fund	296,292	6,536,888	6,273,580	559,600	7,218,415	6,599,660	1,178,355	18%
<b>ENTERPRISE FUNDS</b>								
Water Fund	17,643,554	7,832,500	8,752,677	16,723,377	8,091,187	10,792,914	14,021,650	130%
Sewer Fund	9,482,185	8,191,150	11,282,598	6,390,737	8,512,000	11,851,256	3,051,481	26%
Airport Fund	9,361,403	11,670,129	7,696,626	13,334,907	5,296,160	4,867,132	13,763,935	283%
Sustainability Services Fund	1,403,986	2,908,892	2,626,945	1,685,934	3,041,000	3,015,446	1,711,488	57%
Transportation Services Fund	3,127,010	3,388,839	3,814,454	2,701,395	3,962,337	4,162,787	2,926,560	70%
<b>CAPITAL PROJECTS FUNDS</b>								
Capital Project Fund- General Fund	1,068,332	493,346	315,218	-	417,500	1,663,960	-	0%
2005 Open Space, Parks, & Trails Fund	2,433,240	2,122,318	3,098,671	1,456,886	2,122,318	2,976,455	602,749	20%
2005 Capital Improvement Fund	5,219	2,433,466	2,433,466	5,219	2,433,467	2,433,467	5,219	0.21%
<b>Total City of Durango</b>	<b>68,961,334</b>	<b>102,668,102</b>	<b>105,377,807</b>	<b>64,965,674</b>	<b>101,084,547</b>	<b>110,564,977</b>	<b>57,157,320</b>	<b>51.7%</b>

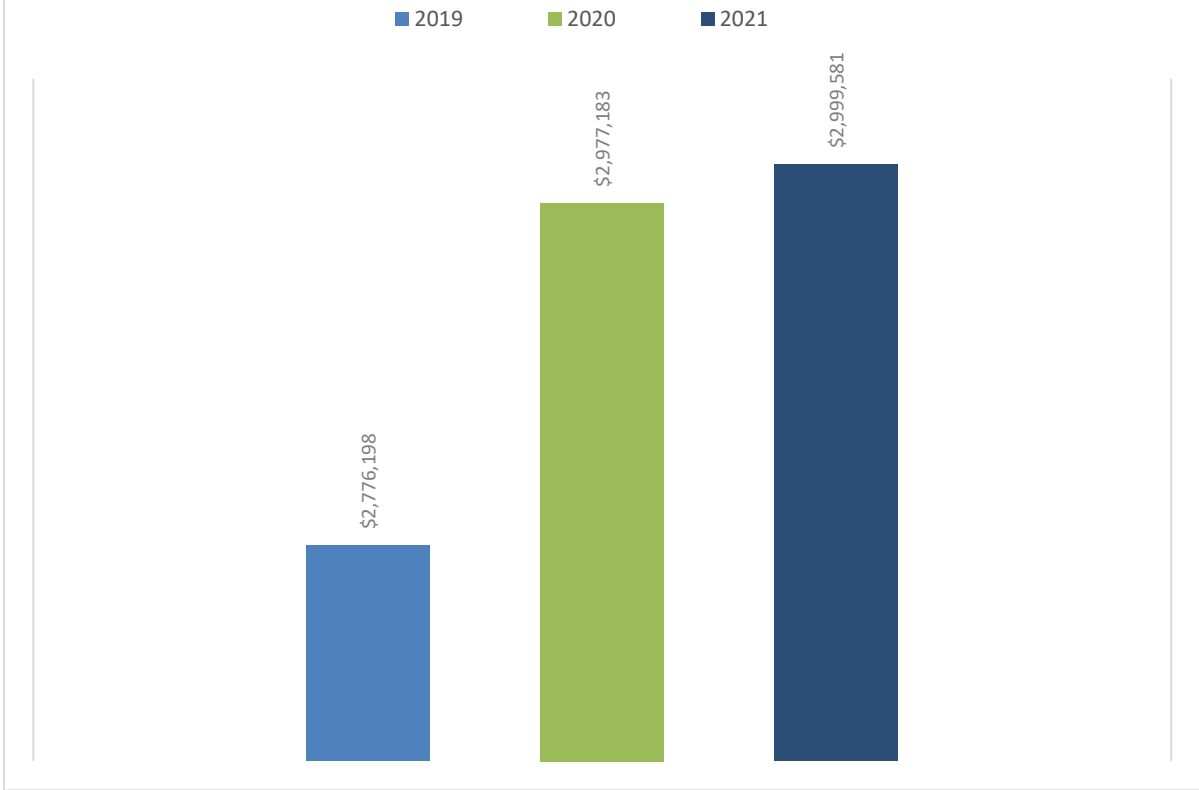
12/31/2019 Fund Balances are subject to change slightly after Audited Financial Statements are available.

## Summary of Comparative Staffing Levels

The following table details the City's regular positions. Temporary, seasonal workers, and provisional employees are employed as needed and are not reflected below.

	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>Variance</u>
City Manager's Office	3.75	4.00	4.00	2.80	(1.20)
City Attorney	2.00	2.00	2.00	2.00	-
Human Resources	4.00	4.00	4.00	4.00	-
City Clerk	5.00	5.00	5.00	5.00	-
Media Communications	2.75	2.75	3.75	3.75	-
Municipal Court	3.00	3.00	3.00	2.50	(0.50)
Accounting/Budget Strategic Planning	6.50	7.00	7.00	10.50	3.50
Information Systems	11.00	12.00	12.00	13.00	1.00
Grants/Contracts	2.70	3.00	3.00	-	(3.00)
Customer Service	1.50	7.00	7.00	6.00	(1.00)
Planning & Community Development	13.00	13.00	13.00	13.60	0.60
Engineering	9.10	9.10	9.10	10.00	0.90
Code Enforcement	2.00	2.00	2.00	2.00	-
Police	66.00	68.00	69.00	69.00	-
911 Emergency Communications	20.00	20.00	20.00	20.00	-
Streets	15.00	15.00	15.00	15.00	-
Parks and Recreation	38.00	38.00	39.00	39.00	-
Library	20.00	21.00	22.00	21.00	(1.00)
Buildings and Plant	4.65	5.00	5.00	5.00	-
<b>General Fund</b>	<b>229.95</b>	<b>240.85</b>	<b>244.85</b>	<b>244.15</b>	(0.70)
General Services	1.20	2.00	2.00	2.00	-
Capital Equipment and Maintenance	9.50	9.00	9.00	9.00	-
Risk Manager Fund	1.00	1.00	1.00	1.00	-
<b>Internal Service Funds</b>	<b>11.70</b>	<b>12.00</b>	<b>12.00</b>	<b>12.00</b>	-
Water	20.25	18.00	18.00	18.00	-
Sewer	23.45	21.90	21.90	21.00	(0.90)
Airport	23.00	23.00	23.00	21.50	(1.50)
Sustainable Services	13.15	12.00	12.00	13.00	1.00
Transportation Services Fund	32.25	26.00	26.00	26.60	0.60
<b>Enterprise Funds</b>	<b>112.10</b>	<b>100.90</b>	<b>100.90</b>	<b>100.10</b>	(0.80)
<b>Total</b>	<b>353.75</b>	<b>353.75</b>	<b>357.75</b>	<b>356.25</b>	(1.50)

## GENERAL PROPERTY TAX REVENUES



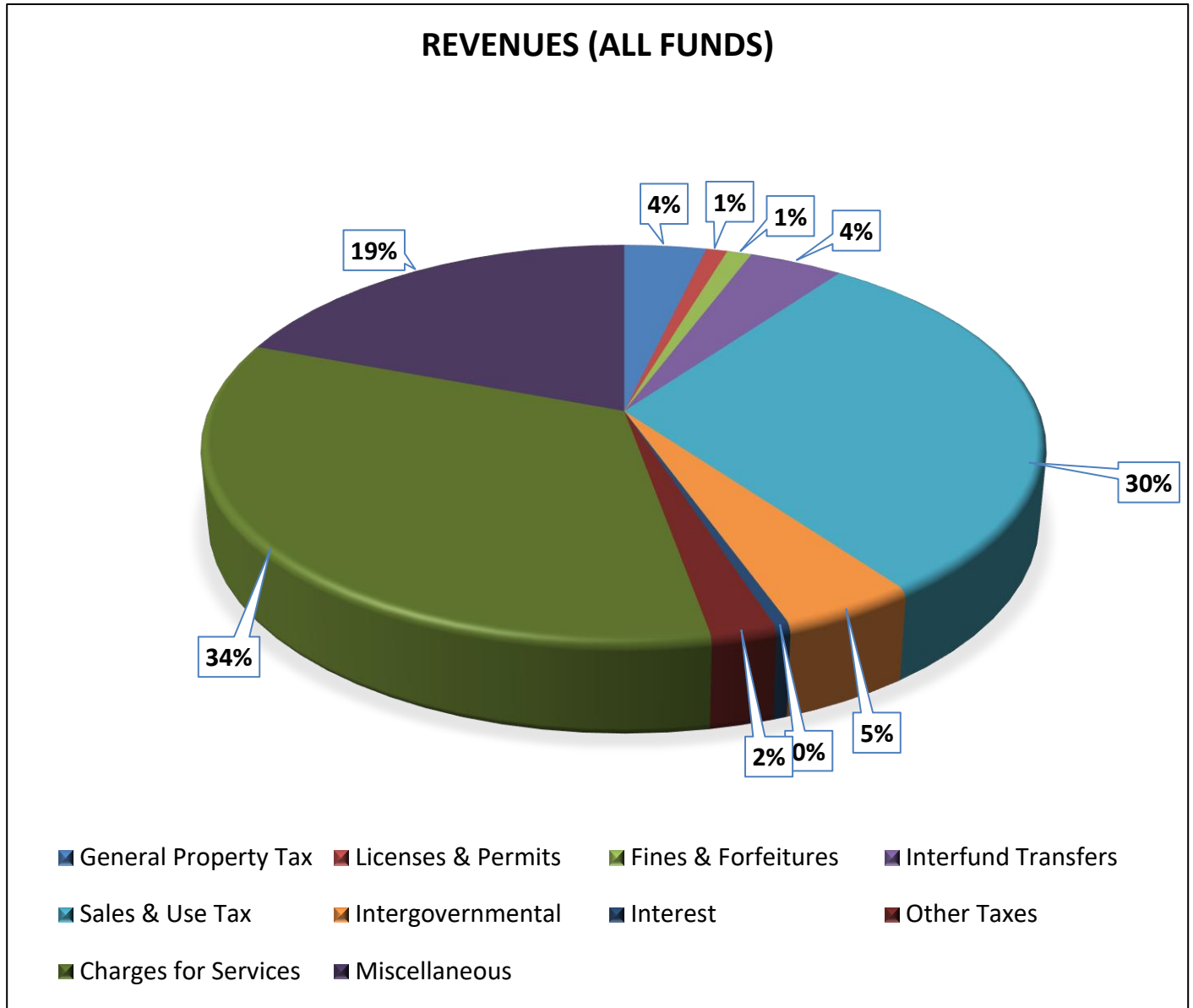
### Property Tax Levy for the General Fund

	2019	2020	2021
Population	18,465	18,985	18,985
Valuation	\$554,463,420	\$594,604,160	\$599,077,520
Mill Levy	5.007	5.007	5.007
<b>General Property Tax</b>	<b>\$2,776,198</b>	<b>\$2,977,183</b>	<b>\$2,999,581</b>

# City of Durango Revenue Overview

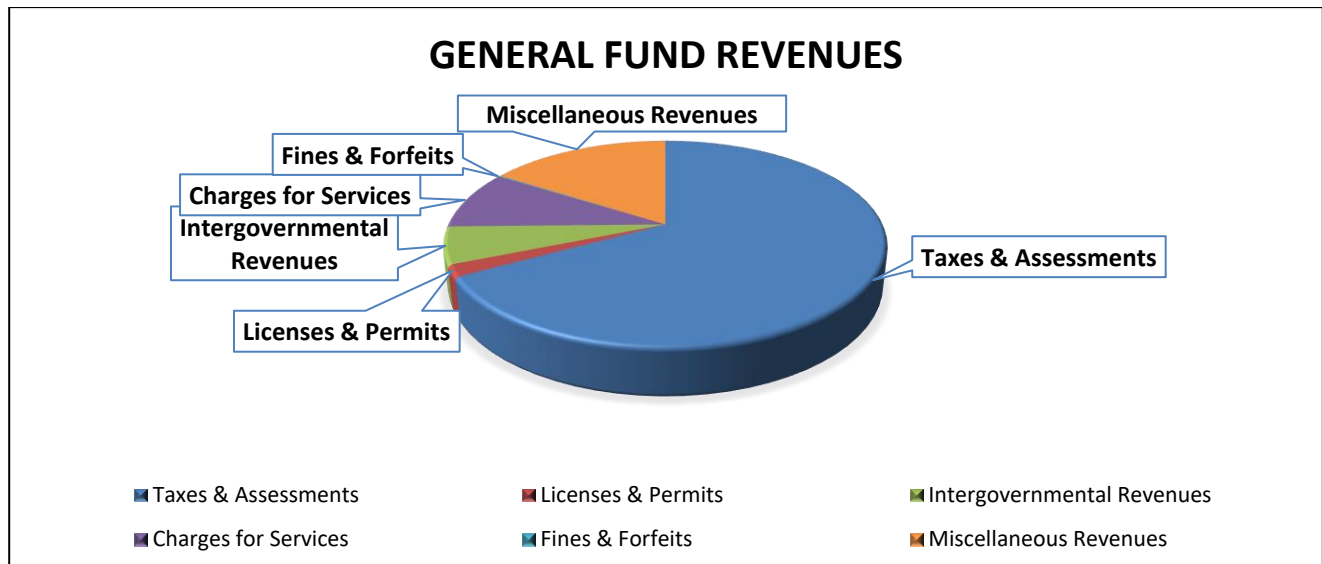
This section of the budget provides information on the City's major revenues received from outside sources. Major revenues are greater than \$500,000 received annually.

Below is a graph depicting all revenue sources for the 2021 budget year. The largest piece of the pie for all funds is the Sales and Use Tax category.



## General Fund Major Revenues

This section discusses the General Fund Revenues. Cumulatively, the 2020 projections for the major revenues identified in this section account for 86.7% of the total General Fund Revenues anticipated to be received by the City.



The following table outlines the major revenue sources for the General Fund.

	2018	2019	2020	2021
Property Tax	\$ 2,692,041	\$ 2,789,748	\$2,977,183	\$2,999,581
Sales Tax	15,873,878	16,377,720	16,787,163	15,360,254
Use Tax	1,074,400	1,275,000	1,300,000	1,230,000
La Plata County Sales Tax	4,045,539	4,301,000	4,377,500	4,380,500
Joint Sales Tax	2,097,138	2,071,354	2,160,050	2,188,710
Electric Franchise Fee	880,593	900,000	900,000	900,000
Highway User Tax	659,294	527,141	526,559	472,296
Police Dispatch	997,275	1,038,085	1,063,000	1,121,666
Recreation Center	2,303,655	2,420,000	2,650,868	2,315,032
Youth Programs	530,296	590,000	687,922	226,796
Administration Fee	1,182,966	2,522,847	2,522,847	2,522,847
Interfund Transfer	742,974	840,000	2,728,341	2,546,578

**Property Tax:** The City of Durango has a 5.007 mill levy on property owners within the City of Durango. The collection process begins with the La Plata County Assessor's Office. Two types of property are valued by the Assessor's Office: "real property" (land & buildings) and "personal property" (business machines & equipment). Once market values are established, the Assessor's Office computes the assessed valuation of property based on the State legislated assessment percentages. Property is assessed at the end of one year, for collection the following year. In 2018 there was an increase of 2.5 mills on property tax that is restricted for use for the Durango Fire Protection District (DFPD) contract.

**Sales Tax:** The City of Durango General Fund sales tax rate for City operations is 2%. Sales tax is charged on all retail purchases including food. As a home rule city, Durango collects and administers its own sales and use tax. Businesses remit tax to Durango on a monthly, quarterly, or annual basis. Taxes collected are due to the City by the 20th of the month following collections. The City of Durango joined Colorado State Sales and Use Tax System (SUTS) which allows remote remitters to file in one location.

The City utilizes several enforcement procedures to collect from delinquent accounts including taxpayer education, delinquency notices, personal phone contact and visits, audits, administrative hearings with the City Manager and seizures. Sales tax projections are based on trend analysis. As concerns about the speed and extent of an economic recovery persist, sales tax revenues are projected to increase slowly and gradually. Due to COVID-19 the City forecasts an overall reduction of 8.5% over 2020 budget.

**Use Tax:** The City of Durango General Fund use tax rate is 2%. Use tax is collected on the purchase of items which are used in Durango but a 2% local sales tax was not paid to another jurisdiction. La Plata County collects automobile use tax and remits monthly to the City of Durango. Building use tax is assessed at 2% of 50% of the estimated value of the construction project. Construction labor is typically not subject to use tax, and the City of Durango estimates that 50% of the building permit value is related to taxable materials, equipment, appliances, etc. Building use tax is estimated and collected by the Building Department at the time a building permit is obtained. Use tax projections are based on trend analysis. Changes and adjustments in the local economy due to the pandemic played a role in the trend analysis and forecasting of use tax revenues. Use tax has fluctuated based on business investment, build out and new commercial development. Forecast anticipates a slight decrease in the budget for 2021. Building and motor vehicle sales also are trend lower continuing into 2021 due to the pandemic.

**La Plata County Joint Sales Tax:** In December 1975, La Plata County voters approved a county wide 1% sales tax to be distributed to local governments as follows 36% to the City of Durango, 4% to the Town of Bayfield, 4% to the Town of Ignacio, 56% to La Plata County. In May of 1982, La Plata County voters again approved a county wide 1% sales tax to be distributed as follows: 22% to the Joint Sales Tax Fund to be used for La Plata County and City of Durango joint projects, 3.1% to the Town of Ignacio, 4% to the Town of Bayfield, 70.9% to La Plata County.

**Electric Franchise Fee Revenue:** La Plata Electric is to remit to the City 4.67% of all energy charge revenue received from the sale of electricity to customers within the city limits. Revenues fluctuate based on the combination of the number of customers, consumption, and utility rates. Consumption varies primarily with the severity of temperatures in the summer and winter months. Under the auspices of the franchise agreement with La Plata Electric, they are to remit to the City monthly payments no later than 20 days following the close of the month. The Electric Franchise Fee expired in April 2012. The fee was voted on in April 2012 and it failed to pass resulting in the loss of revenue for the remainder of 2012. The fee was voted on again in November 2012 and it passed. The fee began again in January 2013. The forecasted revenue for 2020 remains flat. These fees fluctuate depending on electric use. With continued building and growth activity, this revenue is expected to continue to remain flat.

**Dispatch Fee:** The Durango-La Plata Emergency Communication Center is operated and managed by the City of Durango. There are 7 user agencies that fund the center: City of Durango, La Plata County, Durango Fire Protection District, Bayfield Marshall, Fort Lewis College



Security, Fort Lewis Mesa Fire and Upper Pine Fire. The entire Communication Center budget is in the General Fund of the City of Durango. The user agencies pay a fee for their portion of calls that are taken at the Communication Center on a yearly basis. Forecasts for 2020 are based on the trend of calls per agencies and the overall budget of the Center.

**Recreation Center Revenues:** The Recreation Center users can pay either a daily admission fee, purchase a punch pass or purchase a monthly, quarterly or annual membership. For a fee, the Recreation Center also offers a vast array of programs for all age groups. Recreation Center revenues fell in 2008, 2009, 2010 and 2011 due to the economy but slowly started to increase again in 2012. These changes are the result of increased participation, new programs and fee increases. Recreation Center revenue are down due to the pandemic.

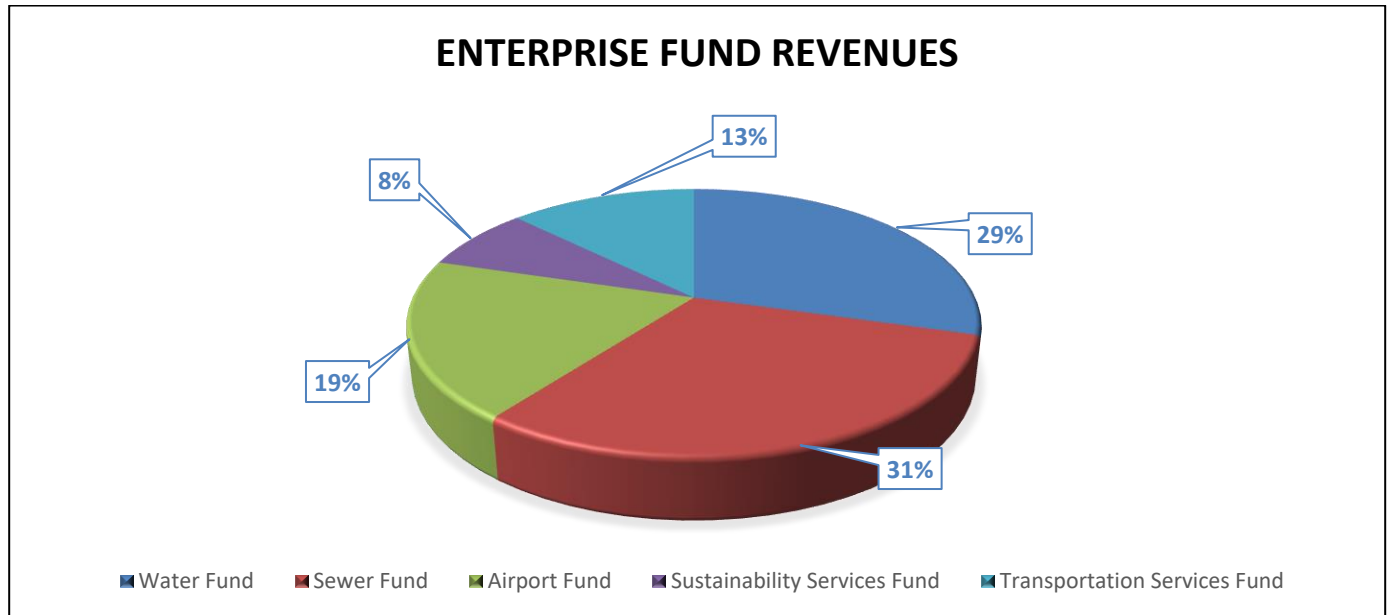
**Youth Program Revenues:** Youth Recreation users pay to participate in youth activities at time of registration. These fees are collected from citizens participating in youth programs. The forecast anticipates an decrease in 2021 resulting from decreased program attendance due to COVID-19.

**Administration fee:** The administration fee is intended as a reimbursement for services which the General Fund provides to the enterprise operations including utility billing, payroll processing, accounting, policy making, human resources, general legal support, management and additional administrative duties. Adjustments to the service fees are the result of increases in salary and benefit costs and additions to staff. Adjustments are made in an effort to more accurately reflect administrative services provided. In 2017 a cost allocation plan was completed to determine the appropriate level of fees for the enterprise funds. A new cost allocation plan study is under way for 2021.

**Interfund Transfer:** Interfund transfers are intended to fund specific projects or portions of the budget. The 2015 Sales Tax funds the Recreation Center subsidy and the 2005 Sales Tax funds a portion of parks maintenance and operations for those parks added to the system with 2005 monies. A transfer from the 2015 Sales Tax Fund to subsidize Lake Nighthorse Operations is also included in this transfer. In 2020, a transfer from the 2019 Sales Tax Fund has begun to cover a portion of Street Operations associated with maintenance. These taxes are collected by the City of Durango month and distributed to the divisions accordingly. Adjustments to the interfund transfers are the result of actual costs budgeted for the Recreation Center, Lake Nighthorse and those park maintenance costs associated with 2005 monies.

## Enterprise Fund Major Revenues

This section discusses the Enterprise Fund Revenues. Cumulatively, the 2020 projections for the major revenues identified in this section account for 85.5% of the total Enterprise Fund Revenues anticipated to be received by the City.



The following table outlines the major revenue sources for the Enterprise Funds.

	2018	2019	2020	2021
Water Sales	\$ 6,842,852	\$ 6,952,500	\$7,137,308	\$7,137,308
Water Plant Investment Fees	710,391	650,000	588,979	588,979
Sewer Treatment Charges	7,821,913	8,215,435	8,230,000	8,230,000
Airport Parking Fees	1,431,274	1,375,100	1,492,558	776,452
Concession Fee Rental Cars	777,401	740,000	812,753	484,252
Refuse & Recycling Collections	2,634,353	2,614,750	2,804,000	2,481,000
Parking Meters	979,659	1,000,000	1,000,000	1,000,000
Parking Fines	626,435	650,000	541,500	541,500
FTA Grant Revenue	925,113	929,250	903,379	1,134,181

**Water Sales Revenues:** The City water customers are divided among two segments, commercial and residential. The City’s water meters are read by the Finance Department each month. Monthly billings are issued by the Finance Department. Rates were adjusted substantially in 2015 as a result of the Wildan rate study increasing water revenue by 55% in that year. Rate increases

continued with a 15% increase in 2016, 10% increase in 2017, no increase in 2018 and a 3.0% increase in 2019. 2021 estimates include the implementation of a portion of the Raftelis rate study completed in 2019 for the years 2021 through 2025, adjusting base rates for extraterritorial users but otherwise no other rate amendments were included. The forecast anticipates relatively stable consumption as a result of population growth accompanied by conservation efforts.

**Water Plant Investment Fees Revenue:** Plant investment fees are development fees that are paid for new building or residential units connecting into the City's water system. These are collected on building permits. The total dollar value of Plant Investment Fees collected annually is directly related to the number and type of building permits issued as well as the fee rate charged in that year. A single large development, such as the 194 unit Rocket Pointe Apartments permitted in 2017, can have a significant impact on the annual collections.

The forecast anticipates relatively flat to slightly declining Plant Investment Fee collections going into 2021. This is due to a projection of only a moderate increase in development activity in 2021 coupled with a moderate decrease in the Fee rate to be charged in 2021.

**Sewer Treatment Revenue:** Wastewater charges are placed on the same invoice as the water charges. The rate is based on the quantity of water used by a residential customer during January, February and March. Commercial customers' wastewater charges are based on their consumption of water on a monthly basis. Monthly invoices are issued by the Finance Department. Sewer revenues have increased annually since 2009 as residential and commercial customers were added to the system. In 2015 as a result of need identified within the Wildan rate study accompanied by the effort to design and prepare for the construction of the new Treatment plant, rates were steadily increased to fund deferred system maintenance and the capital construction. The revenue target for increases equaled 60% in 2015, 25% in 2016, 10% in 2017, and 3% in 2018 and 2019. The Raftelis rate study was conducted in 2019 for demands from 2020 through 2025 and in accordance with those results a 3% increase in sewer revenue fees is programmed in 2020.

**Airport Parking Fee Revenue:** The Airport receives revenue from both long term and short-term parking at the airport. Parking Revenues have increased due to an increase in activity at the airport. These are collected daily at the airport and processed through the Finance Department. Forecasts for this revenue are based on the continued use and expected growth of passenger traffic at the airport. Enplanements on the existing airlines continue to increase. At the end of 2014, the Airport invested in new automated parking equipment and began self-collecting parking revenue instead of contracting parking management to a third party. With this change, the Airport experienced a large increase in the revenue as there are no fees going to the third party. Airport parking continues to increase moderately with the growth of enplanements.

**Airport Rental Car Concession Fees:** The Airport receives revenue from concession agreements at the airport for rental car agencies. These are collected monthly by the Finance Department. Forecasts for this revenue are based on demand trends and the continued growth of passenger traffic at the airport. A new concession agreement was negotiated and implemented in November of 2019, resulting in an increase of these revenues. This agreement will remain in place for a 5-year term.

**Refuse & Recycling Collections Revenue:** Refuse and recycling collection charges are placed on the same invoice as the water, sewer, and sustainability charges. By ordinance, residents within the Durango city limits are required to pay for trash and recycling service provided by the

City of Durango. Refuse collection for businesses within the city can contract with the City or a private hauler. Monthly invoices are issued by the Finance Department. In 2009, the City of Durango increased its marketing effort to potential commercial clients. These efforts resulted in additional customers and increased revenues. A \$3 single stream recycling fee was instituted in 2013.

**Parking Meter Revenue:** The City collects parking revenue from just under 1,000 parking meters located throughout the Central Business District. The fee per hour at a parking meter is based on the demand for that area and ranges from \$.50-1.00 per hour. Parking meter revenue fluctuates based on tourist use. The Parking staff collects the coins from the meters weekly and delivers them to the City's bank of record. Credit card payments are transferred from the merchant account on a daily basis. Revenue for parking meters fluctuates with tourist activity and the local economy. Increasing hourly rates to accommodate the charges for credit cards has increased the gross revenue over the last few years.

**Parking Fines Revenues:** The City collects parking fines within the City limits, based on parking violations of the Municipal Code, such as expired meters or improper use of a handicapped space. The Parking Division has the primary responsibility to enforce the Parking Code. Citation fees vary based on the severity of a violation. Fines are collected at City cashier locations, the City website, and at various drop box locations throughout the City. Parking fines were increased in 2017 based on a survey like communities. The change resulted in increased meter compliance and decreased violations.

**FTA Grant Revenues:** The Federal Transit Administration awards operating and capital grants. The City of Durango has been awarded these grants for the last 10 years. Expanded transit operations are ongoing because of the level of support from the FTA. The forecast for this revenue is based solely on grant applications and awards. This includes additional monies for CARES act funding.

## GENERAL FUND

### Summary of Revenues and Expenditures

	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<b>Revenues</b>							
Taxes and Assessments	28,820,945	29,893,396	29,893,396	28,266,274	28,275,545	28,275,545	(1,617,851)
Licenses & Permits	729,707	772,500	772,500	772,500	772,500	772,500	-
Intergovernmental Revenues	3,158,015	2,654,834	3,272,475	2,838,575	3,199,401	3,199,401	(73,074)
Charges and Services	3,893,188	4,662,850	4,662,850	2,349,938	4,184,988	4,184,988	(477,862)
Fines & Forfeits	138,545	196,000	196,000	57,633	66,000	66,000	(130,000)
Miscellaneous	5,649,035	6,698,666	6,698,666	6,814,565	6,978,594	6,978,594	279,928
<b>Total Revenues</b>	<b>42,389,436</b>	<b>44,878,246</b>	<b>45,495,887</b>	<b>41,099,485</b>	<b>43,477,028</b>	<b>43,477,028</b>	<b>(2,018,858)</b>
<b>Expenditures</b>							
General Government	1,411,836	1,459,944	1,474,944	1,235,386	1,255,120	1,255,120	(219,824)
Human Resources	479,089	526,658	526,658	483,154	637,905	637,905	111,246
City Clerk	607,498	620,559	620,559	560,878	642,809	642,809	22,250
Media and Citizen Engagement	269,618	395,083	395,083	277,869	398,780	398,780	3,697
Information Services	2,109,142	2,310,518	2,310,518	2,064,369	2,300,931	2,300,931	(9,588)
Finance Services	1,900,343	2,166,827	2,361,782	2,062,167	2,168,251	2,168,251	(193,531)
Community Development	2,493,004	2,693,166	2,693,166	2,460,026	3,003,642	3,003,642	310,476
Police	8,437,736	8,417,770	8,531,411	8,395,281	7,913,915	7,913,915	(617,496)
911 Communications	1,634,471	1,765,335	1,765,335	1,682,363	1,736,714	1,736,714	(28,621)
Fire Services	5,440,303	5,746,144	5,746,144	5,746,144	5,791,383	5,791,383	45,239
Streets	2,571,870	2,934,341	2,934,341	2,525,021	2,713,405	2,713,405	(220,935)
Parks & Recreation	7,343,796	8,578,294	8,578,294	6,224,493	7,906,304	7,906,304	(671,990)
Library	2,374,060	2,796,504	2,796,504	2,402,725	2,525,518	2,525,518	(270,986)
Buildings	931,552	1,004,763	1,004,763	833,834	954,014	954,014	(50,749)
Community Support	1,303,410	941,842	1,428,842	940,052	1,964,796	1,964,796	535,954
Durango Welcome Center	99,691	96,894	96,894	92,794	96,594	96,594	(300)
Non-departmental Misc.	993,003	2,221,505	2,211,005	1,580,249	855,797	855,797	(1,355,208)
<b>Total Expenditures</b>	<b>40,400,423</b>	<b>44,676,147</b>	<b>45,476,243</b>	<b>39,566,804</b>	<b>42,865,877</b>	<b>42,865,877</b>	<b>(2,610,366)</b>
Change in Fund Balance	1,989,013	202,099	19,643	1,532,681	611,151	611,151	
Beginning Fund Balance	-	10,137,062	10,137,062	10,137,062	11,669,743	11,669,743	
Ending Fund Balance	10,137,062	10,339,161	10,156,706	11,669,743	12,280,894	12,280,894	
Fund Balance Designations	Amount	% of Fund Balance					
Assigned Fund Balance	680,557	2%					
Restricted not including TABOR	184,800	0.4%					
TABOR reserve	1,285,976	3%					
Operating Reserve	8,930,377	21%					
Opportunity reserve	1,199,184	3%					
<b>Total Fund Balance</b>	<b>12,280,894</b>	<b>29%</b>					

**GENERAL FUND**

**Summary of Revenues**

Revenue Source	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<b>Taxes and Assessments</b>							
61119-Property Tax	2,712,128	2,977,183	2,977,183	2,977,183	2,999,581	2,999,581	22,398
61219-Specific Ownership Tax	299,727	315,000	315,000	292,000	300,000	300,000	(15,000)
61319-Sales Tax	16,381,884	16,787,163	16,787,163	15,360,254	15,360,254	15,360,254	(1,426,909)
61329-Use Tax>Returns	188,193	300,000	300,000	275,000	275,000	275,000	(25,000)
61330-Use Tax-Building Permits	415,456	575,000	575,000	550,000	550,000	550,000	(25,000)
61331-Use Tax-Motor Vehicles	405,563	425,000	425,000	425,000	405,000	405,000	(20,000)
61339-County Sales Tax	4,383,168	4,377,500	4,377,500	4,377,500	4,380,500	4,380,500	3,000
61349-Joint Sales Tax	2,232,115	2,160,050	2,160,050	2,137,837	2,188,710	2,188,710	28,660
61359-Audit Revenue	32,610	150,000	150,000	100,000	100,000	100,000	(50,000)
61419-Tobacco Tax	77,682	85,000	85,000	85,000	85,000	85,000	-
61519-Electric Franchise Fee	888,052	900,000	900,000	900,000	900,000	900,000	-
61529-Gas Occupational Tax	114,000	114,000	114,000	114,000	114,000	114,000	-
61539-Telephone Occupational Tax	9,808	12,500	12,500	12,500	12,500	12,500	-
61549-Cable TV Franchise Fee	162,303	150,000	150,000	150,000	100,000	100,000	(50,000)
61559-Liquor Occupational Tax	54,500	55,000	55,000	55,000	55,000	55,000	-
61569-PEG Fees	14,998	20,000	20,000	15,000	15,000	15,000	(5,000)
61579-Medicinal Marijuana Operational Fee	15,000	10,000	10,000	10,000	10,000	10,000	-
61580-Recreational Marijuana Operational Fee	60,000	65,000	65,000	60,000	60,000	60,000	(5,000)
61581-State Marijuana Sales Tax	373,758	400,000	400,000	355,000	350,000	350,000	(50,000)
61840-50/50 Sidewalk Assesment	-	15,000	15,000	15,000	15,000	15,000	-
<b>Total Taxes and Assessments</b>	<b>28,820,945</b>	<b>29,893,396</b>	<b>29,893,396</b>	<b>28,266,274</b>	<b>28,275,545</b>	<b>28,275,545</b>	<b>(1,617,851)</b>
<b>Licenses &amp; Permits</b>							
62119-Liquor License Local	24,672	20,000	20,000	20,000	20,000	20,000	-
62125-Renewal Fee Liquor License	11,600	15,000	15,000	15,000	15,000	15,000	-
62129-Business Licenses	304,405	275,000	275,000	275,000	275,000	275,000	-
62149-Special Licenses	13,900	12,000	12,000	12,000	12,000	12,000	-
62159-Special Permits	1,660	2,500	2,500	2,500	2,500	2,500	-
62169-Medicinal Marijuana Licenses	10,000	6,000	6,000	6,000	6,000	6,000	-
62170-Recreational Marijuana License	45,000	41,000	41,000	41,000	41,000	41,000	-
62219-Building Permits	317,871	400,000	400,000	400,000	400,000	400,000	-
62229-Storm Water Quality Permit	600	1,000	1,000	1,000	1,000	1,000	-
<b>Total Licenses and Permits</b>	<b>729,707</b>	<b>772,500</b>	<b>772,500</b>	<b>772,500</b>	<b>772,500</b>	<b>772,500</b>	
<b>Intergovernmental Revenues</b>							
63149-CDBG Grant	572,800	-	487,000	-	611,000	611,000	124,000
63189-Federal Grants	40,011	90,046	90,046	90,046	90,046	90,046	-
63189-Federal Grants	-	103,000	103,000	103,000	26,531	26,531	(76,469)
63219-Mineral Lease	76,898	76,900	76,900	76,900	76,900	76,900	-
63349-State Grants	284,263	202,128	202,128	202,128	120,761	120,761	(81,367)
63349-State Grants	-	-	130,641	130,641	-	-	(130,641)
63419-Motor Vehicle Registration \$1.50	66,590	27,000	27,000	30,000	27,000	27,000	-
63429-Motor Vehicle Registration \$2.50	-	40,000	40,000	40,000	40,000	40,000	-
63439-Highway User Tax Distribution	668,725	526,559	526,559	526,559	472,296	472,296	(54,263)
63459-Severance Tax	220,927	220,927	220,927	220,927	220,927	220,927	-
63519-Road and Bridge Distribution	196,449	200,000	200,000	197,000	197,000	197,000	(3,000)
63549-Police Dispatch Fees	1,031,351	1,063,000	1,063,000	1,063,000	1,121,666	1,121,666	58,666
63550-Durango 9R School Resource Officer	-	105,274	105,274	105,274	105,274	105,274	0
63580-DFPD System Analyst	-	-	-	53,100	90,000	90,000	90,000
<b>Total Intergovernmental Revenues</b>	<b>3,158,015</b>	<b>2,654,834</b>	<b>3,272,475</b>	<b>2,838,575</b>	<b>3,199,401</b>	<b>3,199,401</b>	<b>(73,074)</b>

**GENERAL FUND**

**Summary of Revenues (continued)**

Revenue Source	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<b>Charges and Services</b>							
64109-Warrant Process Fee	2,450	3,500	3,500	3,200	3,200	3,200	(300)
64129-Court Costs	20,413	35,000	35,000	15,000	25,000	25,000	(10,000)
64139-Defensive Driving Fee	1,770	2,500	2,500	600	2,000	2,000	(500)
64149-Zoning and Subdivision Fees	70,803	95,000	95,000	70,000	70,000	70,000	(25,000)
64169-Sales of Maps and Publications	32	500	500	500	500	500	-
64189-Court Processing Fee	503	1,000	1,000	600	600	600	(400)
64199-Historic Preservation Project Fee	-	500	500	500	500	500	-
64209-Miscellaneous Court Fees	24,475	35,000	35,000	12,000	15,000	15,000	(20,000)
64219-Police Service Charges	35,428	40,000	40,000	30,000	30,000	30,000	(10,000)
64249-Police Sales	468	7,000	7,000	5,550	5,500	5,500	(1,500)
64259-Court Surcharge Fee	14,421	16,500	16,500	9,000	9,000	9,000	(7,500)
64519-Grave Openings	49,700	45,000	45,000	40,000	40,000	40,000	(5,000)
64529-Sale of Cemetery Lots	47,850	50,000	50,000	45,000	45,000	45,000	(5,000)
64539-Perpetual Care Fee	500	500	500	500	500	500	-
64615-Lake Nighthorse Operations	255,359	336,975	336,975	355,136	456,250	456,250	119,275
64618-Recreation Center	2,298,564	2,650,868	2,650,868	1,168,000	2,315,032	2,315,032	(335,836)
64618-Recreation Center- Gametime	-	-	-	-	291,390	291,390	291,390
64619-Chapman Hill Revenues	409,992	466,675	466,675	368,000	460,590	460,590	(6,085)
64620-Recreation Cash Over/Short	(116)	100	100	100	100	100	-
64640-Recreation Youth Programs	524,039	687,922	687,922	134,265	226,796	226,796	(461,126)
64659-Recreation Adult Programs	73,896	119,310	119,310	30,987	90,780	90,780	(28,530)
64696-Special Event Fees-Parks and Recreation	20,039	23,000	23,000	15,000	23,000	23,000	-
64699-Special Event Fees	42,602	46,000	46,000	46,000	74,250	74,250	28,250
<b>Total Charges and Services</b>	<b>3,893,188</b>	<b>4,662,850</b>	<b>4,662,850</b>	<b>2,349,938</b>	<b>4,184,988</b>	<b>4,184,988</b>	<b>(477,862)</b>
<b>Fines &amp; Forfeits</b>							
65119-Traffic Fines	102,406	150,000	150,000	44,900	50,000	50,000	(100,000)
65129-Non-Traffic Fines	12,789	20,000	20,000	10,000	12,000	12,000	(8,000)
65219-Library Fines	23,349	26,000	26,000	2,733	4,000	4,000	(22,000)
<b>Total Fines &amp; Forfeits</b>	<b>138,545</b>	<b>196,000</b>	<b>196,000</b>	<b>57,633</b>	<b>66,000</b>	<b>66,000</b>	<b>(130,000)</b>
<b>Miscellaneous</b>							
66119-Interest Earned	118,758	125,000	125,000	100,000	100,000	100,000	(25,000)
66139-Fair Value Adj On Investments	220,329	-	-	150,000	150,000	150,000	150,000
66219-Rental On Land	236,927	275,000	275,000	275,000	275,000	275,000	-
66229-Rental On Buildings	113,942	100,000	100,000	101,620	100,000	100,000	-
66239-Rental On Equipment	6,402	8,000	8,000	8,000	8,000	8,000	-
66429-Other Contributions	224,325	65,000	65,000	76,474	65,000	65,000	-
66436-Durango Welcome Center Advertising	-	24,000	24,000	24,000	24,000	24,000	-
66459-Recreation Donations	234	300	300	300	300	300	-
66462-K9 Donations	745	1,000	1,000	-	-	-	(1,000)
66509-Fall/Spring Cleanup Fee	177,725	190,000	190,000	187,200	187,000	187,000	(3,000)
66530-Affordable Housing Fee	193,767	-	-	205,000	200,000	200,000	200,000
66531-Twin Buttes 1% Transfer Fee	53,160	30,000	30,000	50,000	50,000	50,000	20,000
66532-Three Springs Transfer Fee	192,801	150,000	150,000	150,000	150,000	150,000	-
66539-Restitution	54,272	50,000	50,000	45,424	45,000	45,000	(5,000)
66549-Cash Over Short	8	250	250	100	250	250	-
66559-Other Revenue	199,885	185,000	185,000	120,000	185,000	185,000	-
66560-CORA Requests	3,082	1,500	1,500	2,450	1,500	1,500	-
66599-Library Other Revenues	66,441	107,428	107,428	71,232	22,385	22,385	(85,043)
66609-Library Facility Rentals	34,675	45,000	45,000	6,577	14,000	14,000	(31,000)
66619-Administration Fee	2,644,534	2,522,847	2,522,847	2,522,847	2,522,847	2,522,847	-
66629-Interfund Transfer- Lodgers Tax	25,000	25,000	25,000	25,000	25,000	25,000	-

**GENERAL FUND**

**Summary of Revenues (continued)**

Revenue Source	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
66629-Interfund Transfer 2019 Sales Tax	-	1,703,154	1,703,154	1,703,154	1,703,154	1,703,154	-
66629-Interfund Transfer 2005 POST Transfer	406,740	408,341	408,341	408,341	453,557	453,557	45,216
66629-Interfund Transfer- Lodgers Tax	100,000	100,000	100,000	-	100,000	100,000	-
66629-Interfund Transfer- Lake Nighthorse	100,000	103,000	103,000	103,000	106,090	106,090	3,090
66629-Interfund Transfer- Rec Center Subsidy	284,109	388,846	388,846	388,846	400,511	400,511	11,665
66689-Pension Forfeiture/Interest	189,997	85,000	85,000	85,000	85,000	85,000	-
66719-Sale of Fixed Assets	1,176	5,000	5,000	5,000	5,000	5,000	-
<b>Total Miscellaneous</b>	<b>5,649,035</b>	<b>6,698,666</b>	<b>6,698,666</b>	<b>6,814,565</b>	<b>6,978,594</b>	<b>6,978,594</b>	279,928
<b>Total Revenues</b>	<b>42,389,436</b>	<b>44,878,246</b>	<b>45,495,887</b>	<b>41,099,485</b>	<b>43,477,028</b>	<b>43,477,028</b>	(2,018,858)

Library other revenues state grants	14,385
Police department State grants (106,083 POST, 14,043 HVE)	120,761
CDBG Homes Fund Federal Grants pass through	611,000
2015 sales tax Recreation Subsidy	162,176
2015 sales tax Lake Nighthorse Subsidy	79,558
Game Time Revenues	291,390



**GENERAL FUND**

**Summary of Expenditures by Division**

Department's Operating	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
City Council	275,144	330,959	330,959	313,067	358,111	358,111	27,152
City Manager	777,567	741,377	756,377	606,419	528,815	528,815	(227,562)
City Attorney	359,126	387,608	387,608	315,900	368,194	368,194	(19,414)
Human Resources	479,089	526,658	526,658	483,154	637,905	637,905	111,246
City Clerk	607,498	620,559	620,559	560,878	642,809	642,809	12,250
Media and Citizen Engagement	269,618	395,083	395,083	277,869	398,780	398,780	3,697
Municipal Court	284,857	321,885	321,585	288,951	293,386	293,386	(28,200)
Accounting/ Budget	1,071,970	1,258,158	1,453,413	1,217,480	1,347,547	1,347,547	(105,867)
Information Services	2,109,142	2,310,518	2,310,518	2,064,369	2,300,931	2,300,931	(9,588)
Customer Service	543,516	586,783	586,783	555,736	527,319	527,319	(59,465)
Planning and Building	1,400,466	1,523,973	1,523,973	1,380,117	1,588,198	1,588,198	64,225
Arts & Culture Program	13,201	24,135	24,135	3,000	75,510	75,510	51,375
Code Enforcement	207,100	212,657	212,657	194,690	212,419	212,419	(237)
Urban Renewal Authority	-	-	-	-	90,000	90,000	90,000
Engineering	872,237	932,401	932,401	882,219	1,037,514	1,037,514	105,113
Police	8,437,736	8,417,770	8,531,411	8,395,281	7,913,915	7,913,915	(617,496)
Fire	5,440,303	5,746,144	5,746,144	5,746,144	5,791,383	5,791,383	45,239
911 Communications	1,634,471	1,765,335	1,765,335	1,682,363	1,736,714	1,736,714	(28,621)
Streets Maintenance	1,505,286	1,719,067	1,719,067	1,483,192	1,584,297	1,584,297	(134,770)
Snow & Ice	707,264	841,836	841,836	686,498	751,366	751,366	(90,470)
Street Cleaning	359,320	373,438	373,438	355,331	377,743	377,743	4,305
Parks Administration	460,770	503,226	503,226	439,442	488,263	488,263	(14,963)
Parks Development & Maintenance	2,299,792	2,538,547	2,538,547	2,118,182	2,352,921	2,352,921	(185,626)
Cemetery	312,156	434,479	434,479	342,604	402,234	402,234	(32,245)
Community Special Events	145,837	201,823	201,823	121,360	172,593	172,593	(29,230)
Lake Nighthorse	362,740	473,240	473,240	390,648	489,698	489,698	16,458
Recreation Administration	197,947	220,110	220,110	166,043	200,841	200,841	(19,269)
Gametime	214,158	296,216	296,216	123,521	291,188	291,188	(5,028)
Gymnastics	352,097	433,082	433,082	293,621	374,318	374,318	
Adult Programs	52,308	76,683	76,683	23,576	55,895	55,895	(8,275)
Youth Programs	115,159	147,948	147,948	109,475	142,056	142,056	(531)
Chapman hill Ice Rink	362,813	431,140	431,140	364,384	377,536	377,536	(53,604)
Chapman hill Ski Area	69,444	82,483	82,483	73,140	77,673	77,673	(4,810)
Recreation Center Operations	2,398,574	2,739,317	2,739,317	1,658,497	2,481,086	2,481,086	(192,545)
Library	2,374,060	2,796,504	2,796,504	2,402,725	2,525,518	2,525,518	(270,986)
Community Support	1,303,410	941,842	1,428,842	940,052	1,964,796	1,964,796	528,954
Building and Plant	931,552	1,004,763	1,004,763	833,834	954,014	954,014	(4,443)
Durango Welcome Center	99,691	96,894	96,894	92,794	96,594	96,594	(300)
Non-departmental	993,003	2,221,505	2,211,005	1,580,249	855,797	855,797	(1,355,208)
<b>Total General Fund Expenditures</b>	<b>40,400,423</b>	<b>44,676,147</b>	<b>45,476,243</b>	<b>39,566,804</b>	<b>42,865,877</b>	<b>42,865,877</b>	<b>(2,438,736)</b>

# General Government

## Divisions

City Council  
 City Manager's Office  
 City Attorney

## 2021 Summary of Changes

Assistant City Managers broken out to Community Development and Transportation

Increase in salaries due to 27th pay period

Increase to dues and memberships with SWCOG and La Plata Economic Development

Authorized Personnel	FY20 FTE	2020 Current	2021		2021 Adopted
			FY21 FTE	Proposed	
Mayor	1	13,404	1	13,920	13,920
Mayor Pro Tem	1	10,404	1	10,804	10,804
City Councilor	1	10,404	1	10,804	10,804
City Councilor	1	10,404	1	10,804	10,804
City Councilor	1	10,404	1	10,804	10,804
<b>City Council Total</b>	<b>5</b>	<b>55,020</b>	<b>5</b>	<b>57,136</b>	<b>57,136</b>
City Manager	1	201,449	1	218,077	218,077
Assistant City Manager/ Community Development	1	59,002	0.4	61,271	61,271
Executive Assistant	1	55,277	1	57,403	57,403
Assistant City Manager/ Transportation Director	1	57,200	0.4	59,400	59,400
<b>City Managers Office Total</b>	<b>4</b>	<b>372,928</b>	<b>2.8</b>	<b>396,151</b>	<b>396,151</b>
City Attorney	1	165,499	1	176,967	176,967
Legal Coordinator	1	60,762	1	63,099	63,099
<b>City Attorney Total</b>	<b>2</b>	<b>226,261</b>	<b>2</b>	<b>240,067</b>	<b>240,067</b>
<b>General Government total</b>	<b>11.0</b>	<b>654,209</b>	<b>9.8</b>	<b>693,354</b>	<b>693,354</b>

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	-	-	-	-	-	-	-
Personnel Services	1,174,933	1,139,318	1,139,318	1,011,607	967,585	967,585	(171,733)
Materials and Supplies	3,006	17,575	17,575	10,150	17,575	17,575	-
Charges and Services	221,076	303,051	318,051	213,629	269,960	269,960	(48,091)
Operating Capital	-	-	-	-	-	-	-
<b>Total</b>	<b>1,399,015</b>	<b>1,459,944</b>	<b>1,474,944</b>	<b>1,235,386</b>	<b>1,255,120</b>	<b>1,255,120</b>	<b>(219,824)</b>
<b>Change over 2020 Revised Budget</b>							<b>(219,824)</b>
<b>% change over 2020 Revised Budget</b>							<b>-15%</b>

# City Council

## Mission

The City Council acts as the governing body and legislative branch of Durango's city government and develops public policy consistent with the needs of the community translating policy by way of enactment of ordinances, formal motions and resolutions which provide direction to the City Manager. City Council oversees three appointees: City Manager, City Attorney and Municipal Judge. The Youth Engagement Program was consolidated into City Council and includes both a nine-member Mayor's Youth Advisory Commission and Youth Liaisons who serve on the City's various Boards and Commissions.

## FY 2021 Goals and Objectives

Goal A: Advance initiatives to institute diversity, equity and inclusion within the City

Goal B: Improve social, environmental, and fiscal sustainability and resiliency and encourage responsible stewardship of resources

Goal C: Expand Durango's unique identity as a driver of enhanced quality of life and sense of place

Goal D: Continue to address Durango's affordable/attainable housing, including options for homeless population

Goal E: Require & support effective utilization of resources

## FY 2020 Key Results

Hired permanent City Manager

Established Urban Renewal Authority

Adopted Fire Impact Fees

Funded Creative District

Adopted Updated Airport Master Plan

Established Infrastructure Advisory Board

Established Strategy and Long Term Finance Committee

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	-	-	-	-	-	-	-
Personnel Services	147,063	157,563	157,563	157,563	171,214	171,214	13,651
Materials and Supplies	-	12,425	12,425	5,100	12,425	12,425	-
Charges and Services	115,260	160,971	160,971	150,404	174,472	174,472	13,501
Operating Capital	-	-	-	-	-	-	-
<b>Total</b>	<b>262,323</b>	<b>330,959</b>	<b>330,959</b>	<b>313,067</b>	<b>358,111</b>	<b>358,111</b>	<b>27,152</b>
<b>Change over 2020 Revised Budget</b>							<b>27,152</b>
<b>% change over 2020 Revised Budget</b>							<b>8%</b>

## City Council Revenues and Expenditures

Fund:11 Division: 4101

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<b>Expenditures</b>							
11199-Salaries	53,071	55,020	55,020	55,020	57,137	57,137	2,117
14299-FICA	2,648	3,411	3,411	3,411	3,542	3,542	131
14399-Insurance	90,724	98,334	98,334	98,334	109,706	109,706	11,372
14799-Medicare	620	798	798	798	828	828	30
21199-Office Supplies	32	100	100	100	100	100	-
26999-Other Supplies	12,789	12,325	12,325	5,000	12,325	12,325	-
31299-Professional Services	23,023	14,450	14,450	34,000	15,450	15,450	1,000
32199-Printing	2,392	500	500	350	500	500	-
32299-Books, News & Periodicals	192	300	300	300	300	300	-
32399-Postage	97	75	75	150	75	75	-
33599-Dues And Memberships	70,881	73,359	73,359	73,124	135,860	135,860	62,501
33699-Recruitment	-	50,000	50,000	25,000	-	-	(50,000)
33899-Professional Development and Travel	16,235	19,887	19,887	15,000	19,887	19,887	-
34599-Utilities - Telephone	160	-	-	-	-	-	-
34699-Cell Phone Stipend	2,280	2,400	2,400	2,480	2,400	2,400	-
<b>Total Expenditures</b>	<b>275,144</b>	<b>330,959</b>	<b>330,959</b>	<b>313,067</b>	<b>358,111</b>	<b>358,111</b>	<b>27,152</b>

Increase in dues and memberships SWCOG LPC Economi      61,501

# City Manager's Office

## Mission

As the City's chief administrative officer, the City Manager is responsible to the City Council, including the mayor, for all affairs placed in the Manager's charge by the City Council, City Charter, and bylaws. As provided by Charter, the City Manager directs and supervises the departments, offices, and agencies of the city government. Overseeing that the goals and objectives of the City Council are accomplished and the policies and directives are carried out. The City Manager is also responsible for the development and recommendation of the City's annual budget and capital improvement program, and administers both following their adoption by the City Council.

## FY 2021 Goals and Objectives

Work with City Council to revisit and approve City's Mission, Vision, Values and Goals

Develop and adopt a Citywide Strategic Plan

Establish transparency platform through OpenGov

Improve communication and City brand

## FY 2020 Key Results

Updated Council Goals for 2021

Partnered with San Juan Basin Health and La Plata County to communicate and coordinate COVID-19 response to the Community

Lead Bump Out Program to enable downtown merchants to operate at a higher capacity during COVID-19

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	-	-	-	-	-	-	-
Personnel Services	741,726	693,397	693,397	561,744	487,827	487,827	(205,570)
Materials and Supplies	2,513	3,150	3,150	3,600	3,150	3,150	-
Charges and Services	33,328	44,830	59,830	41,075	37,838	37,838	(21,992)
Operating Capital	-	-	-	-	-	-	-
<b>Total</b>	<b>777,567</b>	<b>741,377</b>	<b>756,377</b>	<b>606,419</b>	<b>528,815</b>	<b>528,815</b>	<b>(227,562)</b>
<b>Change over 2020 Revised Budget</b>							<b>(227,562)</b>
<b>% change over 2020 Revised Budget</b>							<b>-30%</b>

## City Manager's Office Revenues and Expenditures

Fund: 11 Division: 4103

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Expenditures</u>							
11199-Salaries	593,651	546,272	546,272	425,000	396,151	396,151	(150,121)
12199-Overtime	160	-	-	75	-	-	-
14399-Insurance	72,642	77,860	77,860	73,979	50,722	50,722	(27,138)
14599-Retirement	66,859	61,344	61,344	55,000	36,260	36,260	(25,084)
14799-Medicare	8,414	7,921	7,921	7,690	4,694	4,694	(3,227)
21199-Office Supplies	806	1,000	1,000	500	1,000	1,000	-
23199-Fuel	826	650	650	600	650	650	-
26999-Other Supplies	881	1,500	1,500	2,500	1,500	1,500	-
31299-Professional Services	-	-	-	-	1,200	1,200	1,200
31499-Other Contracted Services	-	5,000	5,000	-	5,000	5,000	-
32199-Printing	1,806	700	700	100	700	700	-
32299-Books, News & Periodicals	670	350	350	100	350	350	-
32399-Postage	58	200	200	50	200	200	-
33499-Relocation Expenses	-	-	15,000	15,000	-	-	(15,000)
33599-Dues And Memberships	4,665	3,920	3,920	4,800	3,920	3,920	-
33799-Auto Allowance & Mileage	6,980	7,400	7,400	4,900	7,400	7,400	-
33899-Professional Development and Travel	9,342	16,180	16,180	5,000	10,000	10,000	(6,180)
34599-Utilities - Telephone	2,076	2,675	2,675	2,720	2,675	2,675	-
35699-Vehicle Rent and Maintenance	7,731	8,405	8,405	8,405	6,393	6,393	(2,012)
<b>Total Expenditures</b>	<b>777,567</b>	<b>741,377</b>	<b>756,377</b>	<b>606,419</b>	<b>528,815</b>	<b>528,815</b>	<b>(227,562)</b>

# City Attorney's Office

## Mission

The City Attorney serves as legal advisor to the City Council, City Manager, and the Management Staff. The office of the City Attorney also provides legal counsel to the Local Liquor Licensing Authority, the Durango Planning Commission, Board of Ethics and prepares all necessary ordinances, contracts, and agreements on behalf of the City of Durango. The City Attorney also supervises the City Legal Coordinator who assists with the Board of Ethics and is a staff liaison to the Community Relations Commission, the City Prosecutors and coordinates with other special counsel such as bond counsel, water rights counsel and insurance defense counsel.

## FY 2021 Goals and Objectives

Goals A through E: Continued monitoring of COVID-19 risks and respond with necessary Code amendments and policies

Goals A through E: Advance City Initiatives to institute DEI work within the City

Goals A through D: Assist with Urban Renewal Authority Implementation

Goal B: Continue to evaluate and implement the Energy Performance Contract, Assist Community Development with renewed downtown business activity, acquisitions and development of Durango Mountain Park, continue to evaluate municipal court prosecutors and continued monitoring of Marijuana regulations, social clubs and changes in the Marijuana industry.

Goal D: Affordable housing issues, including the review of the fair share ordinance, permanent supportive housing and camping for the unhoused

## FY 2020 Key Results

Address affordable attainable housing issues: Lease Agreements and Easements for Permanent Supportive Housing -Espero Apartments

Enhance and expand Durango's unique identity: Continued guidance with Urban Renewal Authority formation

Improve and encourage environmental resiliency: Assist Community Development and Sustainability Coordinator to carry out projects

Require & support effective utilization of resources:

Update CORA Policy

Continue water treatment and LAPLAWD negotiations

Assist with Airport expansion and operations

Advance fiscal sustainability:

Additional revisions to City Code to ensure efficient operations

Campaign Finance Reform

Adopted standardized sales tax definitions

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	-	-	-	-	-	-	-
Personnel Services	286,144	288,358	288,358	292,300	308,544	308,544	20,186
Materials and Supplies	493	2,000	2,000	1,450	2,000	2,000	-
Charges and Services	72,488	97,250	97,250	22,150	57,650	57,650	(39,600)
Operating Capital	-	-	-	-	-	-	-
<b>Total Budget</b>	<b>359,126</b>	<b>387,608</b>	<b>387,608</b>	<b>315,900</b>	<b>368,194</b>	<b>368,194</b>	<b>(19,414)</b>
<b>Change over 2020 Revised Budget</b>							<b>(19,414)</b>
<b>% change over 2020 Revised Budget</b>							<b>5%</b>

## City Attorney's Office Revenues and Expenditures

Fund: 11 Division: 4104

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Expenditures</u>							
11199-Salaries	225,170	226,208	226,208	231,174	240,067	240,067	13,859
14399-Insurance	32,765	32,876	32,876	32,876	39,203	39,203	6,327
14599-Retirement	25,012	25,994	25,994	25,012	25,994	25,994	-
14799-Medicare	3,198	3,280	3,280	3,238	3,280	3,280	-
21199-Office Supplies	493	1,000	1,000	700	1,000	1,000	-
26999-Other Supplies	-	1,000	1,000	750	1,000	1,000	-
31299-Professional Services	60,257	73,400	73,400	12,500	39,000	39,000	(34,400)
31499-Other Contracted Services	-	9,800	9,800	2,500	5,800	5,800	(4,000)
32299-Books, News & Periodicals	4,986	5,100	5,100	2,500	6,000	6,000	900
32399-Postage	-	200	200	150	200	200	-
33599-Dues And Memberships	890	1,000	1,000	900	1,000	1,000	-
33899-Professional Development and Travel	5,347	6,200	6,200	2,500	4,000	4,000	(2,200)
34599-Utilities - Telephone	1,008	1,550	1,550	1,100	1,650	1,650	100
<b>Total Expenditures</b>	<b>359,126</b>	<b>387,608</b>	<b>387,608</b>	<b>315,900</b>	<b>368,194</b>	<b>368,194</b>	<b>(19,414)</b>



# Human Resources

## Mission

Human Resources provides recruitment services, benefit services, training opportunities, classification and pay services; and promotes employee relations; administers compliance with laws and regulations as they affect the employer/employee relationship; provides a wide variety of employment-related reports and information to City administration, other departments, and other agencies; and offers supervision and overall guidance in a professional manner to department staff members regarding personnel-related areas.

## FY 2021 Goals and Objectives

In support of Council Goal B :

1. Implement a process to provide digital training.
2. Support the talent development of our employees through professional development, career development, and improved performance management by providing a minimum of 12 trainings.
3. Work with Core Team to review and revise the recruitment process to improve diversity, equity, and inclusion.
4. Implement a newsletter for City employees to increase communication.
5. Promote the achievement of work-life balance and wellness in our employee community by working with the EAC to administer a wellness program and promoting EAP services.
6. Conduct an employee engagement survey.
7. Implement a new or revised employee recognition program.
8. Provide retirement trainings from both ICMA-RC and Empower.
9. Provide a positive HR service experience for applicants, employees, and retirees and collaborate with departments to recruit, develop, support, and retain diverse and talented employees with continued improvements to the onboarding/offboarding process.
10. Deliver HR programs and services with such quality and expertise that all City departments gain a competitive advantage from our collaborative efforts to make the City of Durango a great place to work.

## FY 2020 Results

1. Worked with consultants to review and revise all full time job descriptions.
2. Worked with DFPD to complete an Intergovernmental Agreement to have the costs for a Systems Analyst I position reimbursed in exchange for providing Information Services to DFPD.
3. Engaged in Affirmative Action Plan process to identify key performance indicators in support of diversity, equity, and inclusion.
4. Created a telecommute policy to enable staff to continue working while meeting the requirements set forth in the Public Health Order.
5. Managed communication plan to notify employees of potential exposures according to the CDC, CDPHE, and SJBPH guidelines.
6. Worked with an internal communications team to provide FAQs throughout the COVID 19 pandemic.
7. Implemented Emergency Paid Sick Leave and Expanded Family and Medical Leave Act according to the requirements of the Families First Coronavirus Response Act.
8. Worked with Finance, Administrative Services, and FPPA to manage the Old Hire Police and Old Hire Fire Pension Plans.
9. The Employee Advisory Committee created a SharePoint page to provide information and resources for employees to use during the COVID 19 pandemic.
10. Conducted recruitment process for the selection of the Multi-Modal Administrator.

Authorized Personnel	2020		2021		2021
	FY20 FTE	Current	FY20 FTE	Proposed	Adopted
Human Resources Director	1	117,915	1	160,000	160,000
Human Resources Specialist	1	60,588	-	-	-
Human Resources Manager	-	-	1	66,647	66,647
Human Resources Technician	1	59,689	1	61,984	61,984
Human Resources Assistant	1	34,755	-	-	-
Human Resources Technician	-	-	1	50,073	50,073
<b>Total FTE</b>	<b>4</b>	<b>272,946</b>	<b>4</b>	<b>338,704</b>	<b>338,704</b>

Class	2019	2020	2020	2020 Est.	2021	2021	Budget
	Actual	Adopted	Revised	Actual	Proposed	Adopted	Variance
Program Revenue	-	-	-	-	-	-	-
Personnel Services	357,496	385,477	385,477	348,833	468,931	468,931	83,453
Materials and Supplies	11,237	16,032	16,032	15,000	16,032	16,032	-
Charges and Services	110,356	125,149	125,149	119,321	152,942	152,942	27,793
Operating Capital	-	-	-	-	-	-	-
<b>Total</b>	<b>479,089</b>	<b>526,658</b>	<b>526,658</b>	<b>483,154</b>	<b>637,905</b>	<b>637,905</b>	<b>111,246</b>
<b>Change over 2020 Revised Budget</b>							<b>111,246</b>
<b>% change over 2020 Revised Budget</b>							<b>21%</b>

### Human Resources Revenues and Expenditures

Fund: 11 Division: 4111

Object	2019	2020	2020	2020 Est.	2021	2021	Budget
	Actual	Adopted	Revised	Actual	Proposed	Adopted	Variance
<u>Expenditures</u>							
11199-Salaries	248,367	272,951	272,951	245,229	338,704	338,704	65,753
12199-Overtime	880	1,000	1,000	1,000	1,000	1,000	-
14399-Insurance	77,248	77,013	77,013	71,456	89,484	89,484	12,471
14599-Retirement	27,565	30,555	30,555	27,578	35,187	35,187	4,632
14799-Medicare	3,436	3,958	3,958	3,570	4,555	4,555	597
21199-Office Supplies	669	800	800	600	800	800	-
26999-Other Supplies	10,569	15,232	15,232	14,400	15,232	15,232	-
31299-Professional Services	26,844	22,475	22,475	21,000	30,475	30,475	8,000
31499-Other Contracted Services	50,733	40,185	40,185	65,000	34,800	34,800	(5,385)
31599-Software Maintenance	-	-	-	-	42,298	42,298	42,298
32199-Printing	45	80	80	80	80	80	-
32299-Books, News & Periodicals	-	500	500	300	500	500	-
32399-Postage	390	500	500	500	500	500	-
33599-Dues And Memberships	6,732	6,965	6,965	6,921	6,965	6,965	-
33699-Recruitment	5,465	11,000	11,000	5,500	5,500	5,500	(5,500)
33799-Auto Allowance & Mileage	2,580	4,120	4,120	2,520	3,900	3,900	(220)
33899-Professional Development and	3,855	7,400	7,400	6,000	6,000	6,000	(1,400)
33999-Training	12,201	30,000	30,000	10,000	20,000	20,000	(10,000)
34599-Utilities - Telephone	1,511	1,924	1,924	1,500	1,924	1,924	-
<b>Total</b>	<b>479,089</b>	<b>526,658</b>	<b>526,658</b>	<b>483,154</b>	<b>637,905</b>	<b>637,905</b>	<b>111,246</b>

# City Clerk

## Mission

The City Clerk's Office administers democratic processes such as elections, access to City records and all legislative actions ensuring transparency to the public. The Clerk's Office is also responsible for all City records including ordinances, minutes, resolutions, contracts, agreements, easements, titles, and deeds. The Clerk serves as secretary to all City Council, Strategy and Long Term Finance Advisory Board, and Durango Local Licensing Authority meetings, and is the Chairman of the Election Commission. The City Clerk's Office administers the City's licensing regulations and issues all City licenses and special events permits. The City Clerk's Office also prepares and publishes Council meeting agendas on a weekly basis.

## FY 2021 Goals and Objectives

1. Developed an Outdoor Liquor Service permit, allowing restaurants to expand liquor and food service outside during the pandemic to optimize commerce
2. In response to the pandemic, we implemented virtual meeting processes for hosting council and board meetings, utilizing staff resources from the whole Administrative Services Division
3. Produced training videos to increase the quality and efficiency of agenda management and council recordings
4. Processed approximately 130 open records requests; streamlined and cross trained staff on the records retrieval process and are currently conducting the public process for adoption of a revised City of Durango Open Records Request policy
5. Conducting the public process to amend, create and adopt procedures regarding complaints and other violations related to Municipal Campaign Finance matters
6. Produced and published five new documentary histories of various aspects of the City of Durango
7. Presented two national webinars for archival and records management organizations

## FY 2020 Results

1. Goals 4,5: Implement licensing software conversion to optimize application process and sales tax base. By effectively mapping out the licensing workflow multiple departments will be able to review and approve new businesses in town.
2. Goals 4,5: Coordinate special event liquor training resources for nonprofits to promote responsible liquor service at special events
3. Goals 2,3,4,5: Increase the public availability of documentary records of the City
4. Conduct a successful, expedient, and conflict free Municipal Election

Authorized Personnel	FY20 FTE	2020	FY20 FTE	2021	2021
		Current		Proposed	Adopted
Administrative Services Director/City Clerk	1	121,139	1	125,798	125,798
Deputy Clerk	1	56,767	1	58,950	58,950
Deputy Clerk	1	47,500	1	49,327	49,327
Records & Information Management Technician	1	43,137	1	44,796	44,796
Records Administrator	1	66,647	1	69,210	69,210
<b>City Clerk Total</b>	<b>5</b>	<b>335,189</b>	<b>5</b>	<b>348,081</b>	<b>348,081</b>

Class	2019	2020	2020 Revised	2020 Est.	2021	2021	Budget
	Actual	Adopted		Actual	Proposed	Adopted	Variance
Program Revenue	515,676	473,000	473,000	468,000	468,000	468,000	(5,000)
Personnel Services	481,429	484,446	484,446	454,208	487,280	487,280	2,834
Materials and Supplies	7,357	12,092	12,092	9,800	14,975	14,975	2,883
Charges and Services	118,712	124,021	124,021	96,870	140,554	140,554	16,533
Operating Capital	-	-	-	-	-	-	-
<b>Total</b>	<b>607,498</b>	<b>620,559</b>	<b>620,559</b>	<b>560,878</b>	<b>642,809</b>	<b>642,809</b>	<b>22,250</b>
<b>Change over 2020 Revised Budget</b>							<b>22,250</b>
<b>% change over 2020 Revised Budget</b>							<b>4%</b>

## City Clerk Revenues and Expenditures

Fund: 11 Division: 4112

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Revenues</u>							
61579-Medicinal Marijuana Operational Fee	15,000	10,000	10,000	10,000	10,000	10,000	-
61580-Recreational Marijuana Operational Fee	60,000	65,000	65,000	60,000	60,000	60,000	(5,000)
62119-Liquor License Local	24,672	20,000	20,000	20,000	20,000	20,000	-
62125-Renewal Fee Liquor License	11,600	15,000	15,000	15,000	15,000	15,000	-
62129-Business Licenses	304,405	275,000	275,000	275,000	275,000	275,000	-
62149-Special Licenses	45,000	41,000	41,000	41,000	41,000	41,000	-
62169-Medicinal Marijuana Licenses	10,000	6,000	6,000	6,000	6,000	6,000	-
62170-Recreational Marijuana License	45,000	41,000	41,000	41,000	41,000	41,000	-
<b>Total Revenues</b>	<b>515,676</b>	<b>473,000</b>	<b>473,000</b>	<b>468,000</b>	<b>468,000</b>	<b>468,000</b>	<b>(5,000)</b>
<u>Expenditures</u>							
11199-Salaries	341,378	346,491	346,491	325,410	348,081	348,081	1,590
11299-Part Time Salaries	29,327	25,750	25,750	12,000	16,200	16,200	(9,550)
12199-Overtime	39	200	200	100	200	200	-
14299-FICA	1,832	1,550	1,550	1,000	1,550	1,550	-
14399-Insurance	66,477	66,362	66,362	74,365	77,216	77,216	10,854
14599-Retirement	37,286	38,718	38,718	36,564	38,985	38,985	267
14799-Medicare	5,088	5,375	5,375	4,769	5,047	5,047	(328)
21199-Office Supplies	1,816	4,340	4,340	3,000	7,875	7,875	3,535
22299-Code Books	4,399	5,109	5,109	4,800	5,000	5,000	(109)
26999-Other Supplies	1,142	2,643	2,643	2,000	2,100	2,100	(543)
31499-Other Contracted Services	33,832	18,000	18,000	15,000	32,000	32,000	14,000
31599-Software Maintenance	39,023	46,737	46,737	46,000	49,000	49,000	2,263
32199-Printing	25	893	893	500	4,800	4,800	3,907
32399-Postage	9,929	6,709	6,709	3,000	7,500	7,500	791
32499-Publication & Legal Notices	24,458	35,000	35,000	25,000	35,000	35,000	-
33599-Dues And Memberships	345	873	873	1,200	1,430	1,430	557
33799-Auto Allowance & Mileage	2,400	2,208	2,208	2,400	2,400	2,400	192
33899-Professional Development and Travel	6,671	11,500	11,500	2,000	6,000	6,000	(5,500)
34599-Utilities - Telephone	2,029	1,924	1,924	1,770	1,924	1,924	-
35799-Rentals	-	177	177	-	500	500	323
<b>Total Expenditures</b>	<b>607,498</b>	<b>620,559</b>	<b>620,559</b>	<b>560,878</b>	<b>642,809</b>	<b>642,809</b>	<b>12,250</b>

# Media and Citizen Engagement

## Mission

This division includes operation of Durango Government Television, maintenance of the City website, public information and press releases, and social media. The Public Information Office has also been instrumental in hosting and moderating Zoom meetings during the COVID-19 pandemic. This office specializes in transparency and provides citizens with essential information on City services, programs, departments, activities, and topics of interest to the community.

## FY 2021 Goals and Objectives

Goal 5: Grow citizen engagement and education through dissemination of information and promotional materials highlighting city departments and events.

Goals 1,2,3,4,5: Produce relevant information through television, social media and other mediums, on City and community-wide events, City Council meetings, City policies and programs advancing Council goals.

Goal 5: After the reopening of the Durango Public Library, promote the Library's television services, as a possible revenue stream and/or public service to local organizations.

Goals 1,2,3,4,5: Continue to promote City services and events on social media, and strive for efficiency and consistency by implementing a social media management tool.

Goals 1,2,3,4,5: Implement internal electronic bulletin board information to city employees at major City facilities.

## FY 2020 Key Results

Successfully implemented a “work from home” strategy and helped schedule, moderate, and broadcast numerous virtual meetings. Ran extensive local COVID-19 information on DGOV, often updating bulletin board messaging several times a day.

Recorded “Community Update” with various stakeholders, the Interim City Manager, the Mayor and others, to share local COVID-19 information in a video format broadcast on DGOV, on-demand on YouTube, shared on social media and reshared by various community organizations for wide dissemination.

Coordinated with the Parks and Recreation department to capture the progress of the ART North trail extension and Oxbow Park improvements from land and the sky, via our drone.

Coordinated with the Parks and Recreation department and numerous stakeholders to install a 4K resolution live-cam at Lake Nighthorse, which can be viewed at [DurangoGov.org/Lake Nighthorse](http://DurangoGov.org/Lake Nighthorse).

Launched Instagram accounts for @CityofDurango and @DurangoPolice to broaden our social media engagement reach.

Assisted in development and implementation of internal and external surveys via Virtual City Hall, and relaunched the City's monthly newsletter, City Currents.

Authorized Personnel	2020		2021		2021
	FY20 FTE	Current	FY20 FTE	Proposed	Adopted
Communications Manager	1	66,647	1	69,210	69,210
Broadcast Specialist	0.75	43,840	0.75	45,526	45,526
Public Information Specialist	1	50,073	1	51,999	51,999
Public Information Specialist	1	54,907	1	57,019	57,019
<b>Total</b>	<b>3.75</b>	<b>215,467</b>	<b>3.75</b>	<b>223,754</b>	<b>223,754</b>

Class	2019	2020	2020	2020 Est.	2021	2021	Budget
	Actual	Adopted	Revised	Actual	Proposed	Adopted	Variance
Program Revenue	14,998	44,000	44,000	39,000	39,000	39,000	(5,000)
Personnel Services	189,836	322,521	322,521	224,666	329,247	329,247	6,726
Materials and Supplies	11,620	5,500	5,500	4,750	3,800	3,800	(1,700)
Charges and Services	28,861	32,062	32,062	22,453	50,733	50,733	18,671
Operating Capital	39,301	35,000	35,000	26,000	15,000	15,000	(20,000)
<b>Total</b>	<b>269,618</b>	<b>395,083</b>	<b>395,083</b>	<b>277,869</b>	<b>398,780</b>	<b>398,780</b>	<b>(1,303)</b>
<b>Change over 2020 Revised Budget</b>							<b>(1,303)</b>
<b>% change over 2020 Revised Budget</b>							<b>0%</b>

## Media and Citizen Engagement Revenues and Expenditures

Fund: 11 Division: 4105

Object	2019	2020	2020	2020 Est.	2021	2021	Budget
	Actual	Adopted	Revised	Actual	Proposed	Adopted	Variance
<u>Revenues</u>							
66436-Durango Welcome Center Advertising	-	24,000	24,000	24,000	24,000	24,000	-
61569-PEG Fees	14,998	20,000	20,000	15,000	15,000	15,000	(5,000)
<u>Expenditures</u>							
11199-Salaries	130,370	215,459	215,459	150,377	223,754	223,754	8,294
11299-Part Time Salaries	-	-	-	-	-	-	-
12199-Overtime	1,240	1,200	1,200	600	600	600	(600)
14299-FICA	-	-	-	-	-	-	-
14399-Insurance	41,798	76,835	76,835	54,620	76,590	76,590	(245)
14599-Retirement	14,611	25,903	25,903	16,999	25,060	25,060	(843)
14799-Medicare	1,816	3,124	3,124	2,070	3,244	3,244	120
21199-Office Supplies	5,624	1,500	1,500	3,000	1,500	1,500	-
23199-Fuel	235	500	500	250	300	300	(200)
26999-Other Supplies	5,762	3,500	3,500	1,500	2,000	2,000	(1,500)
31299-Professional Services	1,760	3,000	3,000	2,500	21,040	21,040	18,040
31499-Other Contracted Services	11,723	6,500	6,500	6,000	12,640	12,640	6,140
32199-Printing	564	106	106	100	100	100	(6)
32399-Postage	7	250	250	100	250	250	-
32599-Ad Placement	1,065	1,363	1,363	1,000	900	900	(463)
33599-Dues And Memberships	6,216	6,040	6,040	5,000	5,000	5,000	(1,040)
33899-Professional Development and Travel	4,958	11,000	11,000	4,000	7,000	7,000	(4,000)
34599-Utilities - Telephone	1,693	3,028	3,028	3,028	3,028	3,028	-
35699-Vehicle Rent and Maintenance	875	775	775	725	775	775	-
43199-PEG Capital	39,301	35,000	35,000	26,000	15,000	15,000	(20,000)
<b>Total Expenditures</b>	<b>269,618</b>	<b>395,083</b>	<b>395,083</b>	<b>277,869</b>	<b>398,780</b>	<b>398,780</b>	<b>3,697</b>

# Information Services

## Mission

The Information Services Division is responsible for providing and managing a computer hardware, software, storage, networking and communications environment for all City departments. This entails analysis, documentation and enhancement of existing and new enterprise-wide and department-specific software applications, the development and design of software systems including geographic information systems and citizen-facing systems such as online payments, GIS data and maps, and service requests. The division is also responsible for the evaluation, selection, and subsequent support, of new hardware and software systems, insuring the compatibility of the systems and alignment with the overall goals of the City.

## FY 2021 Goals and Objectives

Goal 5E: Continue succession planning efforts utilizing outcomes from 2019 IT Organization & Skills Assessment workshop, providing leadership training and opportunities and changing staff skills requirements related to the pandemic, in anticipation of upcoming retirements.

Goal 5E: Upgrade network storage to provide a resilient, stable and high-performing platform for the city's virtual servers and desktops, applications, databases and file shares.

Goals 2A,2B,5E,4B,4C1: Update GIS orthophotography and contour data and GIS Viewer.

Goals B3, 4B: Complete strategic fiber infrastructure projects to (1) connect Cundiff Park and Rivergate to city network; (2) provide Rec Center with private city fiber; collaborate with Utilities Department to continue adding infrastructure to city's SCADA network.

Goal 5D: Renegotiate Grandview utilities telecommunications easement to allow commercial internet broadband dark fiber leasing to ISPs.

Goal 5E: Upgrade network building switches city-wide to provide cost-effective and reliable network connectivity for all users.

Goal 5B: Update Technology Strategic Plan to account for short- and long-term goals and initiatives affected by the pandemic and its technically-related outcomes.

## FY 2020 Key Results

Completed 2nd annual CIO Business Vision Survey of supervisor-and-above city staff who ranked Information Services in 13 core service areas. Major benchmarks of IT Value and IT Satisfaction each garnered 86% ratings, both up 3% from the previous year's survey.

Completed rollout of Police Department vehicle fleet with new Toughbook laptops, custom mounts and CradlePoint cellular modems. Laptops now authenticate via Active Directory, allowing us to remotely manage and lock down usage for security purposes.

Completed 4-day Security Strategy workshop facilitated by two Info-Tech Research Group security analysts. Deliverable was a multi-year security strategy, roadmap and initiatives guiding the Cybersecurity Program.

Deployed 125 virtual desktops and remote PC access to city staff at start of pandemic in under a week. Virtual computing platform has remained very stable and provided remote work capability that has kept city services functioning at a high level.

Implemented Zoom virtual meeting software in a day at start of stay-at-home pandemic orders in mid-March. Led Zoom public meeting efforts for city staff and continue to enhance the Zoom platform for city staff use and the citizenry.

Implemented multi-factor authentication (MFA) for Executive Team, Finance, HR and IS staff. All remote working staff also required to use MFA for enhanced security.

Delivered customary high level of IS support for city staff during ongoing pandemic despite being down two Systems Analyst positions since January.

Authorized Personnel	2020		2021		2021
	FY20 FTE	Current	FY20 FTE	Proposed	Adopted
Infrastructure and Security Manager	1	84,635	1	87,890	87,890
GIS Technician	1	50,073	1	51,999	51,999
GIS Supervisor	1	94,330	1	97,958	97,958
Network Engineer	1	71,979	1	74,747	74,747
Systems Analyst Supervisor	1	71,979	1	74,747	74,747
Systems Analyst II	1	66,647	1	69,210	69,210
Information Systems Manager	1	121,168	1	125,829	125,829
Systems Analyst II	1	66,647	1	69,210	69,210
Database Administrator	1	92,948	1	96,523	96,523
Systems Analyst I- Position filled in 2020	1	55,080	1	57,198	57,198
Systems Analyst II	1	66,647	1	69,210	69,210
Systems Analyst II	1	66,647	1	69,210	69,210
GIS Analyst	1	82,172	1	85,332	85,332
<b>Information Services Total</b>	<b>13</b>	<b>990,951</b>	<b>13</b>	<b>1,029,064</b>	<b>1,029,064</b>

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	-	-	-	53,100	90,000	90,000	90,000
Personnel Services	1,238,940	1,294,308	1,294,308	1,197,100	1,389,926	1,389,926	95,617
Materials and Supplies	90,852	76,800	76,800	59,030	25,250	25,250	(51,550)
Charges and Services	655,307	790,910	790,910	688,593	718,655	718,655	(72,255)
Operating Capital	124,043	148,500	148,500	119,646	167,100	167,100	18,600
<b>Total</b>	<b>2,109,142</b>	<b>2,310,518</b>	<b>2,310,518</b>	<b>2,064,369</b>	<b>2,300,931</b>	<b>2,300,931</b>	<b>(9,588)</b>
<b>Change over 2020 Revised Budget</b>							<b>(9,588)</b>
<b>% change over 2020 Revised Budget</b>							<b>0%</b>

### Information Services Revenues and Expenditures

Fund:11 Division:4122

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
63580-DFPD System Analyst	-	-	-	53,100	90,000	90,000	90,000
<u>Expenditures</u>							
11199-Salaries	906,074	948,788	948,788	868,030	1,029,064	1,029,064	80,276
12199-Overtime	-	1,000	1,000	500	1,000	1,000	-
14399-Insurance	220,164	219,625	219,625	218,368	229,685	229,685	10,060
14599-Retirement	100,269	111,138	111,138	97,219	115,255	115,255	4,117
14799-Medicare	12,433	13,757	13,757	12,983	14,922	14,922	1,165
21199-Office Supplies	75,181	61,000	61,000	50,983	11,000	11,000	(50,000)
23199-Fuel	891	800	800	300	500	500	(300)
26999-Other Supplies	14,780	15,000	15,000	7,747	13,750	13,750	(1,250)
31499-Other Contracted Services	52,577	170,630	170,630	159,823	156,860	156,860	(13,770)
31599-Software Maintenance	519,240	514,225	514,225	461,260	496,210	496,210	(18,015)
32299-Books, News & Periodicals	300	400	400	200	400	400	-
33599-Dues And Memberships	11,779	28,655	28,655	28,230	19,885	19,885	(8,770)
33899-Professional Development and Travel	47,932	54,400	54,400	25,465	30,000	30,000	(24,400)
34599-Utilities - Telephone	4,836	6,000	6,000	3,000	6,000	6,000	-
35699-Vehicle Rent and Maintenance	1,750	2,600	2,600	-	3,300	3,300	700
36199-Repair & Maintenance	16,893	14,000	14,000	10,615	6,000	6,000	(8,000)
49199-Other Capital	124,043	148,500	148,500	119,646	167,100	167,100	18,600
<b>Total Expenditures</b>	<b>2,109,142</b>	<b>2,310,518</b>	<b>2,310,518</b>	<b>2,064,369</b>	<b>2,300,931</b>	<b>2,300,931</b>	<b>(9,588)</b>



# Finance Department

## Divisions

Accounting/Budget and Strategic Planning

Customer Service

Municipal Court

## Summary of Changes

Moved one Customer Service Position back to Utilities

Created the Budget and Strategic planning Division and replaced the Grants Contracts Division

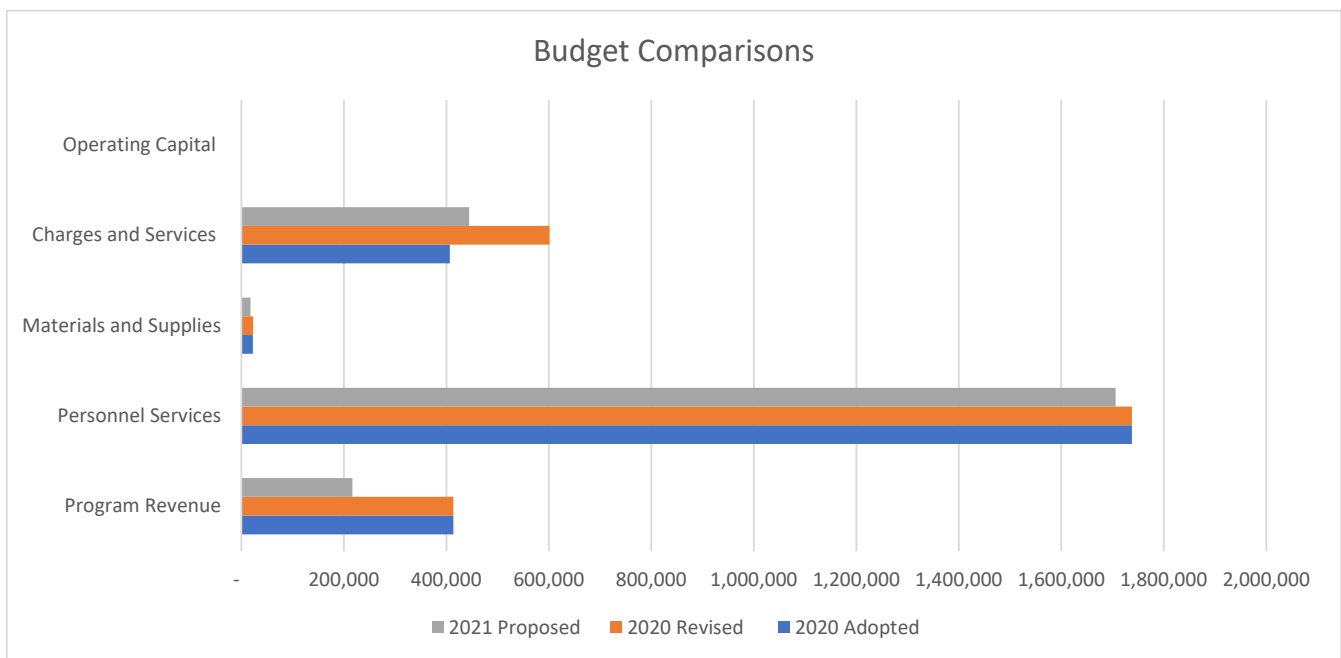
Moved Information Services

Created a 1/2 Admin between Court and Accounting Budget and Strategic Planning

Authorized Personnel	FY20 FTE	2020		2021	
		Current	FY21 FTE	Proposed	Adopted
Assistant Finance Director	1	91,902	-	-	-
Finance Director	1	127,347	1	160,000	160,000
Payroll Specialist	1	43,974	1	45,666	45,666
Financial Services Supervisor	1	68,455	-	-	-
Financial Services Specialist	1	43,974	1	45,666	45,666
Senior Financial Services Specialist	1	52,752	1	54,781	54,781
Senior Financial Services Specialist	1	47,879	1	49,720	49,720
Accounting Financial Services Manager	-	-	1	88,788	88,788
Administrative Associate	-	-	0.5	17,377	17,377
<b>Accounting Total</b>	<b>7</b>	<b>476,284</b>	<b>6.5</b>	<b>461,998</b>	<b>461,998</b>
Grants and Contracts Manager	1	71,989	-	-	-
Purchasing/Buyer Specialist	1	57,215	1	59,416	59,416
Grants and Contracts Specialist	1	51,953	1	53,951	53,951
Budget Strategic Planning Manager	-	-	1	88,788	88,788
Budget Strategic Planning Analyst	-	-	1	62,918	62,918
<b>Budget Total</b>	<b>3</b>	<b>181,157</b>	<b>4</b>	<b>265,074</b>	<b>265,074</b>
Court Administrator	1	63,244	1.0	65,676	65,676
Court Clerk	-	-	0.5	14	14
Court Clerk	1	34,757	-	-	-
Court Clerk-Lead	1	42,416	1	44,047	44,047
<b>Municipal Court</b>	<b>3</b>	<b>140,416</b>	<b>2.5</b>	<b>109,737</b>	<b>109,737</b>
Customer Service Manager	1	71,989	1	74,747	74,747
Customer Service Specialist	1	42,125	-	-	-
Senior Meter Technician	1	54,224	1	56,310	56,310
Meter Technician	1	40,142	1	41,686	41,686
Customer Service Specialist	1	40,590	1	42,151	42,151
Lead Customer Service Specialist	1	52,817	1	54,849	54,849
Customer Service Specialist	1	40,393	1	41,947	41,947
<b>Customer Service Total</b>	<b>7</b>	<b>342,281</b>	<b>6</b>	<b>311,689</b>	<b>311,689</b>
<b>Total</b>	<b>20</b>	<b>1,140,138</b>	<b>19</b>	<b>1,148,498</b>	<b>1,148,498</b>

# Finance Department

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	211,837	413,500	413,500	195,300	216,800	216,800	(196,700)
Personnel Services	1,589,310	1,737,793	1,737,793	1,434,746	1,706,198	1,706,198	(31,596)
Materials and Supplies	17,800	22,473	22,803	14,219	17,801	17,801	(5,002)
Charges and Services	293,234	406,560	601,185	613,202	444,252	444,252	(156,933)
Operating Capital	-	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>1,900,343</b>	<b>2,166,827</b>	<b>2,361,782</b>	<b>2,062,167</b>	<b>2,168,251</b>	<b>2,168,251</b>	<b>(390,231)</b>



## Accounting/ Budget and Strategic Planning

### Mission

The Accounting/ Budget and Strategic Planning is responsible in developing a citywide comprehensive strategic plan, budget, cost saving and efficiency strategies to be implemented throughout the City, and effectively communicating the City's budgetary and strategic direction to a diverse audience. This Division will recommend innovative performance and service delivery strategies that align with the City and will work closely with executive leadership throughout the City to enhance overall City performance. and servicing the public by providing timely, accurate and complete financial reports. In addition, this division is responsible for all accounting of City funds. Activities include the proper recording of all receipts and disbursements; summarizing the City's financial information in accurate financial management reports to department heads, City Council and the general public for effective management of available resources; providing an internal review of all transactions involving City funds; providing the City's internal payroll function; collection of City sales tax; cashiering; accounts payable; and accounts receivable. This division is also responsible for purchasing, special projects, grant administration, and contract administration.

### FY 2021 Goals and Objectives

Assist the City Manager's Office with the Strategic Plan

Implement OpenGov

Prepare and complete the 2020 CAFR and audit

Continue Transparency efforts

Continue implementing best practices

Recommend innovative performance and service strategies that align with the City mission, vision, and goals.

### FY 2020 Results

Completed an overhaul of the Monthly Financial reports

Moved to the SUTS system

Worked towards best practices with Fixed Assets

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	32,610	150,000	150,000	100,000	100,000	100,000	(50,000)
Personnel Services	878,484	981,553	981,553	712,398	1,030,714	1,030,714	49,161
Materials and Supplies	6,515	6,100	6,430	5,169	5,701	5,701	(729)
Charges and Services	186,971	270,505	465,430	499,912	311,132	311,132	(154,298)
Operating Capital	-	-	-	-	-	-	-
<b>Total Budget</b>	<b>1,071,970</b>	<b>1,258,158</b>	<b>1,453,413</b>	<b>1,217,480</b>	<b>1,347,547</b>	<b>1,347,547</b>	<b>(105,867)</b>
<b>Change over 2020 Revised Budget</b>							<b>-7%</b>
<b>% change over 2020 Revised Budget</b>							

## Accounting / Budget and Strategic Planning Revenues and Expenditures

Fund: 11 Division: 4121

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Revenues</u>							
61359-Audit Revenue	32,610	150,000	150,000	100,000	100,000	100,000	(50,000)
<b>Total Revenues</b>	<b>32,610</b>	<b>150,000</b>	<b>150,000</b>	<b>100,000</b>	<b>100,000</b>		<b>(50,000)</b>
<u>Expenditures</u>							
11199-Salaries	592,094	657,441	657,441	493,641	739,928	739,928	82,487
11299-Part Time Salaries	20,674	27,379	27,379	-	-	-	(27,379)
12199-Overtime	2,717	1,500	1,500	3,180	2,000	2,000	500
14299-FICA	1,328	1,648	1,648	-	-	-	(1,648)
14399-Insurance	186,329	198,363	198,363	146,836	199,486	199,486	1,123
14599-Retirement	66,788	83,954	83,954	60,317	79,064	79,064	(4,890)
14799-Medicare	8,554	11,268	11,268	8,424	10,236	10,236	(1,032)
21199-Office Supplies	2,530	3,250	3,250	2,421	2,521	2,521	(729)
26999-Other Supplies	3,985	2,850	3,180	2,748	3,180	3,180	-
31299-Professional Services	114,430	134,800	329,800	376,353	159,700	159,700	(170,100)
31499-Other Contracted Services	1,930	4,500	4,500	500	500	500	(4,000)
31599-Software Maintenance	39,888	68,250	68,250	77,583	98,047	98,047	29,797
32199-Printing	2,795	3,600	3,600	1,057	3,500	3,500	(100)
32299-Books, News & Periodicals	50	100	100	-	100	100	-
32399-Postage	5,375	6,350	6,350	5,197	5,247	5,247	(1,103)
33599-Dues And Memberships	773	785	785	440	1,375	1,375	590
33799-Auto Allowance & Mileage	2,000	2,835	2,760	-	2,400	2,400	(360)
33899-Professional Development and Travel	7,249	12,680	12,680	7,335	8,000	8,000	(4,680)
34599-Utilities - Telephone	1,462	1,605	1,605	1,447	2,263	2,263	658
35799-Rentals	11,020	35,000	35,000	30,000	30,000	30,000	(5,000)
<b>Total Expenditures</b>	<b>1,071,970</b>	<b>1,258,158</b>	<b>1,453,413</b>	<b>1,217,480</b>	<b>1,347,547</b>	<b>1,347,547</b>	<b>(105,867)</b>

# Customer Service

## Mission

The Customer Service Division is responsible for external and internal customer services. External service focuses on city utility accounts and billing for water, sewer, trash, and recycling; residential and commercial meter services; and information, transactions, and collections of parking and transit activities. Integral service currently provides the Utilities Department, Transit Department, Parking Division, and Recycling & Trash Division support of outward facing customer service activities for these operations.

## FY 2021 Goals and Objectives

Transition of customers to new bulk water dock software platform; involving customer communications of project and services, exporting data for use in new data base, new forms and customer information, and new payment and processing methods.

Collaboration with IS and Parking to identify integration or replacement options for the current online payment processing platform, iCart, for City parking tickets that is ending June 2021.

Continued training in customer service, de-escalation techniques, and software and data platforms for staff to continue to advance their communications and knowledge base.

Site visit all AMI gateways and acers to inspect condition and perform as needed maintenance for optimum performance and accuracy of water meter readings.

Continue to seek opportunities to collaborate, educate and promote sustainability practices and alternative electronic service options.

Development and updating of forms used for utility account management with online submission and download.

## FY 2020 Results

Successful implementation of rules and guidelines in response to the COVID-19 emergency with the transition of staff telecommuting, facility and staff health protocols, and customer communications and support while maintaining services and operations.

Education and promotion of information concerning service options, utility accounts, and sustainability practices through utility bill notices, billing inserts, website pages, and direct customer contact.

Year 2019 ended with a total of 7,381 utility accounts with the addition of 107 new accounts since 2018. Eighteen of the new accounts were for large multi-family complexes. The number of new account growth in 2018 was 115 and 2017 was 110.

Year 2019 ended with an increase of 561 customers going paperless for their utility bill. 27% of total customers received their utility bills via email. This is an increase from 20% in 2018.

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	-	-	-	-	-	-	-
Personnel Services	517,913	550,283	550,283	527,426	513,010	513,010	37,274
Materials and Supplies	9,909	13,000	13,000	8,700	10,600	10,600	2,400
Charges and Services	15,694	23,500	23,500	19,610	22,930	22,930	570
Operating Capital	-	-	-	-	-	-	-
<b>Total Budget</b>	<b>543,516</b>	<b>586,783</b>	<b>586,783</b>	<b>555,736</b>	<b>546,540</b>	<b>546,540</b>	<b>40,244</b>
<b>Change over 2020 Revised Budget</b>							<b>40,244</b>
<b>% change over 2020 Revised Budget</b>							<b>7%</b>

## Customer Service Revenues and Expenditures

Fund: 11 Division: 4124

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Expenditures</u>							
11199-Salaries	334,689	342,215	342,215	330,910	330,910	330,910	(11,305)
11299-Part Time Salaries	22,807	45,320	45,320	23,500	45,500	45,500	180
12199-Overtime	1,621	5,500	5,500	1,000	4,500	4,500	(1,000)
14299-FICA	1,319	2,728	2,728	1,680	2,728	2,728	-
14399-Insurance	115,287	110,340	110,340	130,908	89,944	89,944	(20,396)
14599-Retirement	37,308	38,551	38,551	34,909	34,909	34,909	(3,642)
14799-Medicare	4,882	5,629	5,629	4,519	4,519	4,519	(1,110)
21199-Office Supplies	1,530	1,800	1,800	1,000	1,500	1,500	(300)
22599-Clothing and Uniforms	1,180	1,900	1,900	850	1,600	1,600	(300)
23199-Fuel	3,571	3,700	3,700	3,000	3,300	3,300	(400)
24199-Hand Tools	1,059	1,400	1,400	1,150	1,200	1,200	(200)
26999-Other Supplies	2,570	4,200	4,200	2,700	3,000	3,000	(1,200)
31499-Other Contracted Services	12,746	16,500	16,500	16,150	16,500	16,500	-
32199-Printing	200	200	200	100	200	200	-
32299-Books, News & Periodicals	108	100	100	-	50	50	(50)
32399-Postage	1,185	1,800	1,800	1,800	1,800	1,800	-
33599-Dues And Memberships	-	200	200	80	120	120	(80)
33799-Auto Allowance & Mileage	180	200	200	80	120	120	(80)
33899-Professional Development and Travel	180	2,700	2,700	200	1,200	1,200	(1,500)
34599-Utilities - Telephone	1,094	1,800	1,800	1,200	2,940	2,940	1,140
<b>Total Expenditures</b>	<b>543,516</b>	<b>586,783</b>	<b>586,783</b>	<b>555,736</b>	<b>546,540</b>	<b>546,540</b>	<b>(40,244)</b>

# Municipal Court

## Mission

Durango Municipal Court maintains files on all citations issued by the Durango Police Department, Fort Lewis College Police Department, City of Durango Animal Protection, Parking Division and Code Enforcement for violations of municipal law; hears all cases involving said violations and reports all applicable convictions to the Department of Motor Vehicle's Licensing Bureau. Records are maintained in such a manner to assure that all sentences are processed in a legal and timely manner according to state law. Durango Municipal Court also coordinates a Community Service Program and a Defensive Driving Course.

## FY2021 Goals and Objectives

Goals 1 and 4: Continue to offer other court-ordered sentences such as community service rather than financial sentences (fines/fees) so that the Court's clientele, many of whom are homeless, will be able to save for potential housing opportunities if they plan to remain in the City.

Goal 4: Seek other attorneys to add to the attorney pool to assist in serving the Court's clientele as needed. Many of the Court's clientele have numerous cases, which would benefit from this representation and recent legislation may make this a requirement depending on potential jail sentencing.

Goal 4: Further leadership training for the Court Administrator and Lead Court Clerk to continue to enhance their court-related skills.  
Goals 1 and 4: Explore opportunities for use of the Axis Health services for alternative sentencing for the homeless population that are a large part of the Court's clientele.

Goal 5: Revisit use of collections agencies to collect monies from the AR list, strictly adhering to ACLU standards/legislation regarding the use of failure to pay warrants and not penalizing those who cannot afford to pay their court-ordered fines/fees.

Goal 2: Pursue hosting a Colorado Association for Municipal Court Administration (CAMCA) court professional development class in the summer of 2021. Topics are court related and varied.

## FY2020 Results

Restructured court schedule with inclusion of new safety protocols in order to reopen Municipal Court safely. Court was changed to Mondays for new appearances, Wednesdays for conferences with the City Prosecutor and Thursdays for review court appearances to ensure that court-ordered sentences have been completed. One court clerk acts as the court bailiff and the other processes the individuals who appear for court. Failures to appear are processed after court as normal. Handle by mail options are always considered after a judge's review and paperwork is processed accordingly (via e-mail or mail). City Prosecutor and review dates were selected by the Lead Judge as he appears in other Courts, too.

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	179,227	263,500	263,500	95,300	116,800	116,800	(146,700)
Personnel Services	192,912	205,957	205,957	194,921	181,696	181,696	(24,262)
Materials and Supplies	1,376	3,373	3,373	350	1,500	1,500	(1,873)
Charges and Services	90,569	112,555	112,255	93,680	110,190	110,190	(2,065)
Operating Capital	-	-	-	-	-	-	-
<b>Total Budget</b>	<b>284,857</b>	<b>321,885</b>	<b>321,585</b>	<b>288,951</b>	<b>293,386</b>	<b>293,386</b>	<b>(28,200)</b>
<b>Change over 2020 Revised Budget</b>							<b>(28,200)</b>
<b>% change over 2020 Revised Budget</b>							<b>-9%</b>

## Municipal Court Revenues and Expenditures

Fund: 11 Division: 4113

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<b>Revenues</b>							
64109-Warrant Process Fee	2,450	3,500	3,500	3,200	3,200	3,200	(300)
64129-Court Costs	20,413	35,000	35,000	15,000	25,000	25,000	(10,000)
64139-Defensive Driving Fee	1,770	2,500	2,500	600	2,000	2,000	(500)
64189-Court Processing Fee	503	1,000	1,000	600	600	600	(400)
64209-Miscellaneous Court Fees	24,475	35,000	35,000	12,000	15,000	15,000	(20,000)
64259-Court Surcharge Fee	14,421	16,500	16,500	9,000	9,000	9,000	(7,500)
65119-Traffic Fines	102,406	150,000	150,000	44,900	50,000	50,000	(100,000)
65129-Non-Traffic Fines	12,789	20,000	20,000	10,000	12,000	12,000	(8,000)
<b>Expenditures</b>							
11199-Salaries	139,036	140,416	140,416	134,068	127,769	127,769	(12,647)
11299-Part Time Salaries	4,862	4,120	4,120	-	-	-	(4,120)
12199-Overtime	526	500	500	180	500	500	-
14299-FICA	335	248	248	-	-	-	(248)
14399-Insurance	30,691	42,789	42,789	42,789	37,264	37,264	(5,525)
14599-Retirement	15,486	15,783	15,783	15,783	14,310	14,310	(1,473)
14799-Medicare	1,976	2,101	2,101	2,101	1,853	1,853	(248)
21199-Office Supplies	1,376	3,373	3,373	350	1,500	1,500	(1,873)
31299-Professional Services	85,217	94,360	94,360	82,000	94,360	94,360	-
31499-Other Contracted Services	-	5,500	5,200	3,700	3,700	3,700	(1,500)
31599-Software Maintenance	3,510	6,700	6,700	6,700	6,700	6,700	-
32299-Books, News & Periodicals	-	200	200	200	200	200	-
32399-Postage	551	1,050	1,050	900	1,050	1,050	-
33599-Dues And Memberships	180	180	180	180	180	180	-
33899-Professional Development and Travel	1,111	3,500	3,500	-	3,500	3,500	-
36199-Repair & Maintenance	-	1,065	1,065	-	500	500	(565)
	<b>284,857</b>	<b>321,885</b>	<b>321,585</b>	<b>288,951</b>	<b>293,386</b>	<b>293,386</b>	<b>(28,200)</b>



# Community Development

## Divisions

Planning & Building	Urban Renewal Authority
Engineering	Arts & Culture Program
Code	

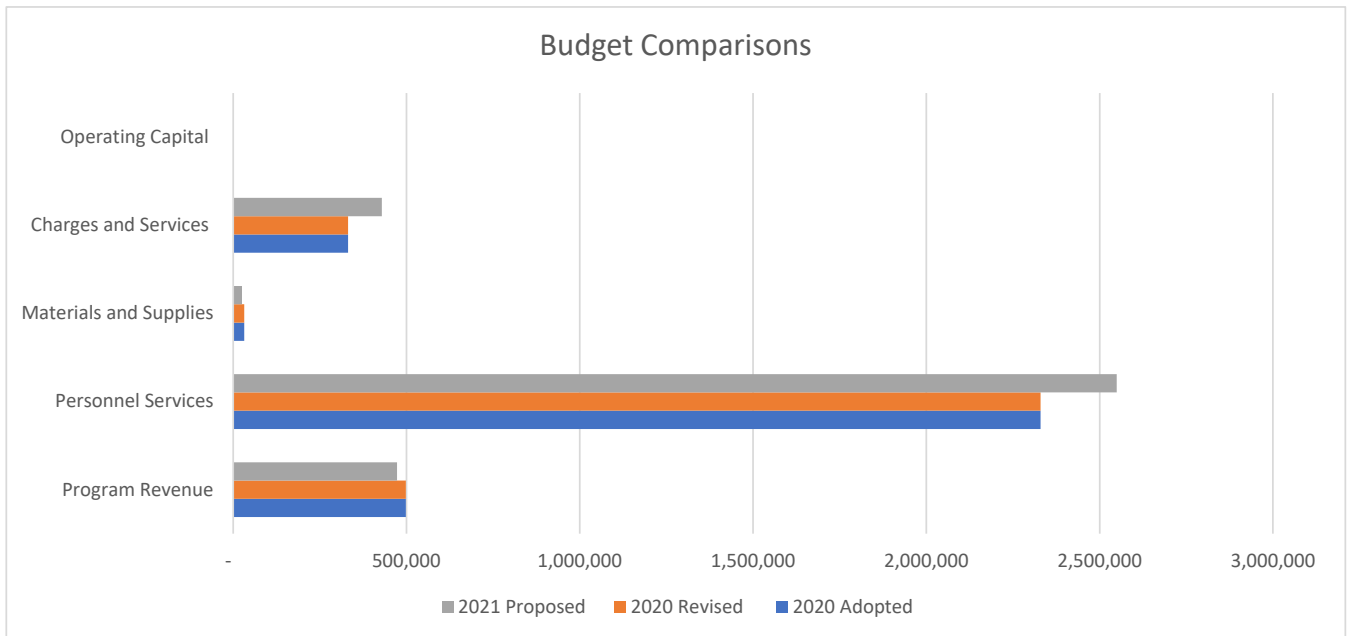
## Summary of Changes

Added Urban Renewal Authority  
 Added .60 of Community Development Director  
 .90 of City Engineer

Authorized Personnel	FY20 FTE	2020		2021 Proposed	2021 Adopted
		Current	FY21 FTE		
Assistant City Manager/ Community Dev.	0.6	88,502	0.6	91,906	91,906
Planner II	1	60,588	1	62,918	62,918
Planner I	1	55,080	1	57,198	57,198
Administrative Specialist-Community	1	42,149	1	43,770	43,770
Permit Technician	1	47,376	1	49,198	49,198
Assistant Community Development Director	1	107,806	1	111,952	111,952
Planner II	1	67,044	1	69,622	69,622
Chief Building Inspector	1	75,894	1	78,813	78,813
Planner III	1	89,064	1	92,489	92,489
Business Development & Redevelopment	1	64,890	1	67,386	67,386
Planning Manager	1	87,625	1	99,885	99,885
Planner III	1	89,064	1	92,489	92,489
Administrative Associate	1	34,755	1	36,091	36,091
Planner II	1	74,448	1	77,312	77,312
<b>Planning &amp; Building Total</b>	<b>13.6</b>	<b>984,284</b>	<b>13.6</b>	<b>1,031,031</b>	<b>1,031,031</b>
City Engineer	0.10	11,006	1.0	114,288	114,288
Engineering Inspector	1	50,073	1	51,999	51,999
Assistant City Engineer	1	89,111	1	92,538	92,538
Senior Engineering Technician	1	68,911	1	71,562	71,562
Engineering Inspector	1	63,167	1	65,597	65,597
Senior Engineering Inspector	1	65,055	1	67,557	67,557
Engineering Technician	1	50,073	1	51,999	51,999
Senior Civil Engineer	1	71,979	1	74,747	74,747
Civil Engineer (EIT)	1	60,884	1	63,226	63,226
Engineering Technician	1	53,910	1	55,984	55,984
<b>Engineering Total</b>	<b>9.1</b>	<b>584,168</b>	<b>10.0</b>	<b>709,495</b>	<b>709,495</b>
Code Compliance Officer	1	55,277	1	57,403	57,403
Code Compliance Officer/Building Inspector	1	58,878	1	61,142	61,142
<b>Code Enforcement Total</b>	<b>2</b>	<b>114,155</b>	<b>2</b>	<b>118,545</b>	<b>118,545</b>
<b>Total</b>	<b>24.70</b>	<b>1,682,607</b>	<b>25.60</b>	<b>1,859,071</b>	<b>1,859,071</b>

# Community Development

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	390,334	498,000	498,000	473,000	473,000	473,000	(25,000)
Personnel Services	2,163,278	2,329,678	2,329,678	2,238,621	2,549,147	2,549,147	219,469
Materials and Supplies	25,178	31,822	31,822	17,186	25,333	25,333	(6,489)
Charges and Services	304,548	331,666	331,666	204,219	429,162	429,162	97,496
Operating Capital	-	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>2,493,004</b>	<b>2,693,166</b>	<b>2,693,166</b>	<b>2,460,026</b>	<b>3,003,642</b>	<b>3,003,642</b>	<b>310,476</b>



# Planning & Building

## Mission

The Planning and Building Divisions are primarily responsible for reviewing, analyzing, permitting, and inspecting private and public development projects within the context of the Durango Comprehensive Plan, the Land Use and Development Code (LUDC), Area Plans, Character District Plans, Design Guidelines, and the International Building Codes. The Division also provides administrative staff support for six City Boards/Commissions including: the Planning Commission, the LUDC Board of Adjustments, the Design Review Board, the Historic Preservation Board, the Creative Economy Commission, and the Durango Renewal Partnership (URA). Staff also attends City Council meetings and Joint Planning Commission meetings with La Plata County. Planning Manager Scott Shine serves on the Three Springs Design Review Committee and Planner Mark Williams serves on the Twin Buttes Design Review Committee.

## FY 2021 Goals and Objectives

City Council Goal C - Expand Durango's unique identity as a driver of enhanced quality of life and sense of place. The Department will implement this Goal by: a. Continuing with the Re:New Grant Program. b. Providing funding and staff support for the Durango Renewal Partnership (Urban Renewal Authority) Implementation. c. Continuing the Main Avenue Bump-out Program. d. Supporting the BID Ambassador Program. e. Moving forward with the Character Districts Initiative. f. Providing leadership in economic development by participating on the Economic Recovery Task Force and with Region 9 on the Comprehensive Economic Development Strategy (CEDS).

City Council Goal D - Continue to address Durango's affordable/attainable housing, including options for homeless population. The Department will implement this Goal by: a. Implementing the adopted Housing Plan Fair Share program by: i. Identifying necessary updates to the Fair Share Ordinance and Procedures Manual (Housing Plan Action 4.1) ii. Starting the Multi-Family Property Registration program (Housing Plan Action 3.4) iii. Identifying a process for legalizing hotel properties that have illegally converted to long-term housing rentals. iv. Continuing to support Housing Solutions for The Southwest on the Espero permanent supportive housing project on the City's Social Services Campus. b. Continuing with the vacation rental tracking and enforcement program (Housing Plan Action 3.10). c. Finishing up the LUDC Code Alignment Project to align the LUDC with the updated Comprehensive Plan, the Character District Plans, and the Housing Plan, including: reviewing standards for parking; density; multi-family dwelling units (MDUs); mixed-use definitions; street and access design; etc.

City Council Goal E - Require & support effective utilization of resources. The Department will implement this Goal by: a. Regularly coordinating meetings with CDOT, DFPD and La Plata County. b. Reviewing and refining City utility service area plans to improve coordination with special districts including SDSD and LAPLAWD. c. Continuing to work with La Plata County, La Plata Economic Development Alliance, and property owners on the La Posta Road Area Plan.

## FY 2020 Key Results

Established the Urban Renewal Authority.

Continued the Housing Plan Implementation.

Started the LUDC Code Alignment Project.

Participated in the Economic Development Alliance Process Improvement Group with La Plata County and Durango Fire Protection District (DFPD).

Contracted with MUNIrevs on the Vacation Rental Enforcement Program.

Two of the four Hotel Sites have completed construction (Mercury Village and Escalante Drive), and 1111 Camino will be completed soon.

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	390,334	498,000	498,000	473,000	473,000	473,000	(25,000)
Personnel Services	1,150,033	1,282,624	1,282,624	1,239,978	1,390,062	1,390,062	107,438
Materials and Supplies	13,053	14,681	14,681	6,741	9,100	9,100	(5,581)
Charges and Services	237,379	226,668	226,668	133,398	189,036	189,036	(37,632)
Operating Capital	-	-	-	-	-	-	-
<b>Total</b>	<b>1,400,466</b>	<b>1,523,973</b>	<b>1,523,973</b>	<b>1,380,117</b>	<b>1,588,198</b>	<b>1,588,198</b>	<b>64,225</b>
<b>Change over 2020 Revised Budget</b>							<b>64,225</b>
<b>% change over 2020 Revised Budget</b>							<b>4%</b>

## Planning and Building Revenues and Expenditures

Fund: 11 Division: 4131

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<b>Revenues</b>							
62219-Building Permits	317,871	400,000	400,000	400,000	400,000	400,000	-
64149-Zoning and Subdivision Fees	70,803	95,000	95,000	70,000	70,000	70,000	(25,000)
62159-Special Permits	1,660	2,500	2,500	2,500	2,500	2,500	-
64199-Historic Preservation Project Fee	-	500	500	500	500	500	-
<b>Expenditures</b>							
11199-Salaries	816,810	895,777	895,777	855,219	1,031,031	1,031,031	135,254
12199-Overtime	3,772	5,000	5,000	3,500	4,000	4,000	(1,000)
14399-Insurance	227,486	265,090	265,090	265,090	230,381	230,381	(34,709)
14599-Retirement	90,714	103,769	103,769	103,769	110,362	110,362	6,593
14799-Medicare	11,251	12,988	12,988	12,400	14,288	14,288	1,300
21199-Office Supplies	3,437	5,000	5,000	2,500	3,000	3,000	(2,000)
22599-Clothing and Uniforms	295	117	117	117	100	100	(17)
23199-Fuel	1,252	1,000	1,000	1,000	1,000	1,000	-
26999-Other Supplies	8,069	8,564	8,564	3,124	5,000	5,000	(3,564)
31299-Professional Services	5,316	10,000	10,000	6,108	8,108	8,108	(1,892)
31499-Other Contracted Services	116,723	137,500	137,500	76,000	122,000	122,000	(15,500)
31599-Software Maintenance	7,000	7,140	7,140	7,140	9,100	9,100	1,960
32199-Printing	-	573	573	250	550	550	(23)
32299-Books, News & Periodicals	598	2,800	2,800	800	1,800	1,800	(1,000)
32399-Postage	1,787	5,375	5,375	2,000	2,000	2,000	(3,375)
33199-Historic Preservation	-	11,500	11,500	-	-	-	(11,500)
33599- Dues And Memberships	4,009	6,375	6,375	6,375	6,375	6,375	-
33799-Auto Allowance & Mileage	3,600	3,600	3,600	3,600	3,600	3,600	-
33899-Professional Development and Travel	21,453	21,480	21,480	9,000	9,000	9,000	(12,480)
34599-Utilities - Telephone	2,497	3,600	3,600	6,400	10,980	10,980	7,380
35699-Vehicle Rent and Maintenance	14,673	15,725	15,725	15,725	15,523	15,523	(202)
36199-Repair & Maintenance	60	1,000	1,000	-	-	-	(1,000)
37289-Regional Housing Authority	59,664	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>1,400,466</b>	<b>1,523,973</b>	<b>1,523,973</b>	<b>1,380,117</b>	<b>1,588,198</b>	<b>1,588,198</b>	<b>64,225</b>

Increase Salaries due to additional duties approved in 2020

8,890

# Arts and Culture Program

## Mission

This program focuses on the link between arts and culture and Durango’s sense of identity and coordinates with other City programs and services to embed creative elements in land use planning, character districts, transportation, economic development initiatives, recreation, and public facilities. The Arts and Culture program also includes the City’s public art program. The Arts & Culture Program is administered by the Creative Economy Commission (CEC).

## FY 2021 Goals and Objectives

City Council Goal A - Advance initiatives to institute diversity, equity and inclusion within the City. The CEC will implement this Goal by: a. Providing support for Public Art that aligns with community goals & values. b. Continuing to engage all community members in the Public Art processes. c. Supporting diverse, cultural, and creative events throughout the City.

City Council Goal B - Improve social, environmental, and fiscal sustainability and resiliency and encourage responsible stewardship of resources. The CEC will implement this Goal by: a. Continuing to build relationships with other City Boards and Commissions. b. Connecting the creative economy program to the City’s Sustainability goals, including outreach opportunities.

City Council Goal C - Expand Durango’s unique identity as a driver of enhanced quality of life and sense of place. The CEC will implement this Goal by: a. Installing Common Threads, Frolic and Desert Spirit IV Public Art pieces. b. Continuing to perform annual maintenance of the City’s Public Art collection. c. Implementing the Durango Creates! Grant program. d. Working with private developers to include public and private art within their developments. e. Supporting temporary art installations and projects that enhance commercial and mixed-use districts (e.g. Durango Art Brigade, Empty Store Front Project, bump-outs, etc.). f. Supporting and collaborating with the Durango Creative District. g. Exploring sustainable long-term funding sources for the creative economy.

## FY 2020 Results

Collaborated with the Durango Creative District.

Supported North Main Character District by financing North Main mural and the Animas City Night Bazaar through the Durango Creates! Grant.

Strengthened relationships and outreach to City Boards and Commissions and other non-profits.

Funded the Durango Art Brigade project to beautify and support the Central Business District.

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	-	-	-	-	-	-	-
Personnel Services	-	-	-	-	-	-	-
Materials and Supplies	-	5,100	5,100	1,000	5,100	5,100	-
Charges and Services	13,201	19,035	19,035	2,000	70,410	70,410	51,375
Operating Capital	-	-	-	-	-	-	-
<b>Total</b>	<b>13,201</b>	<b>24,135</b>	<b>24,135</b>	<b>3,000</b>	<b>75,510</b>	<b>75,510</b>	<b>51,375</b>
<b>Change over 2020 Revised Budget</b>							<b>51,375</b>
<b>% change over 2020 Revised Budget</b>							<b>213%</b>

## Arts Culture Revenues and Expenditures

Fund: 11 Division: 4132

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Expenditures</u>							
21199-Office Supplies	-	100	100	-	100	100	-
26999-Other Supplies	-	5,000	5,000	1,000	5,000	5,000	-
31499-Other Contracted Services	13,201	18,625	18,625	2,000	70,000	70,000	51,375
33599-Dues And Memberships	-	110	110	-	110	110	-
33899-Professional Development and Travel	-	250	250	-	250	250	-
32599-Ad Placement	-	50	50	-	50	50	-
<b>Total Expenditures</b>	<b>13,201</b>	<b>24,135</b>	<b>24,135</b>	<b>3,000</b>	<b>75,510</b>	<b>75,510</b>	<b>51,375</b>

# Code Enforcement

## Mission

The Code Enforcement Division’s primary responsibilities are to ensure community compliance with the City Code of Ordinances, including the Land Use and Development Code (LUDC) and adopted International Building Codes; to provide guidance and education related to the adopted City Codes; to issue violation notices and citations; and to inspect new and existing businesses as business licenses are issued and renewed.

## FY 2021 Goals and Objectives

City Council Goal B - Improve social, environmental, and fiscal sustainability and resiliency and encourage responsible stewardship of resources. The Department will implement this Goal by: a. Providing exceptional customer service in a timely manner. b. Supplementing building inspection services with an existing Code Enforcement Officer.

City Council Goal D - Continue to address Durango’s affordable/attainable housing, including options for homeless population. The Department will implement this Goal by: a. Continuing to work with, provide support to, and provide updated information to the City's homeless populations.

City Council Goal E - Require & support effective utilization of resources. The Department will implement this Goal by: a. Continuing inter-department coordination with the Police Department and Parks & Rec Department to ensure there is high efficiency Code Enforcement practices citywide.

## FY 2020 Results

Inter-department coordination regularly occurs with the Parking Division, the Police Department, the City Services Department, and the Parks & Recreation Department to ensure effective and timely Code Enforcement.

Continued to supplement the Department’s building inspection services.

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	-	-	-	-	-	-	-
Personnel Services	188,063	191,294	191,294	176,485	193,316	193,316	2,023
Materials and Supplies	4,427	4,193	4,193	3,900	3,900	3,900	(293)
Charges and Services	14,610	17,170	17,170	14,305	15,203	15,203	(1,967)
Operating Capital	-	-	-	-	-	-	-
<b>Total</b>	207,100	212,657	212,657	194,690	212,419	212,419	(237)
<b>Change over 2020 Revised Budget</b>							<b>(237)</b>
<b>% change over 2020 Revised Budget</b>							<b>0%</b>

## Code Enforcement Revenues and Expenditures

Fund:11 Division: 4150

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Expenditures</u>							
11199-Salaries	112,368	114,155	114,155	108,446	118,545	118,545	4,391
12199-Overtime	15,233	18,000	18,000	9,000	15,000	15,000	(3,000)
14399-Insurance	44,614	44,345	44,345	44,345	44,775	44,775	430
14599-Retirement	14,128	12,785	12,785	12,785	13,277	13,277	492
14799-Medicare	1,721	2,009	2,009	1,909	1,719	1,719	(290)
21199-Office Supplies	-	-	-	-	-	-	-
22599-Clothing and Uniforms	1,214	804	804	800	800	800	(4)
23199-Fuel	2,450	2,500	2,500	2,500	2,500	2,500	-
26999-Other Supplies	763	889	889	600	600	600	(289)
31499-Other Contracted Services	103	-	-	-	-	-	-
32399-Postage	465	582	582	500	500	500	(82)
33599-Dues And Memberships	418	206	206	206	206	206	-
33899-Professional Development and Travel	860	2,697	2,697	-	1,000	1,000	(1,697)
34599-Utilities - Telephone	2,016	2,386	2,386	2,300	2,340	2,340	(46)
35699-Vehicle Rent and Maintenance	10,748	11,299	11,299	11,299	11,157	11,157	(142)
<b>Total Expenditures</b>	<b>207,100</b>	<b>212,657</b>	<b>212,657</b>	<b>194,690</b>	<b>212,419</b>	<b>212,419</b>	<b>(237)</b>



# Engineering

## Mission

The Engineering Division's responsibilities include: design, construction management, and inspection of public improvements; traffic studies; safety and function of the City roadways; right-of-way permitting; State mandated MS4 Stormwater Program implementation; surveying of City construction projects; public and private development plan reviews; review and approval of property subdivisions, site plans and annexation plats; update of City's general specifications; and maintenance of the official City Map.

## FY 2021 Goals and Objectives

City Council Goal B - Improve social, environmental, and fiscal sustainability and resiliency and encourage responsible stewardship of resources. The Department will implement this Goal by:

a. Working with La Plata County, La Plata Economic Development Alliance, and property owners on the La Posta Road Area Plan

City Council Goal C - Expand Durango's unique identity as a driver of enhanced quality of life and sense of place. The Department will implement this Goal by:

a. Continuing the Main Avenue Bump-out Program.

b. Updating the Public Improvement Standards Manual incrementally as staff time permits.

City Council Goal E - Require & support effective utilization of resources. The Department will implement this Goal by:

a. Assisting with developing a plan for Ridges Basin Water Treatment Plant.

b. Starting Phase III of the Storm Drainage Master Plan.

c. Completing the 32nd Street Extended Detention Basin (EDB) water quality project.

d. Completing the Grandview Access Control Plan.

e. Continuing with the 50/50 sidewalk program.

## FY 2020 Key Results

Completed Phase II of the Storm Drainage Master Plan.

The City Engineer has started the redesign of CR 251/CR 250.

Continued to update the Public Improvement Standards Manual incrementally as staff time permitted.

Continued to implement Stormwater program

Will complete the 50/50 Sidewalk Program, and will start the Grandview Access Control Plan, in coordination with CDOT and La Plata County, before the end of 2020.

Completed the La Posta Road Area Sewer Plan Study, and assisted with the Water Model Update for the Utility Conditions Assessment.

The City Engineer is wrapping up the project engineering for the Santa Rita Water Reclamation Facility (SRWRF) and Admin building.

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	-	-	-	-	-	-	-
Personnel Services	825,182	855,760	855,760	822,158	965,768	965,768	110,008
Materials and Supplies	7,697	7,848	7,848	5,545	7,233	7,233	(615)
Charges and Services	39,358	68,793	68,793	54,516	64,513	64,513	(4,280)
Operating Capital	-	-	-	-	-	-	-
<b>Total</b>	<b>872,237</b>	<b>932,401</b>	<b>932,401</b>	<b>882,219</b>	<b>1,037,514</b>	<b>1,037,514</b>	<b>105,113</b>
<b>Change over 2020 Revised Budget</b>							<b>105,113</b>
<b>% change over 2020 Revised Budget</b>							<b>11%</b>

## Engineering Revenues and Expenditures

Fund:11 Division:4311

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Expenditures</u>							
11199-Salaries	566,844	583,584	583,584	554,405	709,495	709,495	125,911
12199-Overtime	7,437	8,000	8,000	4,000	4,000	4,000	(4,000)
14399-Insurance	178,853	178,339	178,339	178,339	176,979	176,979	(1,360)
14599-Retirement	64,117	77,375	77,375	77,375	66,663	66,663	(10,712)
14799-Medicare	7,931	8,462	8,462	8,039	8,631	8,631	169
21199-Office Supplies	28	-	-	-	-	-	-
22599-Clothing and Uniforms	582	1,603	1,603	750	1,288	1,288	(315)
23199-Fuel	4,180	3,000	3,000	3,000	3,000	3,000	-
26999-Other Supplies	2,908	3,245	3,245	1,795	2,945	2,945	(300)
31299-Professional Services	1,077	18,297	18,297	13,800	13,800	13,800	(4,497)
31599-Software Maintenance	12,203	15,504	15,504	14,869	14,737	14,737	(767)
32299-Books, News & Periodicals	82	1,500	1,500	500	500	500	(1,000)
32399-Postage	15	-	-	-	-	-	-
33599-Dues And Memberships	5,620	2,542	2,542	1,700	1,900	1,900	(642)
33799-Auto Allowance & Mileage	360	360	360	360	3,600	3,600	3,240
33899-Professional Development and Travel	673	10,000	10,000	1,000	5,000	5,000	(5,000)
34599-Utilities - Telephone	4,910	5,003	5,003	6,700	9,700	9,700	4,697
35699-Vehicle Rent and Maintenance	14,357	14,737	14,737	14,737	14,426	14,426	(311)
36199-Repair & Maintenance	62	850	850	850	850	850	-
<b>Total Expenditures</b>	<b>872,237</b>	<b>932,401</b>	<b>932,401</b>	<b>882,219</b>	<b>1,037,514</b>	<b>1,037,514</b>	<b>105,113</b>

# Urban Renewal Authority

## Mission

The Durango Renewal Partnership - Urban Renewal Authority (URA) was created by City Council on May 5, 2020. Colorado state statute allows municipalities to form URAs to address blight and stimulate reinvestment in underutilized areas. URAs enable public-private partnerships and Tax Increment Financing (TIF) which has empowered many communities across the state to realize a wide range of community and economic development goals. The mission of the URA is to facilitate reinvestment in underutilized areas in Durango and to address community priorities and create thriving places. The City Council appointed a nine-member Board, which complies with the statutory requirements. The Board is comprised of: all five City Council members; two La Plata County staff members; a 9R School Board member; and a Business Improvement District (BID) Board member. The URA's top priorities are:

- Housing
- Mixed-Use, Walkable Development
- Job Creation and Support of Local Industry
- Local Partnerships
- Arts and Culture

## FY 2021 Goals and Objectives

City Council Goal B - Improve social, environmental, and fiscal sustainability and resiliency and encourage responsible stewardship of resources. The Department will implement this Goal by:

- a. Working with other local entities and property owners on creating 1-3 plan areas for 2021.
- b. Overseeing Public-Private partnerships that lead to redevelopment projects.

City Council Goal C - Expand Durango's unique identity as a driver of enhanced quality of life and sense of place. The Department will implement this Goal by:

- a. Providing funding and staff support for the Durango Renewal Partnership (Urban Renewal Authority) Implementation.
- b. Starting redevelopment projects that enhance MidTown, with emphasis on housing projects, transit improvements, redevelopment of the 9-R admin building and preservation of Buckley Park.

City Council Goal D - Continue to address Durango's affordable/attainable housing, including options for homeless population. The Department will implement this Goal by:

- a. Utilizing the \$20,000 grant from the Department of Local Affairs for the URA Housing Strategy Project.

## FY 2020 Results

Established the Urban Renewal Authority.

Received a \$20,000 grant from the Department of Local Affairs for the URA Housing Strategy Program.

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Charges and Services	-	-	-	-	90,000	90,000	(90,000)
Operating Capital	-	-	-	-	-	-	-
<b>Change over 2020 Revised Budget</b>	-	-	-	-	90,000	90,000	-
<b>% change over 2020 Revised Budget</b>							-

## Urban Renewal Authority Revenues and Expenditures

Fund:11 Division:4136

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Expenditures</u>							
31299-Professional Services	-	-	-	-	25,000	25,000	25,000
31499-Other Contracted Services	-	-	-	-	60,000	60,000	60,000
33599- Dues And Memberships	-	-	-	-	2,500	2,500	2,500
33899-Professional Development and Travel	-	-	-	-	2,500	2,500	2,500
<b>Total Expenditures</b>	-	-	-	-	<b>90,000</b>	<b>90,000</b>	<b>90,000</b>

# Police Department

## Summary of Changes

Moved Animal Control to Community Support Funding

Authorized Personnel	FY20 FTE	2020		FY21 FTE	2021	
		Current			Proposed	Adopted
Administrative Analyst	1	50,232		1	52,164	52,164
Crime Analyst	1	60,588		1	62,918	62,918
Deputy Chief of Police	1	113,300		1	117,658	117,658
Emergency Manager	1	71,797		1	74,559	74,559
Lead Records Technician	1	46,364		1	48,147	48,147
Police Administrative Specialist	1	42,149		1	43,770	43,770
Police Administrative Specialist	1	42,149		1	43,770	43,770
Police Chief	1	131,325		1	136,376	136,376
Police Commander	1	91,902		1	95,437	95,437
Police Commander	1	106,446		1	110,540	110,540
Police Commander	1	97,617		1	101,372	101,372
Police Corporal	9	577,246		9	599,447	599,447
Police Officer	27	1,641,634		27	1,704,774	1,704,774
Police Officer Trainee	6	300,436		6	311,991	311,991
Police Property Control Technician	1	52,604		1	54,628	54,628
Police Property Control Technician	1	46,364		1	48,147	48,147
Police Records Technician	1	38,230		1	39,701	39,701
Police Records Technician	1	38,230		1	39,701	39,701
Police Records Technician	1	38,230		1	39,701	39,701
Police Sergeant	9	752,806		9	781,760	781,760
Police Services Technician	1	46,364		1	48,147	48,147
Police Services Technician	1	46,364		1	48,147	48,147
<b>Total</b>	<b>69</b>	<b>4,432,377</b>		<b>69</b>	<b>4,602,853</b>	<b>4,602,853</b>

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	360,915	445,448	445,448	432,998	346,081	351,581	(99,367)
Personnel Services	1,265,778	6,869,090	6,866,790	6,814,247	6,563,372	6,563,372	(303,418)
Materials and Supplies	156,081	230,234	230,234	299,000	221,606	221,606	(8,628)
Charges and Services	1,418,593	1,318,446	1,434,387	1,282,034	1,128,937	1,128,937	(305,450)
Operating Capital	-	-	-	-	-	-	-
<b>Total</b>	<b>2,840,452</b>	<b>8,417,770</b>	<b>8,531,411</b>	<b>8,395,281</b>	<b>7,913,915</b>	<b>7,913,915</b>	<b>(617,496)</b>
<b>Change over 2020 Revised Budget</b>						<b>(617,496)</b>	<b>(617,496)</b>
<b>% change over 2020 Revised Budget</b>						<b>-7%</b>	<b>-7%</b>

# Police Department

## Mission

The mission of the Durango Police Department is to serve the community by improving the safety and quality of life through reducing crime and the perception of crime. In order to accomplish this mission, the police department is functionally managed by two bureaus which mutually support and enhance the capabilities of the other. The Administration Support Bureau works to maintain the operational efficiency and effectiveness of the police department and is responsible for providing the following comprehensive, specialized services in support of Operations: the Administration Unit is responsible for recruitment, hiring, training, uniforms and equipment; the Records Unit is responsible for maintaining and releasing criminal justice records; and the Property Unit is responsible for the receipt, retention and release of property and evidence. The Operations Bureau in partnership with the community, works to ensure public safety and order by providing direct operational services consisting of uniformed police officers utilizing vehicle, motorcycle, bicycles, and foot patrol. The Community Outreach Unit facilitates outreach with community members through police services technicians, school resource officers, officers who provide traffic control, education and enforcement, community engagement team members, reserve officers, and the volunteer and chaplain programs. In the Detective Unit, specialized services include detectives, digital forensics, and crime analysis who together are responsible for crime prevention, investigating and reporting criminal events, and working with citizens to reduce crime. The two bureaus together are symbiotic in the police department's efforts to work with citizens to reduce crime, mitigate the fear of crime, and enhance the quality of life in the City.

## FY 2021 Goals and Objectives

Council Goal A & B: Support an effective organization with a high-performing diversified workforce by investing in relevant education and training opportunities for all employees by utilizing POST (Peace Officers and Standards Training) grant funds, along with professional development and training funds, to create a standard of police academic and professional excellence within our field.

Council Goal B & E: Establish a clear and justifiable plan to address future staffing, facility, and equipment/technology needs to meet the growing demands of the City over the next 5-10 years, as well as meeting new legislative mandates before years' end. This plan will also include strategies to diversify our staffing, as well as re-imagining traditional police responses through partnerships and the expansion of the Police Services Technician program.

Council Goal B & E: To enhance the quality of life for Durango's residents and visitors, through the reduction of crime and the perception of crime using data-driven policing, modern technology, and equipment.

Council Goal A, B & D: Develop public and private partnerships to address the unique service needs of special populations through cooperative efforts to reduce recidivism, while continuing to enhance civility.

Council Goal E: Cooperate with federal, state, local, and other regional partners to identify, prevent, and respond to critical events which could threaten infrastructure and/or personal well-being of Durango's citizens and other visitors.

## FY 2020 Key Results

1. Recruiting efforts have netted eight (8) new officers year-to-date and energies continue to be prioritized to ensure enough resources are in place to meet the core functions of the department.

2. A reorganization of the department's functional structure has allowed us to be more versatile in the deployment of scarce human capital resources.

3. Restorative justice reform initiatives across the State of Colorado have provided new opportunities to develop diversion programs through a partnership with the District Attorney, which has allowed low-level criminal offenses based on status, from becoming criminal matters.

4. Building trust and relationships is the underlying function of community safety. This year we have placed a high value on social media efforts to engage with citizens, business owners, visitors, and regional partners. Greater transparency to the public was generated with the release of our rules and regulations manual and annual report which included information on our internal investigations and citizen complaint review panel findings. The creation of our Instagram account has assisted in broadening our footprint and has empowered our department to expand our message. Additionally, we have partnered with the Local News Network and the Durango Fire Protection District to feature monthly news segments highlighting our officers, to allow our community to "get to know" them as people.

5. Through partnerships developed while working in collaboration with the Athena Group, action steps have been taken to further the strategic vision of the joint "homelessness" plan.

6. Despite the challenges imposed by COVID-19, the personal development of our employees is essential to premiere law enforcement services. To date, our department has provided in excess of 1,500 hours of training to our employees. Though this is only one-third of the hours provided in 2019, our emphasis this year focused on personal protection, cultural awareness, de-escalation, social inclusion, and bias-motivated crimes, as well as to exceed the requirements of SB 20-217.

7. The ultimate factor determining if a police department is fulfilling its mission are results, and crime statistics are the measure. The Durango Police Department had achieved Part I crime reductions of over 4% for the past 5 years. Unfortunately, thus far in 2020 we have experienced an increase of Part I crimes by 24% through July. Many attributing factors have influenced the rise in crime such as depleted staffing numbers, COVID-19 restrictions, and the paralysis of the criminal justice system. All together, these events have turned the police into pure responders with little to no proactive effort, allowing crime and disorder to increase. Future crime initiatives must leverage technological advancements to enhance the capabilities and modernize crime prevention and apprehension techniques. As we re-imagine the culture of policing in Durango, new cooperatives are being scripted through our partnership with AXIS Mental Health to develop a joint response program to service non-criminal calls typically handled solely by the police department for people experiencing crisis and other social problems, allowing the police to focus energy and resources on criminal matters.

**Police Department Revenues and Expenditures**

Fund:11 Division 4210

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<b>Revenues</b>							
64219-Police Service Charges	35,428	40,000	40,000	30,000	30,000	30,000	(10,000)
64249-Police Sales	468	7,000	7,000	5,550		5,500	(7,000)
63550-Durango 9R School Resource Officer	-	105,274	105,274	105,274	105,274	105,274	0
66462-K9 Donations	745	1,000	1,000	-	-	-	(1,000)
63349-State Grants	284,263	202,128	202,128	202,128	120,761	120,761	(81,367)
63189-Federal Grants	40,011	90,046	90,046	90,046	90,046	90,046	-
<b>Expenditures</b>							
11199-Salaries	885,837	4,504,885	4,504,885	4,504,885	4,430,562	4,430,562	(74,323)
12199-Overtime	18,937	331,444	331,444	290,301	250,000	250,000	(81,444)
12399-DUI Overtime	64	17,000	14,700	7,000	17,000	17,000	2,300
14399-Insurance	233,019	1,305,561	1,305,561	1,305,561	1,213,099	1,213,099	(92,462)
14499-Death And Disability	5,180	54,957	54,957	54,957	57,071	57,071	2,114
14599-Retirement	33,450	68,494	68,494	68,494	67,626	67,626	(868)
14699-Pension	66,483	498,378	498,378	498,378	448,873	448,873	(49,505)
14799-Medicare	8,503	65,271	65,271	65,271	66,741	66,741	1,470
14999-Uniform Allowance	14,306	23,100	23,100	19,400	12,400	12,400	(10,700)
21199-Office Supplies	3,682	4,500	4,500	4,000	4,000	4,000	(500)
22599-Clothing and Uniforms	16,451	37,800	37,800	37,000	44,360	44,360	6,560
23199-Fuel	76,156	68,000	68,000	68,000	68,000	68,000	-
26999-Other Supplies	59,792	119,934	119,934	190,000	105,246	105,246	(14,688)
31299-Professional Services	15,913	15,985	15,985	15,000	15,985	15,985	-
31499-Other Contracted Services	296,645	353,486	353,486	350,000	134,616	134,616	(218,870)
31599-Software Maintenance	94,055	83,909	83,909	83,000	86,189	86,189	2,280
31899-POST Grant Services	228,246	-	115,941	-	-	-	(115,941)
32199-Printing	1,070	4,000	4,000	4,000	13,100	13,100	9,100
32299-Books, News & Periodicals	1,195	1,888	1,888	1,800	1,888	1,888	-
32399-Postage	3,486	4,500	4,500	4,400	4,500	4,500	-
33599-Dues And Memberships	2,200	3,635	3,635	3,500	3,535	3,535	(100)
33699-Recruitment	25,315	56,000	56,000	50,000	56,000	56,000	-
33899-Professional Development and Travel	8,063	25,300	25,300	20,000	25,300	25,300	-
33999-Training	28,695	38,954	38,954	20,000	30,000	30,000	(8,954)
34599-Utilities - Telephone	49,168	52,428	52,428	52,000	53,460	53,460	1,032
35599-Vehicle Techonology Replacement	96,032	96,019	96,019	96,019	124,728	124,728	28,709
35699-Vehicle Rent and Maintenance	566,886	578,415	578,415	578,415	575,694	575,694	(2,721)
36199-Repair & Maintenance	1,623	3,927	3,927	3,900	3,942	3,942	15
49199-Other Capital	25,533	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>2,865,985</b>	<b>8,417,770</b>	<b>8,531,411</b>	<b>8,395,281</b>	<b>7,913,915</b>	<b>7,913,915</b>	<b>(617,496)</b>

Police department State grants (106,083 POST,  
14,043 HVE)

120,761

# 911 Communications

## Summary of Changes

Authorized Personnel	FY20 FTE	2020 Current	FY21 FTE	2021 Proposed	2021 Adopted
Communications Technician Lead	1	65,761	1	68,290	68,290
Communications Technician II	1	46,364	1	48,147	48,147
Systems Analyst 911	1	66,886	1	69,458	69,458
Communications Technician Lead	1	55,080	1	57,199	57,199
Communications Technician Lead	1	55,080	1	57,199	57,199
Communications Technician I	1	42,149	1	43,770	43,770
Communications Technician II	1	46,364	1	48,147	48,147
Communications Technician II	1	46,364	1	48,147	48,147
Communications Technician II	1	46,364	1	48,147	48,147
Communications Technician I	1	42,149	1	43,770	43,770
Communications Technician II	1	53,193	1	55,239	55,239
Communications Technician II	1	49,143	1	51,033	51,033
Communications Technician I	1	42,149	1	43,770	43,770
Communications Technician II	1	48,553	1	50,420	50,420
Acting 911 Communications Director	1	107,195	1		107,195
Communications Operations Supervisor	1	79,734	1	82,801	82,801
Communications Technician II	1	50,234	1	52,166	52,166
Communications Technician II	1	48,449	1	50,312	50,312
Communications Technician Lead	1	58,145	1	60,381	60,381
Administrative Specialist	1	46,772	1	48,570	48,570
<b>Total</b>	<b>20</b>	<b>1,096,124</b>	<b>20</b>	<b>1,026,965</b>	<b>1,134,160</b>

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	1,031,351	1,063,000	1,063,000	1,063,000	1,121,666	1,121,666	58,666
Personnel Services	1,550,061	1,627,695	1,627,695	1,593,691	1,559,155	1,559,155	(68,540)
Materials and Supplies	5,803	6,514	6,514	4,892	6,515	6,515	1
Charges and Services	78,607	103,126	103,126	83,780	171,044	171,044	67,918
Operating Capital	-	28,000	28,000	-	-	-	(28,000)
<b>Total</b>	<b>1,634,471</b>	<b>1,765,335</b>	<b>1,765,335</b>	<b>1,682,363</b>	<b>1,736,714</b>	<b>1,736,714</b>	<b>(28,621)</b>
<b>Change over 2020 Revised Budget</b>							<b>-2%</b>
<b>% change over 2020 Revised Budget</b>							

# 911 Communications

## Mission

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The 911 Communications division provides emergency communications to the citizens of the City and County with an enhanced 9-1-1 center. The Center provides communications to the responding agencies who in turn provide law enforcement, fire, medical and human services. The 911 Center works to ensure officer safety as well as swift response time in unforeseen and sometimes dangerous situations. The 911 staff promptly and professionally answer calls for assistance and determine which responder(s) is the most appropriate agency in any given circumstance.

## FY 2021 Goals and Objectives

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### Goal A - DEI alignment

- a.CodeRED
- b.Language Line
- c.TDD – Telecommunication Device for the Deaf
- d.Text-to-911

### Goal C

- a.Continued community engagement and 911 education
- b.Provide sense of safety through 911 dispatch services by meeting and exceeding national call standards
- c.Continued support for the State SchoolSAFE project

### Goal E

- a.Support and implementation of Police and mental health Co-Responder program
- b.Maintain outstanding responder safety protocols
- c.Regional MCU availability
- d.Spillman record management and consolidation

## FY 2020 Key Results

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- 1.Covid-19 modifications
  - a.Cleaning and safety
  - b.Shift separation / Console delegation
- 2.ESInet migration completion
- 3.UPS replacement
- 4.Mobile Command Unit project completion
- 5.iPAWS compliance and implementation
- 6.Public rollout for Text-to-911
- 7.Dispatcher recognition as First Responders
- 8.Foreign language addition to CodeRED



## 911 Communications Revenues and Expenditures

Fund:11 Division: 4212

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Revenues</u>							
63549-Police Dispatch Fees	1,031,351	1,063,000	1,063,000	1,063,000	1,121,666	1,121,666	58,666
<u>Expenditures</u>							
11199-Salaries	1,014,589	1,087,769	1,087,769	1,016,125	1,026,966	1,026,966	(60,803)
11299-Part Time Salaries	2,063	12,360	12,360	-	-	-	(12,360)
12199-Overtime	75,561	40,000	40,000	90,000	90,000	90,000	50,000
14299-FICA	128	744	744	744	744	744	-
14399-Insurance	307,649	337,307	337,307	337,307	291,652	291,652	(45,655)
14599-Retirement	120,252	127,088	127,088	127,088	127,488	127,488	400
14799-Medicare	14,823	16,627	16,627	16,627	16,505	16,505	(122)
15199-Unemployment	14,996	5,800	5,800	5,800	5,800	5,800	-
21199-Office Supplies	839	814	814	532	815	815	1
22599-Clothing and Uniforms	-	1,000	1,000	-	1,000	1,000	-
23199-Fuel	1,033	1,000	1,000	660	1,000	1,000	-
26999-Other Supplies	3,932	3,700	3,700	3,700	3,700	3,700	-
31399-Liability Insurance	5,765	6,118	6,118	6,118	6,118	6,118	-
31499-Other Contracted Services	4,218	23,506	23,506	6,566	23,466	23,466	(40)
32199-Printing	-	50	50	-	1,600	1,600	1,550
32299-Books, News & Periodicals	154	204	204	154	254	254	50
32399-Postage	7	45	45	25	45	45	-
33599-Dues And Memberships	326	321	321	94	330	330	9
33899-Professional Development and Travel	1,635	1,647	1,647	1,000	2,000	2,000	353
33999-Training	3,588	4,606	4,606	3,000	4,000	4,000	(606)
34199-Utilities - Electric	23,632	24,000	24,000	24,000	24,000	24,000	-
34299-Utilities - Water, Sewer, Trash	6,049	6,000	6,000	6,000	6,000	6,000	-
34399-Utilities - Gas	1,673	1,948	1,948	1,948	1,948	1,948	-
34599-Utilities - Telephone	17,583	16,700	16,700	17,156	74,370	74,370	57,670
35699-Vehicle Rent and Maintenance	10,382	10,644	10,644	10,382	10,742	10,742	98
36199-Repair & Maintenance	3,594	7,337	7,337	7,337	16,171	16,171	8,834
49199-Other Capital	-	28,000	28,000	-	-	-	(28,000)
<b>Total Expenditures</b>	<b>1,634,471</b>	<b>1,765,335</b>	<b>1,765,335</b>	<b>1,682,363</b>	<b>1,736,714</b>	<b>1,736,714</b>	<b>(28,621)</b>

# Fire District

## Mission

This division provides the funding for contracting for fire and rescue services and for annual required contributions into the Old Hire Fire Pension Plan.

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	-	-	-	-	-	-	-
Personnel Services	-	-	-	-	-	-	-
Materials and Supplies	-	-	-	-	-	-	-
Charges and Services	5,440,303	5,746,144	5,746,144	5,746,144	5,791,383	5,791,383	45,239
Operating Capital	-	-	-	-	-	-	-
<b>Total</b>	<b>5,440,303</b>	<b>5,746,144</b>	<b>5,746,144</b>	<b>5,746,144</b>	<b>5,791,383</b>	<b>5,791,383</b>	<b>45,239</b>
<b>Change over 2020 Revised Budget</b>							<b>45,239</b>
<b>% change over 2020 Revised Budget</b>							<b>1%</b>

## Revenues and Expenditures

Fund:11 Division: 4220

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Expenditures</u>							
31299-Professional Services	142,388	137,304	137,304	137,304	137,304	137,304	-
31499-Other Contracted Services	5,297,915	5,608,840	5,608,840	5,608,840	5,654,079	5,654,079	45,239
<b>Total Expenditures</b>	<b>5,440,303</b>	<b>5,746,144</b>	<b>5,746,144</b>	<b>5,746,144</b>	<b>5,791,383</b>	<b>5,791,383</b>	<b>45,239</b>

# City Operations

## Divisions

Street Maintenance  
 Snow & Ice  
 Street Cleaning

## Summary of Changes

Authorized Personnel	FY20 FTE	2020		2021	2021
		Current	FY21 FTE	Proposed	Adopted
Streets Supervisor	1	61,340	1	63,699	63,699
Senior Streets Operator	1	49,822	1	51,738	51,738
Senior Streets Operator	1	46,364	1	48,147	48,147
Streets Operator	1	42,404	1	44,035	44,035
Streets Operator	1	42,149	1	43,770	43,770
Streets Operator	1	42,149	1	43,770	43,770
Streets Operator	1	42,149	1	43,770	43,770
Streets Operator	1	42,149	1	43,770	43,770
Streets Operator	1	42,149	1	43,770	43,770
Streets Supervisor	1	57,519	1	59,731	59,731
Sign Technician	1	52,953	1	54,989	54,989
Streets Manager	1	80,616	1	83,717	83,717
Streets Operator	1	42,149	1	43,770	43,770
Streets Operator	1	42,149	1	43,770	43,770
Streets Operator	1	50,232	1	52,164	52,164
<b>Total</b>	<b>15</b>	<b>736,290</b>	<b>15</b>	<b>764,609</b>	<b>764,609</b>

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	846,450	2,419,713	2,419,713	2,416,913	2,362,450	2,362,450	(57,263)
Personnel Services	1,085,644	1,223,923	1,223,923	1,027,603	1,154,411	1,154,411	(69,511)
Materials and Supplies	296,980	335,850	335,850	232,050	281,200	281,200	(54,650)
Charges and Services	1,189,245	1,374,568	1,374,568	1,265,368	1,277,794	1,277,794	(96,774)
Operating Capital	-	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>2,571,870</b>	<b>2,934,341</b>	<b>2,934,341</b>	<b>2,525,021</b>	<b>2,713,405</b>	<b>2,713,405</b>	<b>(220,935)</b>
<b>Change over 2020 Revised Budget</b>							<b>(220,935)</b>
<b>% change over 2020 Revised Budget</b>							<b>-8%</b>

# Streets Maintenance

## Mission

The Street Maintenance Division provides maintenance and repair of 78 center lane miles of streets within the City of Durango. The Street Division's functions include: street maintenance, patching, concrete repair and replacement, alley maintenance, storm drain maintenance and cleaning, sign maintenance and installation, street centerline painting, curb painting, graffiti removal, spring and fall clean-up, and school crossing/light maintenance. Division functions also include street reconstruction, overlays, and pavement surface treatments.

## FY 2021 Goals and Objectives

Implement new 5-year and 10-year street rehabilitation program, including storm drain and ADA improvements prior to street reconstruction.

Continue general street maintenance activities.

## FY 2020 Key Results

Changed Lane Layouts on Main Ave from 15th St to College Drive.

FY2020 the Street Division so far, has used 170 tons of asphalt for patching, patching 1,089 potholes, 4 tons of crack fill material, sealing 5,000 LF of cracks, repaired or replaced 915 street signs, blade maintained 2.5 miles of alleys, and used 2,005 gallons of paint for street and curb markings.

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	-	1,703,154	1,703,154	1,703,154	1,703,154	1,703,154	-
Personnel Services	648,813	751,953	751,953	606,928	687,751	687,751	(64,202)
Materials and Supplies	168,208	206,700	206,700	155,050	166,050	166,050	(40,650)
Charges and Services	688,264	760,414	760,414	721,214	730,496	730,496	(29,918)
Operating Capital	-	-	-	-	-	-	-
<b>Total</b>	1,505,286	1,719,067	1,719,067	1,483,192	1,584,297	1,584,297	(134,770)
<b>Change over 2020 Revised Budget</b>							<b>(134,770)</b>
<b>% change over 2020 Revised Budget</b>							<b>-8%</b>

## Street Maintenance Revenues and Expenditures

Fund: 11 Division: 4312

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<b>Revenues</b>							
66629-Interfund Transfer	-	1,703,154	1,703,154	1,703,154	1,703,154	1,703,154	-
<b>Expenditures</b>							
11199-Salaries	395,132	453,279	453,279	397,828	468,073	468,073	14,794
12199-Overtime	50,079	64,798	64,798	20,000	40,000	40,000	(24,798)
14399-Insurance	148,299	168,481	168,481	135,000	120,467	120,467	(48,014)
14599-Retirement	49,154	58,822	58,822	48,000	52,424	52,424	(6,398)
14799-Medicare	6,149	6,573	6,573	6,100	6,787	6,787	214
21199-Office Supplies	262	200	200	50	100	100	(100)
22599-Clothing and Uniforms	6,860	7,000	7,000	5,000	5,950	5,950	(1,050)
23199-Fuel	50,050	35,000	35,000	35,000	40,000	40,000	5,000
24299-Signs and Parts	12,369	30,000	30,000	25,000	25,000	25,000	(5,000)
24399-Painting Supplies	36,731	50,000	50,000	35,000	40,000	40,000	(10,000)
25199-Repair Parts & Materials	51,060	64,000	64,000	45,000	45,000	45,000	(19,000)
26399-Traffic Control Devices	-	5,500	5,500	-	-	-	(5,500)
26999-Other Supplies	10,877	15,000	15,000	10,000	10,000	10,000	(5,000)
31499-Other Contracted Services	3,000	12,500	12,500	5,000	8,000	8,000	(4,500)
31599-Software Maintenance	-	400	400	-	400	400	-
32199-Printing	-	1,000	1,000	500	-	-	(1,000)
32599-Ad Placement	6,177	15,000	15,000	8,000	6,000	6,000	(9,000)
33599-Dues And Memberships	-	300	300	-	-	-	(300)
33899-Professional Development and Travel	1,170	5,000	5,000	1,000	1,000	1,000	(4,000)
34199-Utilities - Electric	280,081	300,000	300,000	315,000	315,000	315,000	15,000
34299-Utilities - Water, Sewer, Trash	513	750	750	750	750	750	-
34599-Utilities - Telephone	4,663	3,855	3,855	3,855	3,855	3,855	-
35699-Vehicle Rent and Maintenance	338,596	359,109	359,109	359,109	362,991	362,991	3,882
35799-Rentals	3,085	2,500	2,500	-	2,500	2,500	-
36199-Repair & Maintenance	50,979	60,000	60,000	28,000	30,000	30,000	(30,000)
49199-Other Capital	-	-	-	-	-	-	-
<b>Totals</b>	<b>1,505,286</b>	<b>1,719,067</b>	<b>1,719,067</b>	<b>1,483,192</b>	<b>1,584,297</b>	<b>1,584,297</b>	<b>(134,770)</b>

# Snow and Ice

## Mission

Snow and Ice Division’s objective is the orderly and safe movement of traffic. This program is on call 24 hours a day in the winter in order to prevent the accumulation of hazardous amounts of snow and ice on the streets. Snow and ice are removed and streets are sanded in order that citizens may travel safely. The Division plows and maintains 78 center lane miles of roads, and all alleys in the City of Durango. Year to date, 2020, the Division removed 265 cubic yards of snow, using 689-man hours, plowing and spreading 157 tons of sand, and utilized a total of 0 hours outside contractor hours.

## 2021 Goals and Objectives

Continue the snow plowing and removal program and operate the “snow phone line” service and Command Center.

## 2020 Results

FY2020 the Street Division so far, has spent 689 hours plowing snow in the City of Durango. This budget has paid for the removal of 69 large dump truck loads of snow from town.

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	668,725	526,559	526,559	526,559	472,296	472,296	54,263
Personnel Services	281,511	321,338	321,338	284,000	300,868	300,868	20,470
Materials and Supplies	110,858	115,000	115,000	67,000	105,000	105,000	10,000
Charges and Services	314,896	405,498	405,498	335,498	345,498	345,498	60,000
Operating Capital	-	-	-	-	-	-	-
<b>Total</b>	707,264	841,836	841,836	686,498	751,366	751,366	90,470
<b>Change over 2020 Revised Budget</b>							<b>90,470</b>
<b>% change over 2020 Revised Budget</b>							<b>11%</b>

## Snow & Ice Revenues and Expenditures

Fund: 11 Division:4313

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Revenues</u>							
63439-Highway User Tax Distribution	668,725	526,559	526,559	526,559	472,296	472,296	(54,263)
<u>Expenditures</u>							
11199-Salaries	170,538	194,263	194,263	170,000	200,603	200,603	6,340
11299-Part Time Salaries	-	2,060	2,060	-	2,060	2,060	-
12199-Overtime	21,975	23,093	23,093	5,000	20,000	20,000	(3,093)
12299-Part Time Overtime	-	1,545	1,545	-	1,000	1,000	(545)
14299-FICA	-	217	217	-	200	200	(17)
14399-Insurance	65,022	72,206	72,206	60,000	51,629	51,629	(20,577)
14599-Retirement	21,311	24,705	24,705	21,000	22,467	22,467	(2,238)
14799-Medicare	2,665	3,249	3,249	28,000	2,909	2,909	(340)
23199-Fuel	23,149	40,000	40,000	7,000	30,000	30,000	(10,000)
26999-Other Supplies	87,709	75,000	75,000	60,000	75,000	75,000	-
31499-Other Contracted Services	58,073	90,000	90,000	20,000	30,000	30,000	(60,000)
35699-Vehicle Rent and Maintenance	256,823	315,498	315,498	315,498	315,498	315,498	-
<b>Total Expenditures</b>	<b>707,264</b>	<b>841,836</b>	<b>841,836</b>	<b>686,498</b>	<b>751,366</b>	<b>751,366</b>	<b>(90,470)</b>

# Street Cleaning

## Mission

Street Cleaning sweeps the City's streets and gutters in order to keep them as free as possible of dirt and debris. Spring and Fall cleanup, illegal dumping and disposal of dead animal landfill tipping fees also make up a significant portion of this budget. This contributes to the aesthetics, health and the sanitation of the City.

## FY 2021 Goals and Objectives

FY2020 the Street Division so far, by mid-year, has traveled 6,108 miles in 1,203 labor hours, and removed 2,250 cubic yards of debris from the City of Durango streets. Streets Division removed 6,581 cubic yards of debris during Spring and Fall cleanup and removed 10 dead deer from the City.

## FY 2020 Key Results

FY2020 the Street Division so far, by mid-year, has traveled 6,108 miles in 1,203 labor hours, and removed 2,250 cubic yards of debris from the City of Durango streets. Streets Division removed 6,581 cubic yards of debris during Spring and Fall cleanup and removed 10 dead deer from the City.

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	177,725	190,000	190,000	187,200	187,000	187,000	(3,000)
Personnel Services	155,320	150,632	150,632	136,675	165,793	165,793	15,161
Materials and Supplies	17,915	14,150	14,150	10,000	10,150	10,150	(4,000)
Charges and Services	186,085	208,656	208,656	208,656	201,800	201,800	(6,856)
Operating Capital	-	-	-	-	-	-	-
<b>Total</b>	359,320	373,438	373,438	355,331	377,743	377,743	4,305
<b>Change over 2020 Revised Budget</b>							<b>4,305</b>
<b>% change over 2020 Revised Budget</b>							<b>1%</b>



## Street Cleaning Revenues and Expenditures

Fund: 11 Division: 4314

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Revenues</u>							
66509-Fall/Spring Cleanup Fee	177,725	190,000	190,000	187,200	187,000	187,000	(3,000)
<u>Expenditures</u>							
11199-Salaries	94,793	97,682	97,682	90,000	95,934	95,934	(1,748)
12199-Overtime	14,520	5,020	5,020	4,000	5,000	5,000	(20)
14399-Insurance	32,530	33,166	33,166	30,148	52,723	52,723	19,557
14599-Retirement	11,967	13,072	13,072	11,091	10,745	10,745	(2,327)
14799-Medicare	1,509	1,692	1,692	1,436	1,391	1,391	(301)
23199-Fuel	17,915	14,000	14,000	10,000	10,000	10,000	(4,000)
26999-Other Supplies	-	150	150	-	150	150	-
31499-Other Contracted Services	54,524	72,800	72,800	72,800	68,800	68,800	(4,000)
35699-Vehicle Rent and Maintenance	131,561	135,856	135,856	135,856	133,000	133,000	(2,856)
<b>Total Expenditures</b>	<b>359,320</b>	<b>373,438</b>	<b>373,438</b>	<b>355,331</b>	<b>377,743</b>	<b>377,743</b>	<b>4,305</b>

# Building and Plant- City Operations

## Mission

This division provides for utilities (with a focus on environmental sustainability), building maintenance for the following administrative office buildings: City Hall, River City Hall, Carnegie Building, Police Department and Three Springs Police Substation, as well as streetscape maintenance to help maintain the historic feel of the CBD. This division provides for managed employee housing and cell tower lease management.

## FY2021 Goals and Objectives

B.4 - Support an effective organization

## FY2020 Key Results

Completed backup generator replacement on Smelter tower.

<b>Authorized Personnel</b>	<b>FY20 FTE</b>	<b>2020 Current</b>	<b>FY21 FTE</b>	<b>2021 Proposed</b>	<b>2021 Adopted</b>
Custodian-City Operations	1	31,595	1	32,810	32,810
Custodian-City Operations	1	31,595	1	32,810	32,810
Senior Facilities Maintenance Technician	1	46,628	1	48,422	48,422
City Operations Director	1	138,613	1	143,945	143,945
Senior Custodian	1	34,755	1	36,091	36,091
<b>Total</b>	<b>5</b>	<b>283,187</b>	<b>5</b>	<b>294,078</b>	<b>294,078</b>

<b>Class</b>	<b>2019 Actual</b>	<b>2020 Adopted</b>	<b>2020 Revised</b>	<b>2020 Est. Actual</b>	<b>2021 Proposed</b>	<b>2021 Adopted</b>	<b>Budget Variance</b>
Program Revenue	-	-	-	-	-	-	-
Personnel Services	344,626	414,056	414,056	339,676	422,945	422,945	8,889
Materials and Supplies	24,849	20,975	20,975	20,275	20,375	20,375	(600)
Charges and Services	464,732	459,732	459,732	438,883	430,694	430,694	(29,038)
Operating Capital	97,345	110,000	110,000	35,000	80,000	80,000	(30,000)
<b>Total</b>	<b>931,552</b>	<b>1,004,763</b>	<b>1,004,763</b>	<b>833,834</b>	<b>954,014</b>	<b>954,014</b>	<b>(50,749)</b>
<b>Change over 2020 Revised Budget</b>							<b>(50,749)</b>
<b>% change over 2020 Revised Budget</b>							<b>-5%</b>

## Building and Plant Revenues and Expenditures

Fund:11 Division: 4911

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Expenditures</u>							
11199-Salaries	249,119	283,189	283,189	248,681	294,078	294,078	10,889
12199-Overtime	2,058	4,000	4,000	4,000	2,000	2,000	(2,000)
14399-Insurance	62,463	89,800	89,800	55,344	89,800	89,800	-
14599-Retirement	27,546	32,818	32,818	27,987	32,818	32,818	-
14799-Medicare	3,441	4,249	4,249	3,664	4,249	4,249	-
21199-Office Supplies	188	250	250	250	250	250	-
22599-Clothing and Uniforms	426	500	500	500	400	400	(100)
23199-Fuel	4,876	4,200	4,200	3,500	3,700	3,700	(500)
26999-Other Supplies	19,359	16,025	16,025	16,025	16,025	16,025	-
31499-Other Contracted Services	37,012	39,824	39,824	39,824	39,824	39,824	-
31599-Software Maintenance	2,305	2,305	2,305	2,305	2,305	2,305	-
32099-Housing	18,921	25,038	25,038	25,038	23,306	23,306	(1,732)
32399-Postage	-	100	100	150	100	100	-
32799-Credit Card Fees	108,255	70,000	70,000	64,300	70,000	70,000	-
33799-Auto Allowance & Mileage	-	600	600	-	600	600	-
33899-Professional Development and	-	1,000	1,000	1,000	-	-	(1,000)
34199-Utilities - Electric	67,667	85,000	85,000	76,983	75,000	75,000	(10,000)
34299-Utilities - Water, Sewer, Trash	82,725	80,000	80,000	75,000	80,000	80,000	-
34399-Utilities - Gas	20,073	22,000	22,000	17,586	20,000	20,000	(2,000)
34599-Utilities - Telephone	26,368	27,000	27,000	24,189	20,000	20,000	(7,000)
35699-Vehicle Rent and Maintenance	41,668	36,525	36,525	41,668	38,559	38,559	2,034
35799-Rentals	-	500	500	1,000	-	-	(500)
36199-Repair & Maintenance	47,858	63,840	63,840	63,840	55,000	55,000	(8,840)
36299-Streetscape Maintenance	11,880	6,000	6,000	6,000	6,000	6,000	-
49199-Other Capital	97,345	110,000	110,000	35,000	80,000	80,000	(30,000)
<b>Totals</b>	<b>931,552</b>	<b>1,004,763</b>	<b>1,004,763</b>	<b>833,834</b>	<b>954,014</b>	<b>954,014</b>	<b>(4,443)</b>

# Parks and Recreation Department

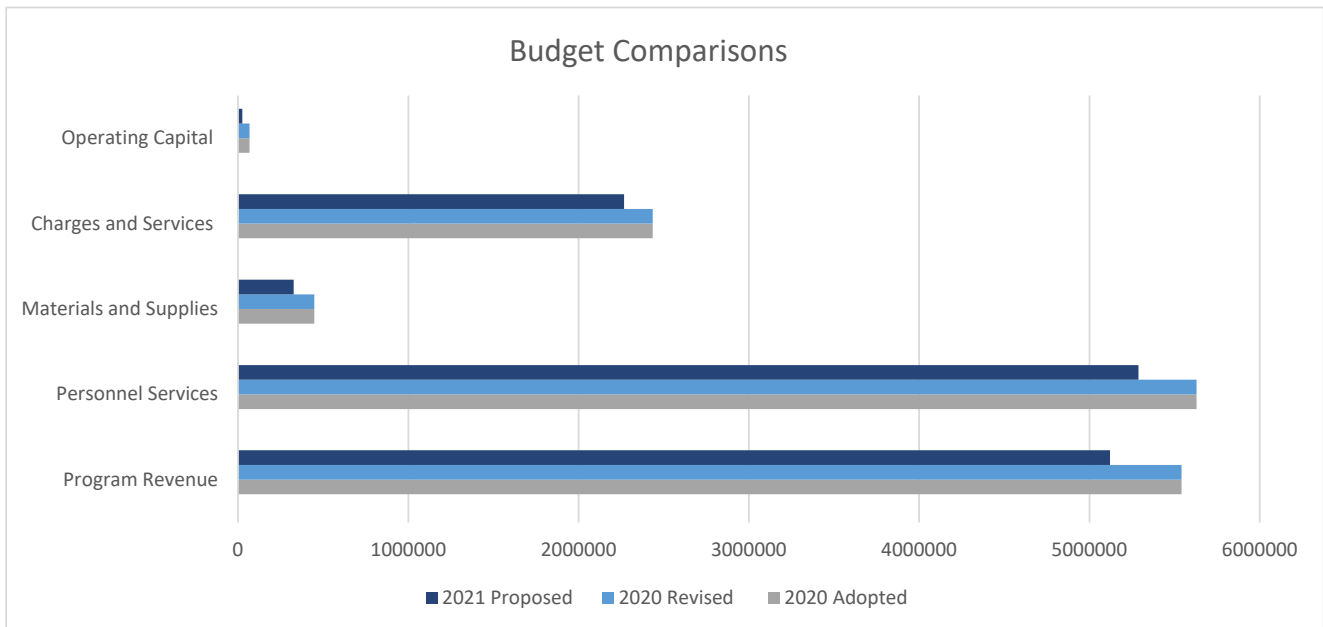
## Summary of Changes

Revenue reductions due COVID-19 Pandemic

Authorized Personnel	FY20 FTE	2020	FY21 FTE	2021	2021
		Current		Proposed	Adopted
Financial Services Administrator	1	62,590	1	64,997	64,997
Marketing and Communications Specialist	1	54,129	1	56,211	56,211
Administrative Specialist	1	42,149	1	43,770	43,770
Parks & Recreation Director	1	141,305	1	146,740	146,740
<b>Parks and Recreation Administration Total</b>	<b>4</b>	<b>300,172</b>	<b>4</b>	<b>311,717</b>	<b>311,717</b>
Arborist	1	46,364	1	48,147	48,147
Landscape Architect/Project Manager	1	80,876	1	83,986	83,986
Parks Maintenance Technician	1	49,275	1	51,170	51,170
Parks, Open Space and Trails Supervisor	1	66,647	1	69,210	69,210
Assistant Parks Director	1	97,528	1	101,279	101,279
Senior Parks Maintenance Technician	1	42,149	1	43,770	43,770
Landscape Architect/Project Manager	1	66,647	1	69,210	69,210
Senior Parks Maintenance Technician	1	50,012	1	51,935	51,935
Acting Arborist Supervisor	1	55,080	1	57,199	57,199
Parks Supervisor	1	55,080	1	57,199	57,199
<b>Parks Development &amp; Maintenance Total</b>	<b>10</b>	<b>609,656</b>	<b>10</b>	<b>633,105</b>	<b>633,105</b>
Senior Parks Maintenance Technician	1	44,405	1	46,113	46,113
Cemetery Supervisor	1	60,588	1	62,918	62,918
<b>Cemetery Total</b>	<b>2</b>	<b>104,993</b>	<b>2</b>	<b>109,032</b>	<b>109,032</b>
Community Events Administrator	1	55,080	1	57,198	57,198
Senior Parks Maintenance Technician-Lake Nigl	1	42,149	1	43,770	43,770
Natural Resources Manager	1	80,616	1	83,717	83,717
Lake Nighthorse Operations Supervisor	1	66,647	1	69,210	69,210
<b>Lake Nighthorse Total</b>	<b>3</b>	<b>189,412</b>	<b>3</b>	<b>196,697</b>	<b>196,697</b>
Recreation Supervisor-Adults/Teens	1	55,080	1	57,198	57,198
Recreation Supervisor-Youth Programs	1	55,080	1	57,198	57,198
<b>Recreation Admin Total</b>	<b>2</b>	<b>110,160</b>	<b>2</b>	<b>114,397</b>	<b>114,397</b>
Recreation Coordinator-Gymnastics	1	46,364	1	48,147	48,147
Recreation Supervisor-Gymnastics	1	55,080	1	57,198	57,198
<b>Gymnastics Total</b>	<b>2</b>	<b>101,444</b>	<b>2</b>	<b>105,345</b>	<b>105,345</b>
Recreation Coordinator-Chapman Hill	1	46,364	1	48,147	48,147
Chapman Hill Operations Supervisor	1	68,041	1	70,658	70,658
<b>Chapman Hill Total</b>	<b>2</b>	<b>114,405</b>	<b>2</b>	<b>118,805</b>	<b>118,805</b>
Recreation Supervisor	1	69,127	1	71,786	71,786
Aquatics Operations Supervisor	1	66,647	1	69,210	69,210
Assistant Recreation Director	1	101,027	1	104,913	104,913
Recreation Supervisor-Childcare & Special Even	1	55,080	1	57,198	57,198
Senior Custodian	1	34,755	1	36,091	36,091
Acting Recreation Facilities Technician	1	50,073	1	51,999	51,999

Recreation Center Manager	1	80,616	1	83,717	83,717
Recreation Coordinator-Aquatics	1	46,364	1	48,147	48,147
Recreation Technician	1	38,230	1	39,701	39,701
Senior Custodian	1	34,755	1	36,091	36,091
Senior Lifeguard	1	38,230	1	39,701	39,701
Parks Maintenance Technician	1	38,257	1	39,728	39,728
Recreation Facility Maintenance Supervisor	1	66,647	1	69,210	69,210
<b>Recreation Center Operations Total</b>	<b>13</b>	<b>719,807</b>	<b>13</b>	<b>747,492</b>	<b>747,492</b>
<b>Total</b>	<b>39</b>	<b>2,305,129</b>	<b>39</b>	<b>2,393,788</b>	<b>2,393,788</b>

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	4,624,124	5,540,237	5,540,237	3,216,875	5,121,077	5,121,077	(419,160)
Personnel Services	4,876,362	5,629,015	5,629,015	4,029,211	5,287,707	5,287,707	(341,308)
Materials and Supplies	324,347	447,505	447,505	258,088	326,961	326,961	(120,544)
Charges and Services	2,142,920	2,434,554	2,434,554	1,905,334	2,266,466	2,266,466	(168,088)
Operating Capital	-	67,000	67,000	31,750	25,000	25,000	(42,000)
<b>Total</b>	<b>7,343,628</b>	<b>8,578,074</b>	<b>8,578,074</b>	<b>6,224,383</b>	<b>7,906,134</b>	<b>7,906,134</b>	<b>(671,940)</b>
<b>Change over 2020 Revised Budget</b>							<b>(671,940)</b>
<b>% change over 2020 Revised Budget</b>							<b>-8%</b>



# Parks and Recreation Administration

## Mission

The administration and management of activities associated with capital improvements of Parks and Recreation Department facilities, Recreation Division programs, Recreation Center, Chapman Hill, Mason Center, Durango Gymnastics, Parks, Lake Nighthorse, Open Space, Trails, Forestry, Cemetery, Community Special Events, and the Animas River.

## FY 2021 Goals and Objectives

Goal A: Incorporated the initiative to continue to enhance the provision of services to meet community diversity, equity, and inclusion in the 2020 - 2024 Parks and Recreation Department Strategic Plan. Specific example includes: the 2021 Budget includes funding for the provision of scholarships to individuals with disabilities or in need of financial assistance.

Goal B: Improve environmental sustainability with fire mitigation. Specific example includes: the 2021 Budget includes funding for additional wildland urban interface fire mitigation in collaboration with the Fire Adapted Durango Partnership.

Goal B: Improve fiscal sustainability. Specific example includes: the 2021 Budget includes decreasing the subsidy from the General Fund for the provision of recreation programs. The targeted cost recovery for Recreation Division programs is 93%, instead of the historic 90% cost recovery.

Goal C: Expand Durango's unique identity as a driver of enhanced quality of life and sense of place. Specific example includes: the 2021 Budget includes funding the development of Phase I of Durango Mesa Park as an iconic place.

Goal C: Maintain and enhance the quality of existing Parks and Recreation facilities. Specific example includes: the 2021 Budget includes funding the removal of the Mason Center building, except the gymnasium, and refurbishing the former building site in the park.

Goal C: Maintain and expand soft and hard-surface trail systems. Specific example includes: the 2021 Budget includes funding for the final design and development of construction documents for the SMART 160 Trail East from the Farmington Hill south Durango water tank access road to the CDOT interchange.

## FY 2020 Key Results

National re-accreditation by the Commission for Accreditation of Park and Recreation Agencies.

Maintain and enhance the quality of Parks and Recreation Department facilities, amenities and programs. Specific examples include upgrading the lighting in the Durango Community Recreation Center to LED fixtures and replacement of the rubber flooring at Chapman Hill pavilion.

Promote and enhance responsible stewardship of natural resources. Specific examples include fire mitigation in the wildland urban interface and development and maintenance of natural surface trails in partnership with Durango Trails.

Provide economic benefits by the implementation of numerous park and trail capital development projects; open space preservation and stewardship; and continued the successful operation of Lake Nighthorse Recreation Area. Specific examples include the development of the Lake Nighthorse swim beach and implementation of the Durango Mesa Park plan.

Foster community trust by demonstrating open and transparent governance in the implementation of the adopted 2020 Parks, Open Space, Trails, and Recreation Master Plan.

Provided the leadership to work with Council appointed Advisory Boards to prioritize future capital improvements and identify strategic initiatives, incorporating public input, in the development of the 2020 - 2024 Parks and Recreation Department Strategic Plan.

The Department Director was appointed to serve on the National Gold Medal Award panel of judges and completed the fifth and final year as the Head Judge.

<b>Class</b>	<b>2019 Actual</b>	<b>2020 Adopted</b>	<b>2020 Revised</b>	<b>2020 Est. Actual</b>	<b>2021 Proposed</b>	<b>2021 Adopted</b>	<b>Budget Variance</b>
Program Revenue	30,773	33,800	33,800	25,800	33,800	33,800	-
Personnel Services	413,503	435,958	435,958	401,655	426,026	426,026	(9,932)
Materials and Supplies	8,194	10,000	10,000	4,500	8,200	8,200	(1,800)
Charges and Services	39,073	57,268	57,268	33,287	54,037	54,037	(3,231)
Operating Capital	-	-	-	-	-	-	-
<b>Total</b>	<b>460,770</b>	<b>503,226</b>	<b>503,226</b>	<b>439,442</b>	<b>488,263</b>	<b>488,263</b>	<b>(14,963)</b>
<b>Change over 2020 Revised Budget</b>							<b>(14,963)</b>
<b>% change over 2020 Revised Budget</b>							<b>-3%</b>

## Parks and Recreation Administration Revenues and Expenditures

Fund: 11 Division: 4410

<b>Object</b>	<b>2019 Actual</b>	<b>2020 Adopted</b>	<b>2020 Revised</b>	<b>2020 Est. Actual</b>	<b>2021 Proposed</b>	<b>2021 Adopted</b>	<b>Budget Variance</b>
<u>Revenues</u>							
64696-Special Event Fees-Parks and Recreation	20,039	23,000	23,000	15,000	23,000	23,000	-
62129- Rafters Permits	10,500	10,500	10,500	10,500	10,500	10,500	-
66459-Recreation Donations	234	300	300	300	300	300	-
<u>Expenditures</u>							
11199-Salaries	291,247	300,164	300,164	290,000	311,717	311,717	11,553
11299-Part Time Salaries	19,342	25,845	25,845	9,000	21,256	21,256	(4,589)
12199-Overtime	-	100	100	-	100	100	-
14299-FICA	1,213	1,602	1,602	558	1,318	1,318	(284)
14399-Insurance	65,056	65,281	65,281	65,281	52,203	52,203	(13,078)
14599-Retirement	32,299	38,237	38,237	32,480	34,912	34,912	(3,325)
14799-Medicare	4,346	4,729	4,729	4,336	4,520	4,520	(209)
21199-Office Supplies	5,884	7,500	7,500	3,000	6,200	6,200	(1,300)
26999-Other Supplies	2,310	2,500	2,500	1,500	2,000	2,000	(500)
31499-Other Contracted Services	-	12,000	12,000	1,500	-	-	(12,000)
31599-Software Maintenance	23,609	26,350	26,350	22,254	23,965	23,965	(2,385)
32199-Printing	-	-	-	-	11,664	11,664	11,664
32399-Postage	265	450	450	350	400	400	(50)
32799-Credit Card Fees	2,848	3,500	3,500	3,000	3,500	3,500	-
33599-Dues And Memberships	1,356	1,600	1,600	1,275	1,500	1,500	(100)
33799-Auto Allowance & Mileage	3,766	4,000	4,000	3,900	4,000	4,000	-
33899-Professional Development and Travel	6,222	8,000	8,000	-	8,000	8,000	-
34599-Utilities - Telephone	1,008	1,168	1,168	1,008	1,008	1,008	(160)
36199-Repair & Maintenance	-	200	200	-	-	-	(200)
<b>Total Expenditures</b>	<b>460,770</b>	<b>503,226</b>	<b>503,226</b>	<b>439,442</b>	<b>488,263</b>	<b>488,263</b>	<b>(14,963)</b>

# Parks Maintenance

## Mission

The administration and management of the Parks Division includes oversight of park, trail, and open space capital improvement projects. The Division provides for the operation, maintenance, management, and supervision of all City parks, open space, forestry, trails, the Animas River, Lake Nighthorse, City road rights-of-way, and the grounds of City owned properties. The Parks Division maintains 33 parks that encompass approximately 306 acres of land, 3,026 acres of open space, 1,926.7 acres at Lake Nighthorse Recreation Area, 15.8 miles of hard surface trails, 96.5 miles of natural surface trails, 10,976 trees, and 8.4 miles of the Animas River in town.

## FY 2021 Goals and Objectives

Goal B: Improve environmental sustainability and encourage responsible stewardship of resources. Specific example includes: the 2021 Budget includes funding for fire mitigation in the wildland urban interface.

Goal C: Maintain and enhance the quality of existing Parks and Recreation facilities. Specific example includes: the 2021 Budget includes funding for improvements to existing and future Parks and Recreation facilities, including Durango Mesa Park and the Community Park in Three Springs.

Goal C: Maintain and enhance soft and hard-surface trail systems. Specific example includes: the 2021 Budget includes funding to support the partnership with Durango Trails to develop and maintain the natural surface trail system on City lands

## FY 2020 Key Results

Completed construction of the following capital improvements: Animas River Trail from Animas City Park to Oxbow Park and Preserve; Oxbow Park river access; rebuild of the Animas River Trail in Iris Park and Riverfront Park; Lake Nighthorse swim beach, and Rotary Park restrooms. Provided quality management and maintenance of parks, trails, open space, forestry, road right-of-way, and the Animas River in town. Provided responsible stewardship of natural resources by expanding the urban forest by planting new trees. In collaboration with fire experts, completed fire mitigation in the wildland urban interface adjacent to Durango.

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	406,740	408,341	408,341	408,341	453,557	453,557	(45,216)
Personnel Services	1,145,660	1,261,165	1,261,165	1,000,808	1,171,386	1,171,386	(89,779)
Materials and Supplies	137,453	193,200	193,200	125,452	140,350	140,350	(52,850)
Charges and Services	1,016,679	1,062,182	1,062,182	991,922	1,041,185	1,041,185	(20,997)
Operating Capital	-	22,000	22,000	-	-	-	(22,000)
<b>Total</b>	<b>2,299,792</b>	<b>2,538,547</b>	<b>2,538,547</b>	<b>2,118,182</b>	<b>2,352,921</b>	<b>2,352,921</b>	<b>(185,626)</b>
<b>Change over 2020 Revised Budget</b>							<b>(185,626)</b>
<b>% change over 2020 Revised Budget</b>							<b>-7%</b>



## Parks Maintenance Revenues and Expenditures

Fund:11 Division:4411

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Revenues</u>							
66629-Interfund Transfer	406,740	408,341	408,341	408,341	453,557	453,557	45,216
<b>Total Revenues</b>	<b>406,740</b>	<b>408,341</b>	<b>408,341</b>	<b>408,341</b>	<b>453,557</b>	<b>453,557</b>	<b>45,216</b>
<u>Expenditures</u>							
11199-Salaries	592,289	614,254	614,254	540,140	633,105	633,104	18,851
11299-Part Time Salaries	271,992	355,000	355,000	199,727	265,000	265,000	(90,000)
12199-Overtime	9,342	10,000	10,000	2,865	7,500	7,500	(2,500)
12299-Part Time Overtime	13	500	500	-	500	500	-
14299-FICA	16,908	22,041	22,041	12,383	16,461	16,461	(5,580)
14399-Insurance	176,154	174,595	174,595	174,595	164,775	164,775	(9,821)
14599-Retirement	66,685	70,569	70,569	60,496	70,908	70,908	339
14799-Medicare	12,278	14,206	14,206	10,602	13,138	13,138	(1,068)
21199-Office Supplies	12,907	6,000	6,000	1,257	2,500	2,500	(3,500)
22199-Chemicals & Lab Supplies	27,082	50,000	50,000	35,000	38,500	38,500	(11,500)
22599-Clothing and Uniforms	4,288	6,200	6,200	2,264	3,350	3,350	(2,850)
23199-Fuel	36,645	36,000	36,000	36,000	36,000	36,000	-
24499-Forestry Supplies	40,190	50,000	50,000	27,551	35,000	35,000	(15,000)
26999-Other Supplies	16,340	45,000	45,000	23,380	25,000	25,000	(20,000)
31499-Other Contracted Services	169,582	225,000	225,000	200,000	187,300	187,300	(37,700)
31599-Software Maintenance	377	1,775	1,775	1,296	1,775	1,775	-
33599-Dues And Memberships	2,195	4,275	4,275	2,600	2,975	2,975	(1,300)
33899-Professional Development and Travel	13,212	11,500	11,500	844	5,700	5,700	(5,800)
34199-Utilities - Electric	46,213	70,000	70,000	70,000	70,000	70,000	-
34299-Utilities - Water, Sewer, Trash	409,859	360,000	360,000	360,000	400,000	400,000	40,000
34399-Utilities - Gas	4,520	8,200	8,200	2,500	3,000	3,000	(5,200)
34599-Utilities - Telephone	7,225	10,250	10,250	8,500	7,650	7,650	(2,600)
35699-Vehicle Rent and Maintenance	297,793	291,182	291,182	291,182	297,785	297,785	6,603
36199-Repair & Maintenance	65,703	80,000	80,000	55,000	65,000	65,000	(15,000)
49199-Other Capital	-	22,000	22,000	-	-	-	(22,000)
<b>Total Expenditures</b>	<b>2,299,792</b>	<b>2,538,547</b>	<b>2,538,547</b>	<b>2,118,182</b>	<b>2,352,921</b>	<b>2,352,921</b>	<b>(185,626)</b>

Increase Medicare to include part time salaries	4,962
Increase in Retirement	7,752
Increase Utilities water sewer Trash	30,000
Increase Vehicle repair and maintenance	5,785

# Cemetery

## Mission

The Cemetery division maintains 39.8 acres of Greenmount Cemetery and 6.8 acres of Animas City Cemetery to provide the community with essential end of life services.

## FY2021 Goals and Objectives

Goal B: Encourage responsible stewardship of resources. Greenmount Cemetery is irrigated using untreated water from the Animas River to preserve water resources.

Goal C: Maintain and enhance the quality of existing Parks and Recreation facilities. Continued high quality maintenance of Greenmount Cemetery.

Goal B: Improve social sustainability and resiliency. Foster community trust by demonstrating open and transparent governance of cemetery records at Greenmount Cemetery.

## FY 2020 Key Results

Continued to provide quality end of life services for families of the deceased.

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	98,050	95,500	95,500	85,500	85,500	85,500	10,000
Personnel Services	193,233	217,072	217,072	160,265	198,722	198,722	(18,350)
Materials and Supplies	9,412	19,825	19,825	10,249	11,100	11,100	(8,725)
Charges and Services	109,510	152,582	152,582	140,340	167,412	167,412	14,830
Operating Capital	-	45,000	45,000	31,750	25,000	25,000	(20,000)
<b>Total</b>	312,156	434,479	434,479	342,604	402,234	402,234	(32,245)
<b>Change over 2020 Revised Budget</b>							<b>(32,245)</b>
<b>% change over 2020 Revised Budget</b>							<b>-7%</b>

## Cemetery Revenues and Expenditures

Fund: 11 Division:4412

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<b>Revenues</b>							
64519-Grave Openings	49,700	45,000	45,000	40,000	40,000	40,000	(5,000)
64529-Sale of Cemetery Lots	47,850	50,000	50,000	45,000	45,000	45,000	(5,000)
64539-Perpetual Care Fee	500	500	500	500	500	500	-
<b>Total Revenues</b>	<b>98,050</b>	<b>95,500</b>	<b>95,500</b>	<b>85,500</b>	<b>85,500</b>	<b>85,500</b>	<b>(10,000)</b>
<b>Expenditures</b>							
11199-Salaries	104,642	104,996	104,996	98,700	109,031	109,031	4,035
11299-Part Time Salaries	33,098	54,120	54,120	13,606	35,000	35,000	(19,120)
12199-Overtime	6,537	6,500	6,500	1,896	5,600	5,600	(900)
12299-Part Time Overtime	-	250	250	-	250	250	-
14299-FICA	2,052	3,371	3,371	844	2,186	2,186	(1,185)
14399-Insurance	32,548	32,509	32,509	32,509	32,270	32,270	(239)
14599-Retirement	12,322	12,921	12,921	11,054	12,212	12,212	(709)
14799-Medicare	2,035	2,405	2,405	1,656	2,173	2,173	(232)
22199-Chemicals & Lab Supplies	1,303	3,000	3,000	1,200	1,400	1,400	(1,600)
22599-Clothing and Uniforms	404	825	825	300	500	500	(325)
23199-Fuel	4,915	6,500	6,500	3,000	3,200	3,200	(3,300)
24199-Hand Tools	-	1,500	1,500	-	-	-	(1,500)
26999-Other Supplies	2,791	8,000	8,000	5,749	6,000	6,000	(2,000)
31499-Other Contracted Services	10,468	18,000	18,000	22,727	19,000	19,000	1,000
31599-Software Maintenance	-	450	450	425	450	450	-
34199-Utilities - Electric	22,427	25,000	25,000	23,000	23,000	23,000	(2,000)
34299-Utilities - Water, Sewer, Trash	8,342	12,000	12,000	15,000	16,000	16,000	4,000
34399-Utilities - Gas	2,997	2,500	2,500	3,000	3,000	3,000	500
34599-Utilities - Telephone	632	530	530	530	706	706	176
35699-Vehicle Rent and Maintenance	58,816	69,102	69,102	69,102	70,256	70,256	1,154
36199-Repair & Maintenance	5,828	25,000	25,000	6,556	35,000	35,000	10,000
49199-Other Capital	-	45,000	45,000	31,750	25,000	25,000	(20,000)
<b>Total Expenditures</b>	<b>312,156</b>	<b>434,479</b>	<b>434,479</b>	<b>342,604</b>	<b>402,234</b>	<b>402,234</b>	<b>(32,245)</b>

Increase Medicare to include part time salaries 592

# Community Special Events

## Mission

Provide for the management and oversight of all community special events held on City property to ensure safe events and responsible stewardship of City resources.

## FY 2021 Goals and Objectives

Goal B: Expand economic development opportunities in collaboration with regional stakeholders. Support the implementation of community special events to promote economic sustainability.

Goals C: Align support for a robust creative economy, parks and recreation system. Community special events promote a robust creative economy.

## FY 2020 Key Results

Management of community special events to adhere to state and local requirements in response to the Covid-19 pandemic.

Class	2019	2020	2020	2020 Est.	2021	2021	Budget
	Actual	Adopted	Revised	Actual	Proposed	Adopted	Variance
Program Revenue	142,602	146,000	146,000	46,000	174,250	174,250	28,250
Personnel Services	75,577	115,456	115,456	76,514	93,245	93,245	(22,211)
Materials and Supplies	26,703	41,200	41,200	23,000	15,820	15,820	(25,380)
Charges and Services	43,557	45,167	45,167	21,846	63,528	63,528	18,361
Operating Capital	-	-	-	-	-	-	-
<b>Total</b>	<b>145,837</b>	<b>201,823</b>	<b>201,823</b>	<b>121,360</b>	<b>172,593</b>	<b>172,593</b>	<b>(29,230)</b>
<b>Change over 2020 Revised Budget</b>							<b>(29,230)</b>
<b>% change over 2020 Revised Budget</b>							<b>-14%</b>

## Community Special Events Revenues and Expenditures

Fund:11 Division: 4414

Object	2019	2020	2020	2020 Est.	2021	2021	Budget
	Actual	Adopted	Revised	Actual	Proposed	Adopted	Variance
<u>Revenues</u>							
64699-Special Event Fees	42,602	46,000	46,000	46,000	74,250	74,250	28,250
66629-Interfund Transfer	100,000	100,000	100,000	-	100,000	100,000	-
<b>Total Revenues</b>	<b>142,602</b>	<b>146,000</b>	<b>146,000</b>	<b>46,000</b>	<b>174,250</b>	<b>174,250</b>	<b>28,250</b>
<u>Expenditures</u>							
11199-Salaries	46,838	55,078	55,078	53,000	57,199	57,199	2,121
11299-Part Time Salaries	17,648	40,000	40,000	6,000	17,726	17,726	(22,274)
14299-FICA	1,110	2,480	2,480	372	1,100	1,100	(1,380)
14399-Insurance	3,901	10,350	10,350	10,350	9,985	9,985	(365)
14599-Retirement	5,157	6,169	6,169	5,936	6,406	6,406	237
14799-Medicare	923	1,379	1,379	856	829	829	(550)
22599-Clothing and Uniforms	98	700	700	200	250	250	(450)
23199-Fuel	1,524	1,500	1,500	800	1,500	1,500	-
26999-Other Supplies	25,080	39,000	39,000	22,000	14,070	14,070	(24,930)
31499-Other Contracted Services	14,895	16,850	16,850	-	35,900	35,900	19,050
32199-Printing	5,703	6,850	6,850	500	4,500	4,500	(2,350)
34599-Utilities - Telephone	528	649	649	528	528	528	(121)
35699-Vehicle Rent and Maintenance	22,431	20,818	20,818	20,818	22,600	22,600	1,782
<b>Total Expenditures</b>	<b>145,837</b>	<b>201,823</b>	<b>201,823</b>	<b>121,360</b>	<b>172,593</b>	<b>172,593</b>	<b>(29,230)</b>

# Lake Nighthorse

## Mission

The City is responsible under a Lease Agreement with the United States Department of Interior Bureau of Reclamation for the management of 1,926.7 acres at Lake Nighthorse Recreation Area and of this total 1,490 surface acres is the Lake.

## FY 2021 Goals and Objectives

Goal B: Improve social, environmental, and fiscal sustainability and resiliency and encourage responsible stewardship of resources. There is continued funding to maintain the Aquatic Nuisance Species inspection and decontamination program to protect the water resources at Lake Nighthorse.

Goal C: Expand Durango's unique identity as a driver of enhanced quality of life and sense of place. The Parks and Recreation Department will manage with lifeguards the full-implementation of the swim beach and in-water play structure at Lake Nighthorse Recreation Area.

## FY 2020 Key Results

Successful third year of operation of Lake Nighthorse Recreation Area in accordance with the Lease Agreement with the Bureau of Reclamation.

Class	2019	2020	2020	2020 Est.	2021	2021	Budget
	Actual	Adopted	Revised	Actual	Proposed	Adopted	Variance
Program Revenue	355,359	542,975	542,975	561,136	588,871	588,871	45,896
Personnel Services	292,626	362,357	362,357	330,740	393,322	393,322	30,965
Materials and Supplies	16,063	27,000	27,000	12,850	21,000	21,000	(6,000)
Charges and Services	54,050	83,883	83,883	47,058	75,376	75,376	(8,507)
Operating Capital	-	-	-	-	-	-	-
<b>Total</b>	<b>362,740</b>	<b>473,240</b>	<b>473,240</b>	<b>390,648</b>	<b>489,698</b>	<b>489,698</b>	<b>16,458</b>
<b>Change over 2020 Revised Budget</b>							<b>16,458</b>
<b>% change over 2020 Revised Budget</b>							<b>3%</b>

## Lake Nighthorse Revenues and Expenditures

Fund: 11 Division: 4415

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<b>Revenues</b>							
64615-Lake Nighthorse Operations	255,359	336,975	336,975	355,136	456,250	456,250	119,275
63189-Federal Grants	-	103,000	103,000	103,000	26,531	26,531	(76,469)
66629-Interfund Transfer	100,000	103,000	103,000	103,000	106,090	106,090	3,090
Total Revenues	-	-	-	-	-	-	-
<b>Expenditures</b>							
11199-Salaries	145,266	189,404	189,404	179,941	196,697	196,697	7,293
11299-Part Time Salaries	88,799	108,814	108,814	90,000	131,167	131,167	22,353
12199-Overtime	-	500	500	-	500	500	-
12299-Part Time Overtime	-	100	100	25	100	100	-
14299-FICA	5,506	6,753	6,753	5,582	8,140	8,140	1,387
14399-Insurance	33,798	31,124	31,124	31,124	29,925	29,925	(1,199)
14599-Retirement	15,950	21,329	21,329	20,153	22,030	22,030	701
14799-Medicare	3,308	4,333	4,333	3,915	4,763	4,763	430
21199-Office Supplies	1,517	3,000	3,000	550	2,000	2,000	(1,000)
22399-Janitorial Supplies	257	2,000	2,000	500	2,000	2,000	-
22499-Recreation Supplies	616	5,000	5,000	100	2,500	2,500	(2,500)
22599-Clothing and Uniforms	2,201	2,000	2,000	1,200	2,000	2,000	-
23199-Fuel	5,600	5,000	5,000	4,500	6,000	6,000	1,000
26999-Other Supplies	5,873	10,000	10,000	6,000	6,500	6,500	(3,500)
31499-Other Contracted Services	23,836	41,882	41,882	17,000	28,000	28,000	(13,882)
32199-Printing	1,977	2,500	2,500	900	1,500	1,500	(1,000)
32399-Postage	-	100	100	-	50	50	(50)
32799-Credit Card Fees	3,518	3,000	3,000	4,250	5,000	5,000	2,000
33599-Dues And Memberships	103	225	225	200	200	200	(25)
33899-Professional Development and Travel	210	3,000	3,000	1,132	1,500	1,500	(1,500)
34199-Utilities - Electric	989	2,000	2,000	900	2,000	2,000	-
34299-Utilities - Water, Sewer, Trash	2,271	3,000	3,000	1,000	8,095	8,095	5,095
34599-Utilities - Telephone	2,411	2,500	2,500	2,000	2,500	2,500	-
35699-Vehicle Rent and Maintenance	15,954	17,676	17,676	17,676	20,531	20,531	2,855
36199-Repair & Maintenance	2,781	8,000	8,000	2,000	6,000	6,000	(2,000)
Total Expenditures	362,740	473,240	473,240	390,648	489,698	489,698	16,458

Increase Medicare to include part time salaries	1,911
Increase other Contracted services for pumping and portable toilets	4,000
Increase utilities electric new swim beach	500

# Recreation Administration

## Mission

The Recreation Division includes the operation, oversight, and supervision of adult, teen, youth and senior programs, activities, facilities, and special recreation events for the citizens of Durango and visitors. Facilities include Chapman Hill and Durango Gymnastics. Youth Programs include: Special Events, Contractual, Instructional, Playground, Soccer, Basketball, Lacrosse, Tennis, Teens, and Gymnastics. Adult Programs include: Contractual, Sports, Softball, Basketball, Soccer, and Volleyball.

Recreation facilities and programs were significantly impacted by COVID-19 in 2020, due to the extended closure of indoor recreation facilities including the Durango Community Recreation Center, Chapman Hill, and Durango Gymnastics as well as cancelation of youth and adult programs. The pandemic impacted public participation in recreation facilities and programs resulting in a reduced cost recovery from the targeted 90% cost recovery.

## FY 2021 Goals and Objectives

Goal A: Advance initiatives to institute diversity, equity, and inclusion within the City. There is continued funding for scholarships for individuals with disabilities or in need of financial assistance.

Goal B: Improve fiscal sustainability and resiliency. The Recreation Division plans to reduce the subsidy of the General Fund for recreation facilities and programs by increasing the cost recovery from the targeted 90% to 93% in 2021, including the expenses included in the Recreation Administration account.

Goal C: Maintain and enhance the quality of existing Parks and Recreation facilities. There is continued funding for upgrades to the Durango Community Recreation Center amenities.

## FY 2020 Results

Promote health and wellness as well as social connectivity in the community through quality of life services provided by the Department. A broad array of recreation programs for all age groups ranging from infants to seniors with over 30,000 participants annually.

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	-	-	-	-	-	-	-
Personnel Services	134,767	144,791	144,791	114,379	152,460	152,460	7,669
Materials and Supplies	2,391	2,700	2,700	550	2,700	2,700	-
Charges and Services	60,789	72,619	72,619	51,114	45,681	45,681	(26,938)
Operating Capital	-	-	-	-	-	-	-
<b>Total</b>	<b>197,947</b>	<b>220,110</b>	<b>220,110</b>	<b>166,043</b>	<b>200,841</b>	<b>200,841</b>	<b>(19,269)</b>
<b>Change over 2020 Revised Budget</b>							<b>(19,269)</b>
<b>% change over 2020 Revised Budget</b>							<b>-9%</b>

## Recreation Administration Revenues and Expenditures

Fund: 11 Division: 4510

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Expenditures</u>							
11199-Salaries	95,850	110,156	110,156	86,000	105,246	105,246	(4,910)
14399-Insurance	26,973	20,700	20,700	17,500	32,743	32,743	12,043
14599-Retirement	10,603	12,338	12,338	9,632	12,812	12,812	474
14799-Medicare	1,341	1,597	1,597	1,247	1,659	1,659	62
23199-Fuel	2,179	2,200	2,200	350	2,200	2,200	-
26999-Other Supplies	212	500	500	200	500	500	-
31699-Scholarships	10,818	17,000	17,000	7,000	11,000	11,000	(6,000)
32199-Printing	14,060	15,000	15,000	8,300	3,000	3,000	(12,000)
32399-Postage	-	25	25	-	25	25	-
32799-Credit Card Fees	14,238	16,000	16,000	11,300	14,500	14,500	(1,500)
34599-Utilities - Telephone	1,492	1,168	1,168	1,088	584	584	(584)
35699-Vehicle Rent and Maintenance	20,181	23,426	23,426	23,426	16,572	16,572	(6,854)
<b>Total Expenditures</b>	<b>197,947</b>	<b>220,110</b>	<b>220,110</b>	<b>166,043</b>	<b>200,841</b>	<b>200,841</b>	<b>(19,269)</b>

Decrease reclassification of positions (9,151)



# Gametime

## Mission

Gametime is a year round child care program for school aged youth. In the summer and non-school days, all day programs are available for children 5 to 15 years of age to participate in supervised activities including games, arts and crafts, swimming, field trips and more. During the school year, Afterschool Gametime is also provided for Durango youth in a structured, active and safe environment.

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	-	-	-	-	-	-	-
Personnel Services	204,569	282,254	282,254	118,415	277,563	277,563	(4,691)
Materials and Supplies	6,085	10,200	10,200	2,000	10,000	10,000	(200)
Charges and Services	3,505	3,762	3,762	3,106	3,625	3,625	(137)
Operating Capital	-	-	-	-	-	-	-
<b>Total</b>	<b>214,158</b>	<b>296,216</b>	<b>296,216</b>	<b>123,521</b>	<b>291,188</b>	<b>291,188</b>	<b>(5,028)</b>
<b>Change over 2020 Revised Budget</b>							<b>(5,028)</b>
<b>% change over 2020 Revised Budget</b>							<b>-2%</b>

## Gametime Revenues and Expenditures

Fund: 11 Division: 4523

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
64618-Recreation Center- Gametime	-	-	-	-	291,390	291,390	291,390
<b>Total Revenues</b>	-	-	-	-	<b>291,390</b>	<b>291,390</b>	<b>291,390</b>
<u>Expenditures</u>							
11299-Part Time Salaries	190,159	262,195	262,195	110,000	257,838	257,838	(4,357)
14299-FICA	11,678	16,257	16,257	6,820	15,986	15,986	(271)
14799-Medicare	2,731	3,802	3,802	1,595	3,739	3,739	(63)
22499-Recreation Supplies	6,085	10,000	10,000	2,000	10,000	10,000	-
26999-Other Supplies	-	200	200	-	-	-	(200)
33599-Dues And Memberships	2,217	2,200	2,200	2,000	2,200	2,200	-
34599-Utilities - Telephone	1,288	1,562	1,562	1,106	1,425	1,425	(137)
<b>Total Expenditures</b>	<b>214,158</b>	<b>296,216</b>	<b>296,216</b>	<b>123,521</b>	<b>291,188</b>	<b>291,188</b>	<b>(5,028)</b>

Game Time Revenues 291,390

# Gymnastics

## Mission

Durango Gymnastics is a year round program with a variety of classes for beginning, intermediate and advanced gymnastics. Classes for male and female participants range from children 10 months of age to adult and up to USAG competitive gymnastics.

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	-	-	-	-	-	-	-
Personnel Services	274,000	321,843	321,843	237,385	296,651	296,651	(25,192)
Materials and Supplies	4,617	9,370	9,370	2,920	6,106	6,106	(3,264)
Charges and Services	73,480	101,869	101,869	53,316	71,561	71,561	(30,308)
Operating Capital	-	-	-	-	-	-	-
<b>Total</b>	<b>352,097</b>	<b>433,082</b>	<b>433,082</b>	<b>293,621</b>	<b>374,318</b>	<b>374,318</b>	<b>(58,764)</b>
<b>Change over 2020 Revised Budget</b>							<b>(58,764)</b>
<b>% change over 2020 Revised Budget</b>							<b>-14%</b>

## Revenues and Expenditures

Fund: 11 Division:4532

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Expenditures</u>							
11199-Salaries	93,243	101,408	101,408	101,408	105,346	105,346	3,938
11299-Part Time Salaries	127,025	162,096	162,096	80,000	135,314	135,314	(26,782)
14299-FICA	7,791	10,050	10,050	4,960	8,390	8,390	(1,660)
14399-Insurance	32,509	32,489	32,489	37,028	32,312	32,312	(177)
14599-Retirement	10,316	11,979	11,979	11,358	11,799	11,799	(180)
14799-Medicare	3,117	3,821	3,821	2,631	3,490	3,490	(331)
21199-Office Supplies	475	400	400	820	400	400	-
22399-Janitorial Supplies	745	1,500	1,500	500	750	750	(750)
22499-Recreation Supplies	3,172	6,770	6,770	1,500	4,656	4,656	(2,114)
26999-Other Supplies	225	700	700	100	300	300	(400)
31499-Other Contracted Services	50,906	75,544	75,544	40,000	48,000	48,000	(27,544)
33599-Dues And Memberships	639	810	810	100	810	810	-
33899-Professional Development and Travel	8,505	10,190	10,190	760	8,195	8,195	(1,995)
34199-Utilities - Electric	6,941	8,500	8,500	6,500	7,200	7,200	(1,300)
34299-Utilities - Water, Sewer, Trash	1,981	2,000	2,000	2,000	2,000	2,000	-
34399-Utilities - Gas	2,971	3,300	3,300	2,500	3,500	3,500	200
34599-Utilities - Telephone	1,011	525	525	1,056	1,056	1,056	531
36199-Repair & Maintenance	526	1,000	1,000	400	800	800	(200)
<b>Total Expenditures</b>	<b>352,097</b>	<b>433,082</b>	<b>433,082</b>	<b>293,621</b>	<b>374,318</b>	<b>374,318</b>	<b>(58,764)</b>

Increase Medicare for part time salaries	1,962
Increase other Contracted Services USAG gymnastic:	3,000
Increase Professional Development	3,195

# Adult Programs

## Mission

Adult Programs include: Contractual, Instructional, Sports, Softball, Basketball, Soccer and Volleyball.

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	73,896	119,310	119,310	30,987	90,780	90,780	(28,530)
Personnel Services	40,599	58,551	58,551	17,071	41,790	41,790	(16,761)
Materials and Supplies	8,365	11,010	11,010	4,030	8,530	8,530	(2,480)
Charges and Services	3,343	7,122	7,122	2,475	5,575	5,575	(1,547)
Operating Capital	-	-	-	-	-	-	-
<b>Total</b>	<b>52,308</b>	<b>76,683</b>	<b>76,683</b>	<b>23,576</b>	<b>55,895</b>	<b>55,895</b>	<b>(20,788)</b>
<b>Change over 2020 Revised Budget</b>							<b>(20,788)</b>
<b>% change over 2020 Revised Budget</b>							<b>-27%</b>

## Adult Programs Revenues and Expenditures

Fund:11 Division:4560

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Revenues</u>							
64659-Recreation Adult Programs	73,896	119,310	119,310	30,987	90,780	90,780	(28,530)
<b>Total Revenues</b>	<b>73,896</b>	<b>119,310</b>	<b>119,310</b>	<b>30,987</b>	<b>90,780</b>	<b>90,780</b>	<b>(28,530)</b>
<u>Expenditures</u>							
<b>Adult Programs Contractual</b>							
31499-Other Contracted Services	-	2,400	2,400	-	1,600	1,600	(800)
<b>Adult Programs Instructional</b>							
11299-Part Time Salaries	-	473	473	-	-	-	(473)
14299-FICA	-	30	30	-	-	-	(30)
14799-Medicare	-	7	7	-	-	-	(7)
22499-Recreation Supplies	-	25	25	-	-	-	(25)
26999-Other Supplies	-	25	25	-	-	-	(25)
31499-Other Contracted Services	75	582	582	-	-	-	(582)
<b>Total Instructional</b>	<b>75</b>	<b>1,142</b>	<b>1,142</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(1,142)</b>
<b>Adult Programs Sports</b>							

11299-Part Time Salaries	962	1,635	1,635	200	1,280	1,280	(355)
14299-FICA	60	102	102	12	18	18	(84)
14799-Medicare	14	24	24	3	19	19	(5)
22499-Recreation Supplies	646	1,600	1,600	260	1,100	1,100	(500)
26999-Other Supplies	2,493	1,300	1,300	100	1,000	1,000	(300)
<b>Total Adult Programs Sports Expenditures</b>	<b>4,174</b>	<b>4,661</b>	<b>4,661</b>	<b>575</b>	<b>3,417</b>	<b>3,417</b>	<b>(889)</b>
<b>Adult Softball</b>							
11299-Part Time Salaries	18,491	26,416	26,416	5,600	18,500	18,500	(7,916)
14299-FICA	1,146	1,638	1,638	348	1,213	1,213	(425)
14799-Medicare	268	384	384	82	284	284	(100)
22499-Recreation Supplies	1,466	3,600	3,600	1,450	2,000	2,000	(1,600)
23199-Fuel	-	50	50	-	50	50	-
26999-Other Supplies	1,570	1,950	1,950	650	1,750	1,750	(200)
31499-Other Contracted Services	1,274	-	-	650	700	700	700
34199-Utilities - Electric	-	-	-	-	-	-	-
36199-Repair & Maintenance	532	1,500	1,500	1,600	1,250	1,250	(250)
<b>Total Adult Softball Expenditures</b>	<b>24,748</b>	<b>35,538</b>	<b>35,538</b>	<b>10,380</b>	<b>25,747</b>	<b>25,747</b>	<b>250</b>
<b>Adult Basketball</b>							
11299-Part Time Salaries	6,728	9,337	9,337	4,555	7,000	7,000	(2,337)
14299-FICA	417	579	579	283	466	466	(113)
14799-Medicare	98	136	136	67	109	109	(27)
22499-Recreation Supplies	-	200	200	120	200	200	-
26999-Other Supplies	173	120	120	-	180	180	60
<b>Total Basketball Expenditures</b>	<b>7,416</b>	<b>10,372</b>	<b>10,372</b>	<b>5,025</b>	<b>7,955</b>	<b>7,955</b>	<b>(80)</b>
<b>Adult Soccer</b>							
11299-Part Time Salaries	6,856	8,938	8,938	1,500	6,900	6,900	(2,038)
14299-FICA	425	555	555	93	428	428	(127)
14799-Medicare	99	130	130	22	101	101	(29)
22499-Recreation Supplies	706	500	500	200	700	700	200
26999-Other Supplies	640	380	380	200	600	600	220
<b>Total Soccer Expenditures</b>	<b>8,726</b>	<b>10,503</b>	<b>10,503</b>	<b>2,015</b>	<b>8,729</b>	<b>8,729</b>	<b>(1,994)</b>
<b>Adult Volleyball</b>							
11299-Part Time Salaries	4,678	7,586	7,586	4,000	5,000	5,000	(2,586)
14299-FICA	290	471	471	248	382	382	(89)
14799-Medicare	68	110	110	58	90	90	(20)
22499-Recreation Supplies	200	900	900	550	450	450	(450)
26999-Other Supplies	472	360	360	500	500	500	140
35799-Rentals	1,463	2,640	2,640	225	2,025	2,025	(615)
<b>Total Volleyball Expenditures</b>	<b>7,169</b>	<b>12,067</b>	<b>12,067</b>	<b>5,581</b>	<b>8,447</b>	<b>8,447</b>	<b>(3,620)</b>
<b>Total Adult Programs Expenditures</b>	<b>52,308</b>	<b>76,683</b>	<b>76,683</b>	<b>23,576</b>	<b>55,895</b>	<b>55,895</b>	<b>(8,275)</b>

Adult Softball- temporary salaries 3,500  
Adult Soccer- temporary salaries 3,900

# Youth Programs

## Mission

Youth Programs include: Special Events, Contractual, Instructional, Playground, Soccer, Basketball, Baseball, Volleyball, Lacrosse, Tennis, and Teens.

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	524,039	687,922	687,922	134,265	226,796	226,796	(461,126)
Personnel Services	66,369	80,089	80,089	64,510	75,122	74,448	(4,967)
Materials and Supplies	10,142	13,350	13,350	9,400	12,300	12,300	(1,050)
Charges and Services	38,481	54,289	54,289	35,455	54,464	54,464	175
Operating Capital	-	-	-	-	-	-	-
<b>Total</b>	<b>114,992</b>	<b>147,728</b>	<b>147,728</b>	<b>109,365</b>	<b>141,886</b>	<b>141,212</b>	<b>(5,842)</b>
<b>Change over 2020 Revised Budget</b>							<b>(5,842)</b>
<b>% change over 2020 Revised Budget</b>							<b>-4%</b>

## Revenues and Expenditures

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Revenues</u>							
64640-Recreation Youth Programs	524,039	687,922	687,922	134,265	226,796	226,796	(461,126)
<b>Total Revenue</b>	<b>524,039</b>	<b>687,922</b>	<b>687,922</b>	<b>134,265</b>	<b>226,796</b>	<b>226,796</b>	<b>(461,126)</b>
<u>Expenditures</u>							
<b>Special Events</b>							
22499-Recreation Supplies	272	500	500	500	-	-	(500)
<b>Instructional</b>							
11299-Part Time Salaries	2,095	3,706	3,706	3,706	5,573	5,573	1,867
14299-FICA	130	230	230	230	346	346	116
14799-Medicare	30	54	54	54	81	81	27
22499-Recreation Supplies	157	850	850	850	600	600	(250)
<b>Total Instructional</b>	<b>2,412</b>	<b>4,840</b>	<b>4,840</b>	<b>4,840</b>	<b>6,600</b>	<b>6,600</b>	<b>1,760</b>
<b>Contractual</b>							
31499-Other Contracted Services	4,600	10,000	10,000	10,000	12,240	12,240	2,240
<b>Playground</b>							
11299-Part Time Salaries	34,452	39,233	39,233	39,233	37,049	37,049	(2,184)
14299-FICA	2,136	2,433	2,433	2,433	2,298	2,298	(135)
14799-Medicare	500	569	569	569	538	538	(31)
22499-Recreation Supplies	28	300	300	300	400	400	100
22599-Clothing and Uniforms	495	500	500	500	600	600	100
23199-Fuel	-	100	100	100	100	100	-
26999-Other Supplies	4,074	3,800	3,800	3,800	3,800	3,800	-
31499-Other Contracted Services	1,028	1,250	1,250	1,250	1,250	1,250	-
33599-Dues And Memberships	6,505	12,200	12,200	12,200	9,200	9,200	(3,000)
36199-Repair & Maintenance	3,286	4,600	4,600	4,600	4,600	4,600	-
<b>Total Playground</b>	<b>52,503</b>	<b>64,985</b>	<b>64,985</b>	<b>64,985</b>	<b>59,835</b>	<b>59,835</b>	<b>(5,150)</b>
<b>Soccer</b>							
11299-Part Time Salaries	4,325	6,960	6,960	3,500	7,181	7,181	221
14299-FICA	267	432	432	217	446	446	14

## Youth Program Revenues and Expenditures (continued)

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
14799-Medicare	63	101	101	51	105	105	4
22499-Recreation Supplies	1,457	2,100	2,100	1,000	2,000	2,000	(100)
31499-Other Contracted Services	1,872	2,600	2,600	-	3,035	3,035	435
33599-Dues And Memberships	-	699	699	-	699	699	-
<b>Total Expenditures</b>	<b>7,984</b>	<b>12,892</b>	<b>12,892</b>	<b>4,768</b>	<b>13,466</b>	<b>13,466</b>	<b>353</b>
<b>Basketball</b>							
11299-Part Time Salaries	8,958	10,371	10,371	6,432	7,500	7,500	(2,871)
14299-FICA	566	643	643	399	552	552	(91)
14799-Medicare	132	151	151	94	129	129	(22)
22499-Recreation Supplies	-	100	100	100	200	200	100
33599-Dues And Memberships	-	140	140	-	140	140	-
35799-Rentals	4,804	4,950	4,950	6,405	6,500	6,500	1,550
<b>Total Expenditures</b>	<b>14,460</b>	<b>16,355</b>	<b>16,355</b>	<b>13,430</b>	<b>15,021</b>	<b>15,021</b>	<b>1,537</b>
<b>Lacrosse</b>							
11299-Part Time Salaries	8,157	10,000	10,000	4,500	8,500	8,500	(1,500)
14299-FICA	506	620	620	279	613	613	(7)
14799-Medicare	118	145	145	66	144	144	(1)
22499-Recreation Supplies	3,530	4,800	4,800	2,000	4,300	4,300	(500)
31499-Other Contracted Services	4,685	5,100	5,100	-	4,500	4,500	(600)
33899-Professional Development and Travel	11,701	12,750	12,750	1,000	12,300	12,300	(450)
<b>Total Expenditures</b>	<b>28,697</b>	<b>33,415</b>	<b>33,415</b>	<b>7,845</b>	<b>30,357</b>	<b>30,357</b>	<b>(3,058)</b>
<b>Baseball</b>							
11299-Part Time Salaries	359	938	938	-	-	-	(938)
14299-FICA	22	59	59	-	-	-	(59)
14799-Medicare	5	14	14	-	-	-	(14)
22499-Recreation Supplies	-	50	50	-	-	-	(50)
<b>Total Baseball</b>	<b>387</b>	<b>1,061</b>	<b>1,061</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(1,061)</b>
<b>Tennis</b>							
11299-Part Time Salaries	3,132	2,250	2,250	2,250	3,132	3,132	882
14299-FICA	192	140	140	140	211	211	71
14799-Medicare	45	33	33	33	50	50	17
22499-Recreation Supplies	130	250	250	250	300	300	50
26999-Other Supplies	-	50	50	50	50	50	-
<b>Total Expenditures</b>	<b>3,498</b>	<b>2,723</b>	<b>2,723</b>	<b>2,723</b>	<b>3,743</b>	<b>3,743</b>	<b>1,020</b>
<b>Teen Programs</b>							
11299-Part Time Salaries	167	935	935	300	625	625	(310)
14299-FICA	10	58	58	19	39	39	(19)
14799-Medicare	2	14	14	5	10	10	(4)
22499-Recreation Supplies	167	170	170	60	120	120	(50)
<b>Total Expenditures</b>	<b>347</b>	<b>1,177</b>	<b>1,177</b>	<b>384</b>	<b>794</b>	<b>794</b>	<b>(383)</b>
<b>Total Youth Programs</b>	<b>115,159</b>	<b>147,948</b>	<b>147,948</b>	<b>109,475</b>	<b>142,056</b>	<b>142,056</b>	<b>(531)</b>

Increases contractual contractors will return in 2021

12,240

Increase Outdoor Recreation Programs including Skateboarding and Sports Camps

6,600

Increase Youth Playground was omitted

59,835

Increase Youth lacrosse part time salaries

1,000

# Chapman Hill Ice Rink and Ski Hill

## Mission

Provides for the maintenance and operation of Chapman Hill Rink and Pavilion, including year round programming. This program provides ski lessons and open skiing for youth and adults.

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	409,992	466,675	466,675	368,000	460,590	460,590	(6,085)
Personnel Services	296,848	334,732	334,732	303,433	316,150	316,150	(18,582)
Materials and Supplies	27,416	37,700	37,700	25,300	28,200	28,200	(9,500)
Charges and Services	107,992	141,191	141,191	108,791	110,859	110,859	(30,332)
Operating Capital	-	-	-	-	-	-	-
<b>Total</b>	<b>432,256</b>	<b>513,623</b>	<b>513,623</b>	<b>437,524</b>	<b>455,209</b>	<b>455,209</b>	<b>(58,414)</b>
<b>Change over 2020 Revised Budget</b>							<b>(58,414)</b>
<b>% change over 2020 Revised Budget</b>							<b>-11%</b>

## Chapman Hill Ice Rink Revenues and Expenditures

Fund: 11 Division: 4551

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Revenues</u>							
64619-Chapman Hill Revenues	409,992	466,675	466,675	368,000	460,590	460,590	(6,085)
<u>Expenditures</u>							
11199-Salaries	108,262	112,456	112,456	112,456	118,805	118,805	6,349
11299-Part Time Salaries	87,857	110,584	110,584	90,000	91,722	91,722	(18,862)
14299-FICA	5,363	6,857	6,857	5,580	5,687	5,687	(1,170)
14399-Insurance	44,602	44,341	44,341	44,341	44,977	44,977	636
14599-Retirement	11,995	15,042	15,042	12,595	13,306	13,306	(1,736)
14799-Medicare	2,730	3,234	3,234	2,936	3,053	3,053	(181)
21199-Office Supplies	71	400	400	50	150	150	(250)
22399-Janitorial Supplies	307	2,000	2,000	500	550	550	(1,450)
22499-Recreation Supplies	1,267	5,400	5,400	500	1,250	1,250	(4,150)
23199-Fuel	7,994	8,000	8,000	7,000	8,000	8,000	-
26999-Other Supplies	9,615	12,900	12,900	9,900	9,900	9,900	(3,000)
31499-Other Contracted Services	11,563	11,500	11,500	6,800	11,500	11,500	-
33899-Professional Development and Travel	-	-	-	-	150	150	150
34199-Utilities - Electric	36,402	45,000	45,000	37,000	37,000	37,000	(8,000)
34299-Utilities - Water, Sewer, Trash	4,661	12,000	12,000	4,700	4,700	4,700	(7,300)
34399-Utilities - Gas	3,682	3,200	3,200	3,300	3,700	3,700	500
34599-Utilities - Telephone	490	-	-	-	-	-	-
35699-Vehicle Rent and Maintenance	19,678	22,226	22,226	22,226	16,586	16,586	(5,640)
36199-Repair & Maintenance	6,273	16,000	16,000	4,500	6,500	6,500	(9,500)
<b>Total Expenditures</b>	<b>362,813</b>	<b>431,140</b>	<b>431,140</b>	<b>364,384</b>	<b>377,536</b>	<b>377,536</b>	<b>(53,604)</b>

Increase Medicare for part time salaries

1,330

## Chapman Hill Ski Area Revenues and Expenditures

Fund: 11 Division: 4552

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Expenditures</u>							
11299-Part Time Salaries	33,544	39,217	39,217	33,000	35,856	35,856	(3,361)
14299-FICA	2,022	2,432	2,432	2,046	2,224	2,224	(208)
14799-Medicare	473	569	569	479	520	520	(49)
22499-Recreation Supplies	1,420	1,000	1,000	500	1,500	1,500	500
23199-Fuel	3,671	4,500	4,500	3,700	3,700	3,700	(800)
26999-Other Supplies	3,071	3,500	3,500	3,150	3,150	3,150	(350)
35699-Vehicle Rent and Maintenance	24,071	27,265	27,265	27,265	27,723	27,723	458
36199-Repair & Maintenance	1,172	4,000	4,000	3,000	3,000	3,000	(1,000)
<b>Total Expenditures</b>	<b>69,444</b>	<b>82,483</b>	<b>82,483</b>	<b>73,140</b>	<b>77,673</b>	<b>77,673</b>	<b>(4,810)</b>



# Recreation Center Operations

## Mission

Recreation Center operations includes the management of the Durango Community Recreation Center and the programs and activities offered at the 71,557 square foot facility. Gametime is the largest youth program offered by the Department.

The operations of the Durango Community Recreation Center were significantly impacted by COVID-19. The pandemic resulted in a prolonged closure of the facility and cancelation of programs. However, once the facility reopened to the public following San Juan Basic Public Health guidelines and at Governor's Order, active participation resumed at the facility.

## FY 2021 Goals and Objectives

Goal A: Advance initiatives to institute diversity, equity, and inclusion within the City. Continued funding for scholarships for individuals with disabilities or in need of financial assistance.

Goal B: Improve fiscal sustainability and resiliency. The goal in 2021 is to improve the cost recovery for the operations of the Recreation Center from the targeted 90% to 91%.

Goal C: Maintain and enhance the quality of existing Parks and Recreation facilities. Continued funding to maintain the amenities and assets associated with the Durango Community Recreation Center.

## FY 2020 Results

Provision of high quality recreation services to enhance the quality of life, health and wellness, and social connectivity in Durango. Generally, the Recreation Center draws over 1,000 people per day with approximately 400,000 participants annually.

Continued to implement energy efficient operations including LED lighting for 50% kwh reduction from conventional lighting; 92% high efficiency boiler resulting in a 10% annual reduction in natural gas consumption; and solar panels to heat 100% of the water servicing the outdoor splash pad and assist with heating the indoor pools resulting in a reduction of natural gas consumption.

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	2,582,673	3,039,714	3,039,714	1,556,846	2,715,543	2,715,543	(324,171)
Personnel Services	1,738,610	2,014,747	2,014,747	1,204,036	1,845,268	1,845,268	(169,479)
Materials and Supplies	67,505	71,950	71,950	37,837	62,655	62,655	(9,295)
Charges and Services	592,459	652,620	652,620	416,624	573,163	573,163	(79,457)
Operating Capital	-	-	-	-	-	-	-
<b>Total</b>	<b>2,398,574</b>	<b>2,739,317</b>	<b>2,739,317</b>	<b>1,658,497</b>	<b>2,481,086</b>	<b>2,481,086</b>	<b>(258,231)</b>
<b>Change over 2020 Revised Budget</b>							<b>(258,231)</b>
<b>% change over 2020 Revised Budget</b>							<b>-9%</b>

## Recreation Center Revenues and Expenditures

Fund:11 Division: 4557

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<b>Revenues</b>							
64618-Recreation Center	2,298,564	2,650,868	2,650,868	1,168,000	2,315,032	2,315,032	(335,836)
66629-Interfund Transfer	284,109	388,846	388,846	388,846	400,511	400,511	11,665
<b>Expenditures</b>							
11199-Salaries	615,002	728,748	728,748	556,990	715,407	715,407	(13,341)
11299-Part Time Salaries	798,190	874,171	874,171	395,762	748,832	748,832	(125,339)
12199-Overtime	71	100	100	134	100	100	-
12299-Part Time Overtime	-	50	50	-	50	50	-
14299-FICA	49,077	54,202	54,202	24,537	46,431	46,431	(7,771)
14399-Insurance	189,319	252,756	252,756	150,413	229,495	229,495	(23,261)
14599-Retirement	67,124	82,030	82,030	62,383	83,719	83,719	1,689
14799-Medicare	19,827	22,690	22,690	13,817	21,234	21,234	(1,456)
21199-Office Supplies	4,900	6,000	6,000	3,200	5,000	5,000	(1,000)
22399-Janitorial Supplies	35,108	30,000	30,000	18,000	32,000	32,000	2,000
22499-Recreation Supplies	11,431	15,000	15,000	5,000	11,530	11,530	(3,470)
22599-Clothing and Uniforms	2,082	3,400	3,400	1,600	2,575	2,575	(825)
23199-Fuel	38	50	50	37	50	50	-
26999-Other Supplies	13,946	17,500	17,500	10,000	11,500	11,500	(6,000)
31499-Other Contracted Services	25,837	40,060	40,060	15,000	31,289	31,289	(8,771)
32199-Printing	166	100	100	-	100	100	-
32399-Postage	114	50	50	-	50	50	-
32799-Credit Card Fees	39,867	42,000	42,000	26,000	37,000	37,000	(5,000)
33599-Dues And Memberships	891	710	710	580	710	710	-
33899-Professional Development and Travel	10,001	3,400	3,400	-	8,200	8,200	4,800
34199-Utilities - Electric	201,746	210,000	210,000	173,000	197,000	197,000	(13,000)
34299-Utilities - Water, Sewer, Trash	77,103	95,000	95,000	51,706	70,000	70,000	(25,000)
34399-Utilities - Gas	68,900	80,000	80,000	46,000	60,000	60,000	(20,000)
34599-Utilities - Telephone	4,270	3,000	3,000	4,338	3,814	3,814	814
36199-Repair & Maintenance	163,564	178,300	178,300	100,000	165,000	165,000	(13,300)
<b>Total Expenditures</b>	<b>2,398,574</b>	<b>2,739,317</b>	<b>2,739,317</b>	<b>1,658,497</b>	<b>2,481,086</b>	<b>2,481,086</b>	<b>(192,545)</b>
Decrease salaries for reclassification of position		(32,085)					
Increase Medicare for part time salaries		10,395					
Increase electric		7,000					
Increase utilities, water, sewer, trash		5,000					
Increase utilities gas		10,000					
Increase repair and maintenance		25,000					
2015 sales tax Recreation Subsidy		162,176					

# Library

## Summary of Changes

The Pandemic had impacts on revenues for Library

Authorized Personnel	FY20 FTE	2020		FY21 FTE	2021	
		Current			Proposed	Adopted
Library Supervisor-Collection	1	72,616		1	75,409	75,409
Librarian	1	60,588		1	62,918	62,918
Facilities Maintenance Technician	1	38,230		1	39,701	39,701
Library Associate	1	34,755		1	36,091	36,091
Systems Analyst II-Library	1	83,309		1	86,513	86,513
Assistant Library Director	1	91,902		1	95,437	95,437
IS Technical Specialist-Library	1	55,080		1	57,199	57,199
Librarian	1	60,588		1	62,918	62,918
Library Supervisor-Adult	1	66,647		1	69,210	69,210
Library Associate	1	34,755		1	36,091	36,091
Library Director	1	119,357		1	123,948	123,948
Library Associate	1	34,755		1	36,091	36,091
Library Associate	1	34,755		1	36,091	36,091
Library Associate	1	34,755		1	36,091	36,091
Facilities Maintenance Technician	1	38,230		1	39,701	39,701
Library Supervisor-Youth	1	66,647		1	69,210	69,210
Paralibrarian	1	54,422		1	56,515	56,515
Library Associate	1	35,925		1	37,306	37,306
Library Facility Maintenance Supervisor	1	68,460		1	71,093	71,093
Senior Facilities Maintenance Technician	1	42,149		-	-	-
Librarian	1	60,588		1	62,918	62,918
Administrative Specialist	1	42,181		1	43,803	43,803
<b>Total</b>	<b>22</b>	<b>1,230,692</b>		<b>21</b>	<b>1,234,256</b>	<b>1,234,256</b>

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	2,356,580	2,338,478	2,338,478	2,218,379	2,229,095	2,229,095	(109,383)
Personnel Services	1,742,748	2,025,852	2,025,852	1,811,657	1,999,766	1,999,766	(26,086)
Materials and Supplies	293,356	358,001	358,001	238,300	229,645	229,645	(128,356)
Charges and Services	337,956	375,451	375,451	317,476	296,107	296,107	(79,344)
Operating Capital	-	37,200	37,200	35,292	-	-	(37,200)
<b>Total Expenditures</b>	<b>2,374,060</b>	<b>2,796,504</b>	<b>2,796,504</b>	<b>2,402,725</b>	<b>2,525,518</b>	<b>2,525,518</b>	<b>(270,986)</b>

Change over 2020 Revised Budget

(270,986)

% change over 2020 Revised Budget

11%

# Library

## Mission

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**Durango Public Library Mission:** The Durango Public Library enriches the community by providing an environment where information abounds, ideas flow, and imagination thrives. **The Durango Public Library Vision:** The Durango Public Library provides a welcoming place for all people to gather, learn, and discover. The Library realizes and accepts that libraries are constantly evolving, and is open to pioneering ideas in an ever-changing world of technology and innovation. Library employees are engaged in their work, and are dedicated to serving the community. The Library provides a dynamic collection in multiple formats to support learning and recreation. The Library staff are responsible stewards of the public's resources and investments.

## FY 2021 Goals and Objectives

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Goals B & C: The Library will work to rebuild our in-person services for the public once the COVID-19 virus is deemed to be under control.

Goal C: While limited by budget availability, digital services and materials will continue to build so the community continues to have robust access to materials, regardless of public health status.

Goal B: The Library has been identified for solar, lighting, and plumbing upgrades through the McKinstry project, overseen by the City's Sustainability Coordinator. The Library will continue to replace standard lighting with LED until the commencement of the McKinstry project.

Goals B & C: As the economy recovers and funding improves, the Library will rebuild its workforce to at least pre-COVID levels. The Library will continue with minimal spending until the crisis has subsided and funding returns to previous levels.

Goal A: The Library will continue to focus on diversity, equity and inclusion through our collections and programs, ensuring that the diversity of our community and our nation are reflected in both areas.

Goal A: Key documents will be translated into Spanish.

## FY 2020 Results

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1. Due to losses in revenue, the Library has been focusing on digital and popular materials. The budget has been reduced significantly. However, eBook and eAudiobook use has risen more than 37%.
2. Building maintenance has continued through the closure. All public areas of the building have been painted. Most equipment repairs have also been taken care of.
3. A survey for the public on Library services opened in March and closed in April. Unfortunately, the inability to advertise the survey was hampered by the COVID closure and the response was not as robust as we had hoped it would be.
4. The Integrated Library system was implemented on April 30, 2020. The Library has a new online catalog, with many new features, as well as a new mobile catalog app.
5. Electric Vehicle Charging stations are on hold. Cost of installation was higher than anticipated. In addition, a survey that was conducted (51 responses) only had 17 people stating they would use an EVC at the library.
6. The Library had been using Table to Farm's composting service until the closure in March. The service was suspended until the Café began curbside service again in September.

## Library Revenues and Expenditures

Fund: 11 Division:4711

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<b>Revenues</b>							
61349-Joint Sales Tax	2,232,115	2,160,050	2,160,050	2,137,837	2,188,710	2,188,710	28,660
65219-Library Fines	23,349	26,000	26,000	2,733	4,000	4,000	(22,000)
66599-Library Other Revenues	66,441	107,428	107,428	71,232	22,385	22,385	(85,043)
66609-Library Facility Rentals	34,675	45,000	45,000	6,577	14,000	14,000	(31,000)
<b>Total Revenues</b>	<b>2,356,580</b>	<b>2,338,478</b>	<b>2,338,478</b>	<b>2,218,379</b>	<b>2,229,095</b>	<b>2,229,095</b>	<b>(109,383)</b>
<b>Expenditures</b>							
11199-Salaries	1,058,302	1,196,667	1,196,667	1,162,073	1,234,257	1,234,257	37,590
11299-Part Time Salaries	162,749	215,000	215,000	129,390	205,049	205,049	(9,951)
12199-Overtime	6	200	200	-	-	-	(200)
14299-FICA	9,960	18,679	18,679	8,778	15,277	15,277	(3,402)
14399-Insurance	375,814	406,541	406,541	364,963	383,303	383,303	(23,238)
14599-Retirement	117,011	158,840	158,840	124,894	138,237	138,237	(20,603)
14799-Medicare	16,825	24,178	24,178	16,162	18,531	18,531	(5,647)
15199-Unemployment	2,080	5,747	5,747	5,397	5,112	5,112	(635)
21199-Office Supplies	2,904	4,000	4,000	2,000	3,000	3,000	(1,000)
22699-Books & Other Materials	246,293	276,676	276,676	180,000	185,220	185,220	(91,456)
23199-Fuel	578	600	600	300	400	400	(200)
26999-Other Supplies	43,581	76,725	76,725	56,000	41,025	41,025	(35,700)
31399-Liability Insurance	17,243	19,609	19,609	19,609	19,609	19,609	-
31499-Other Contracted Services	121,795	151,816	151,816	137,287	127,383	127,383	(24,433)
32199-Printing	336	500	500	128	1,000	1,000	500
32399-Postage	5,229	5,200	5,200	5,200	4,420	4,420	(780)
32599-Ad Placement	271	600	600	-	100	100	(500)
32799-Credit Card Fees	2,528	2,100	2,100	1,400	1,785	1,785	(315)
33299-Special Events	14,780	15,000	15,000	3,200	7,000	7,000	(8,000)
33599-Dues And Memberships	653	2,170	2,170	1,000	2,650	2,650	480
33899-Professional Development and Travel	19,499	41,054	41,054	26,250	10,000	10,000	(31,054)
34199-Utilities - Electric	58,608	56,170	56,170	51,170	49,000	49,000	(7,170)
34299-Utilities - Water, Sewer, Trash	14,299	14,000	14,000	13,000	14,000	14,000	-
34399-Utilities - Gas	6,451	8,000	8,000	6,000	6,000	6,000	(2,000)
34599-Utilities - Telephone	6,658	6,299	6,299	6,299	6,299	6,299	-
35699-Vehicle Rent and Maintenance	6,446	6,933	6,933	6,933	6,861	6,861	(72)
36199-Repair & Maintenance	63,161	46,000	46,000	40,000	40,000	40,000	(6,000)
49199-Other Capital	-	37,200	37,200	35,292	-	-	(37,200)
<b>Total Expenditures</b>	<b>2,374,060</b>	<b>2,796,504</b>	<b>2,796,504</b>	<b>2,402,725</b>	<b>2,525,518</b>	<b>2,525,518</b>	<b>(270,986)</b>

# Community Support Funding

## Mission

The City's contributions to community support services.

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	572,800	-	487,000	-	611,000	611,000	(124,000)
Personnel Services	-	-	-	-	-	-	-
Materials and Supplies	1,390	3,240	3,240	1,450	2,740	2,740	(500)
Charges and Services	1,302,020	938,602	1,425,602	938,602	1,962,056	1,962,056	536,454
Operating Capital	-	-	-	-	-	-	-
<b>Total</b>	<b>1,303,410</b>	<b>941,842</b>	<b>1,428,842</b>	<b>940,052</b>	<b>1,964,796</b>	<b>1,964,796</b>	<b>535,954</b>
<b>Change over 2020 Revised Budget</b>							<b>535,954</b>
<b>% change over 2020 Revised Budget</b>							<b>38%</b>

## Revenues and Expenditures

Fund:11 Division: 4811-4814

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Revenues</u>							
63149-CDBG Grant	572,800	-	487,000	-	611,000	611,000	124,000
<b>Total Revenues</b>	<b>572,800</b>	<b>-</b>	<b>487,000</b>	<b>-</b>	<b>611,000</b>	<b>611,000</b>	<b>124,000</b>
<u>Expenditures Discretionary</u>							
37169- Homeless Program	6,000	17,500	17,500	17,500	17,500	17,500	-
<u>Expenditures Contractual</u>							
37019 Acute Treatment Unit	150,200	150,000	150,000	150,000	150,000	150,000	-
37029-Food Tax Rebate Program	11,288	15,000	15,000	15,000	15,000	15,000	-
37089-Animal Shelter	100,000	100,000	100,000	100,000	100,000	100,000	-
37179-La Plata Youth Services	91,500	91,500	91,500	91,500	91,500	91,500	-
37199-Detox Center	221,901	233,938	233,938	233,938	226,875	226,875	(7,063)
37299-Homes Fund	-	59,664	59,664	59,664	59,664	59,664	-
37309-Utility Refund Program	7,394	8,000	8,000	8,000	8,000	8,000	-
37699-Human Services Block Grant	140,000	220,000	220,000	220,000	220,000	220,000	-
37902-Low Income Transit Pass	-	3,000	3,000	3,000	3,000	3,000	-
37903-Creative District	-	40,000	40,000	40,000	40,000	40,000	-
37904-Animal Control Contract	-	-	-	-	230,333	230,333	230,333
37904-Animal Control Contract	-	-	-	-	181,684	181,684	181,684
37209-Federal Grants	573,737	-	487,000	-	611,000	611,000	124,000
31499- Translation Services	-	-	-	-	7,500	7,500	-
26999-Youth Engagement Program	1,390	3,240	3,240	1,450	2,740	2,740	-
<b>Total Expenditures</b>	<b>1,303,410</b>	<b>941,842</b>	<b>1,428,842</b>	<b>940,052</b>	<b>1,964,796</b>	<b>1,964,796</b>	<b>528,954</b>

CDBG Homes Fund Federal Grants pass through 611,000  
 Increase CDBG Homesfund pass through grant 611,000  
 Translation Services 7,500

# Durango Welcome Center

## Mission

The Durango Welcome Center is made possible by the collaboration of the City of Durango, Fort Lewis College, Durango Area Tourism Office, and the Business Improvement District. The facility provides downtown visitors with basic services such as downtown maps, public restrooms, and drinking water. It also provides a place to purchase concert tickets and get the answer to many questions about the Durango area. In short, the Durango Welcome Center is the nucleus of downtown Durango, providing the ultimate concierge service, and welcoming the world.

Class	2019	2020	2020	2020 Est.	2021	2021	Budget
	Actual	Adopted	Revised	Actual	Proposed	Adopted	Variance
Program Revenue	113,942	100,000	100,000	101,620	100,000	100,000	-
Personnel Services	-	-	-	-	-	-	-
Materials and Supplies	1,846	1,500	1,500	1,500	2,000	2,000	(500)
Charges and Services	97,845	95,394	95,394	91,294	94,594	94,594	800
Operating Capital	-	-	-	-	-	-	-
<b>Total</b>	<b>99,691</b>	<b>96,894</b>	<b>96,894</b>	<b>92,794</b>	<b>96,594</b>	<b>96,594</b>	<b>300</b>
<b>Change over 2020 Revised Budget</b>							<b>300</b>
<b>% change over 2020 Revised Budget</b>							<b>0%</b>

## Durango Welcome Center Revenues and Expenditures

Fund:11 Division: 4814

Object	2019	2020	2020	2020 Est.	2021	2021	Budget
	Actual	Adopted	Revised	Actual	Proposed	Adopted	Variance
<u>Revenues</u>							
66229-Rental On Buildings	113,942	100,000	100,000	101,620	100,000	100,000	-
<u>Expenditures</u>							
26999-Other Supplies	1,846	1,500	1,500	1,500	2,000	2,000	500
31499-Other Contracted Services	26,161	19,900	19,900	19,900	20,000	20,000	100
34199-Utilities - Electric	5,524	10,000	10,000	7,000	7,000	7,000	(3,000)
34299-Utilities - Water, Sewer, Trash	311	900	900	800	3,000	3,000	2,100
34399-Utilities - Gas	1,072	1,000	1,000	1,000	1,000	1,000	-
35799-Rentals	63,742	61,594	61,594	61,594	61,594	61,594	-
36199-Repair & Maintenance	1,036	2,000	2,000	1,000	2,000	2,000	-
<b>Total Expenditures</b>	<b>99,691</b>	<b>96,894</b>	<b>96,894</b>	<b>92,794</b>	<b>96,594</b>	<b>96,594</b>	<b>(300)</b>

## Non-Departmental Miscellaneous

### Mission

All General Fund charges not directly related to operating departments are accounted for under this section. Examples are general liability insurance, contingency and debt retirement.

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	-	-	-	-	-	-	-
Personnel Services	270,891	334,831	334,831	334,831	337,119	337,119	2,288
Materials and Supplies	-	-	-	-	-	-	-
Charges and Services	722,112	1,886,674	1,876,174	1,245,418	518,678	518,678	(1,357,496)
Operating Capital	-	-	-	-	-	-	-
<b>Total</b>	<b>993,003</b>	<b>2,221,505</b>	<b>2,211,005</b>	<b>1,580,249</b>	<b>855,797</b>	<b>855,797</b>	<b>(1,355,208)</b>
<b>Change over 2020 Revised Budget</b>							<b>(1,355,208)</b>
<b>% change over 2020 Revised Budget</b>							<b>-61%</b>

## Non-Departmental Misc. Revenues and Expenditures

Fund:11 Division: 4999

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Expenditures</u>							
15199-Unemployment	270,891	334,831	334,831	334,831	337,119	337,119	2,288
31299-Professional Services	141,741	50,000	50,000	50,000	50,000	50,000	-
31399-Liability Insurance	318,646	354,443	354,443	354,443	331,704	331,704	(22,739)
31499-Other Contracted Services	49,650	35,000	35,000	35,000	35,000	35,000	-
39119-Salary Contingency	-	200,000	200,000	200,000	-	-	(200,000)
39299-Principal Payments	110,000	115,000	115,000	115,000	11,000	11,000	(104,000)
39399-Interest Payments	80,325	76,475	76,475	76,475	76,474	76,474	(1)
39699-Interfund Transfer	21,750	14,500	14,500	14,500	14,500	14,500	-
39799-Transfer to Capital Projects Fund	-	1,041,256	1,030,756	400,000	-	-	(1,030,756)
<b>Total Expenditures</b>	<b>993,003</b>	<b>2,221,505</b>	<b>2,211,005</b>	<b>1,580,249</b>	<b>855,797</b>	<b>855,797</b>	<b>(1,355,208)</b>

Decrease in Transfer for unemployment insurance (8,750)



# General Services- Administration

## Mission

This Division provides for the administration, management, utilities and maintenance of the Service Center's buildings to support City Operations Administration functions, with a focus on environmental sustainability. Divisions working out of the Service Center buildings include City Operations Administration, Fleet Maintenance, Central Warehouse, Building Maintenance, Street, Utility and Transit operations.

## FY 2021 Goals and Objectives

- B.4 - Support an effective organization with a high-performance workforce
- B.6 - Continue to develop financial management tools, including Key Performance Indicators (KPIs)
- E.4 - Asset Management and Facility Needs

Authorized Personnel	FY20 FTE	2020	FY21 FTE	2021	2021
		Current		Proposed	Adopted
Administrative Associate	1	47,573	1	49,403	49,403
Inventory Technician	1	50,073	1	51,999	51,999
<b>Total</b>	<b>2</b>	<b>97,646</b>	<b>2</b>	<b>101,401</b>	<b>101,401</b>

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	92,508	58,500	58,500	83,500	58,500	58,500	-
Personnel Services	133,663	135,714	135,714	126,094	128,323	128,323	(7,391)
Materials and Supplies	1,248	8,500	8,500	3,750	8,000	8,000	(500)
Charges and Services	95,271	98,081	98,081	89,931	89,714	89,714	(8,367)
Operating Capital	-	-	-	-	-	-	-
<b>Total</b>	<b>230,182</b>	<b>242,295</b>	<b>242,295</b>	<b>219,775</b>	<b>226,037</b>	<b>226,037</b>	<b>(16,258)</b>
<b>Change over 2020 Revised Budget</b>							<b>(16,258)</b>
<b>% change over 2020 Revised Budget</b>							<b>-7%</b>

## General Services Administration Revenues and Expenditures

Fund: 81 Division: 7110/7130

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<b>Revenues</b>							
64769-Maintenance Charges	11,944	1,500	1,500	1,500	1,500	1,500	-
66119-Interest Earned	5,564	7,000	7,000	7,000	7,000	7,000	-
66639-Transfer From General Fund	21,750	14,500	14,500	21,750	14,500	14,500	-
66649-Transfer From Water Fund	19,500	13,000	13,000	19,500	13,000	13,000	-
66659-Transfer From Sewer Fund	18,750	12,500	12,500	18,750	12,500	12,500	-
66698-Transfer From Parking Fund	7,500	5,000	5,000	7,500	5,000	5,000	-
66699-Transfer From Sustainable Services	7,500	5,000	5,000	7,500	5,000	5,000	-
<b>Total Revenues</b>	<b>92,508</b>	<b>58,500</b>	<b>58,500</b>	<b>83,500</b>	<b>58,500</b>	<b>58,500</b>	
<b>Expenditures</b>							
		<b>115,500</b>					
11199-Salaries	96,393	98,069	98,069	95,618	101,401	101,401	3,332
12199-Overtime	2,322	2,050	2,050	1,000	1,500	1,500	(550)
14399-Insurance	20,471	20,662	20,662	15,502	10,068	10,068	(10,594)
14599-Retirement	10,950	11,223	11,223	10,174	11,357	11,357	134
14799-Medicare	1,387	1,422	1,422	1,422	1,470	1,470	48
15199-Unemployment	2,140	2,288	2,288	2,378	2,526	2,526	238
21199-Office Supplies	693	300	300	200	300	300	-
26999-Other Supplies	438	4,700	4,700	1,000	4,700	4,700	-
32299-Books, News & Periodicals	-	150	150	150	150	150	-
32399-Postage	86	150	150	150	150	150	-
32699-Freight on Inventory	2,112	2,500	2,500	2,000	2,500	2,500	-
33599-Dues And Memberships	-	400	400	-	400	400	-
33799-Auto Allowance & Mileage	4,200	4,200	4,200	4,200	4,200	4,200	-
33899-Professional Development and Travel	2,517	2,400	2,400	1,800	2,400	2,400	-
34599-Utilities - Telephone	480	250	250	250	250	250	-
39119-Salary Contingency	-	-	-	-	-	-	-
39699-Interfund Transfer	615	615	615	615	615	615	-
26999-Other Supplies	117	3,500	3,500	2,550	3,000	3,000	(500)
31499-Other Contracted Services	1,019	4,050	4,050	4,000	3,000	3,000	(1,050)
31599-Software Maintenance	-	1,000	1,000	1,000	-	-	(1,000)
34199-Utilities - Electric	39,659	40,000	40,000	41,200	40,000	40,000	-
34299-Utilities - Water, Sewer, Trash	9,693	9,000	9,000	4,800	9,000	9,000	-
34399-Utilities - Gas	9,362	6,600	6,600	6,500	6,600	6,600	-
35699-Vehicle Rent and Maintenance	3,266	3,266	3,266	3,266	2,949	2,949	(317)
36199-Repair & Maintenance	22,260	23,500	23,500	20,000	17,500	17,500	(6,000)
<b>Total Expenditures</b>	<b>230,182</b>	<b>242,295</b>	<b>242,295</b>	<b>219,775</b>	<b>226,037</b>	<b>226,037</b>	<b>(16,258)</b>
Change in Fund Balance	(137,674)	(183,795)	(183,795)	(136,275)	(167,537)	(167,537)	
Beginning Fund Balance		308,923	308,923	308,923	172,648	172,648	
Ending Fund Balance	308,923	125,128	125,128	172,648	5,112	5,112	

## Capital Equipment Replacement Fund

The Capital Equipment Replacement Fund (CERF) is the fleet replacement program and funding process for City vehicles and equipment. Additions to the existing CERF fleet are initially budgeted for and purchased by the requesting Division. The new equipment or vehicle is then added to the CERF program. Replacement charges are calculated by the original cost of the vehicle, divided by the number of years the vehicle is expected to last with a 3% inflation factor added each year. This fee is charged to the Division for each assigned vehicle and collected quarterly. When a vehicle reaches the scheduled replacement year, the combination of collected CERF funds and the surplus value of the vehicle, fund the purchase of the new replacement. All enhancements or added options not included in the original purchase are not eligible for CERF funding and must be budgeted for by the requesting Division.

### Summary of Revenues and Expenditures

	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Revenues</u>							
64769-Maintenance Charges	863,046	942,819	942,819	831,076	942,819	942,819	-
66119-Interest Earned	86,053	85,000	85,000	80,000	85,000	85,000	-
66559-Other Revenue	332	3,500	3,500	40,000	3,500	3,500	-
66619-Administration Fee	2,190,380	2,352,844	2,352,844	2,290,380	2,352,844	2,352,844	-
66719-Sale of Fixed Assets	93,432	100,000	100,000	100,000	100,000	100,000	-
<b>Total Revenues</b>	<b>3,233,243</b>	<b>3,484,163</b>	<b>3,484,163</b>	<b>3,341,456</b>	<b>3,484,163</b>	<b>3,484,163</b>	
<u>Expenditures</u>							
CERF Operations	1,330,171	1,387,867	1,387,867	1,136,298	1,286,827	1,286,827	(101,040)
Capital replacement	1,172,655	1,554,207	1,554,207	1,305,859	2,952,368	2,952,368	1,398,161
<b>Total Expenditures</b>	<b>2,502,826</b>	<b>2,942,074</b>	<b>2,942,074</b>	<b>2,442,157</b>	<b>4,239,195</b>	<b>4,239,195</b>	<b>1,297,121</b>
Change in Fund Balance	730,417	542,089	542,089	899,299	(755,032)	(755,032)	
Beginning Fund Balance		4,520,198	4,520,198	4,520,198	5,419,497	5,419,497	
Ending Fund Balance	4,520,198	5,062,287	5,062,287	5,419,497	4,664,465	4,664,465	

Increase in replacement vehicles previously deferred 1,217,933

## CAPITAL EQUIPMENT REPLACEMENT & MAINTENANCE

### CERF- Replacement Capital Outlay Detail

Fund:82 Division: 7230

Year	TYPE	Make	Model	Life	Replacement Cost	ReplaceYr
2009	PU	CHEVY	2500HD	7	59,104	2021
2018	SUV	CHEVY	TAHOE	3	59,104	2021
2018	SUV	CHEVY	TAHOE	3	59,104	2021
2018	SUV	CHEVY	TAHOE	3	59,104	2021
2018	SUV	CHEVY	TAHOE	3	59,104	2021
2018	SUV	CHEVY	TAHOE	3	59,104	2021
2016	MSE	POW	PL6950	5	7,430	2021
2014	HT	AUTO	ACMD	7	288,898	2021
2011	PU	CHEVY	C3500HD	10	43,441	2021
2016	MSE	JD	X750	5	14,053	2021
2011	MSE	ZAMBONI	545	10	98,166	2021
2009	CAMERA VAN	FORD	E450 SD	12	63,250	2021
2011	LT	CHEVY	SILVERAD3500	10	45,250	2021
2014	HT	FREIGHTL	M2106V	7	405,150	2021
2016	HT	MACK	LEU613	5	276,893	2021
2016	MB	FORD	E450 SD	5	20,223	2021
2016	MB	FORD	E450 SD	5	20,223	2021
2016	MB	FORD	E450 SD	5	20,223	2021
2016	MB	FORD	E450 SD	5	20,223	2021
2016	MB	FORD	E350 SD	5	18,264	2021
2002	MISC	CIMLINE	110D M/A	10	43,057	2021
2005	MOTOR GRADE	JD	772D	15	143,923	2021
2005	HT	STERLING	ACTERRA	15	212,000	2021
2005	HT	STERLING	ACTERRA	15	212,000	2021
2011	PU	CHEVY	K2500HD	7	34,124	2021
2013	SKID	BOBCAT	S650	5	60,695	2021
2013	PU	CHEVY	C3500HD	7	41,913	2021
2013	MISC	BOBCAT	5600 TOOLCAT	7	37,886	2021
2015	BACKHOE	CAT	420E 4WD	5	62,857	2021
2015	MISC	POWERLINER	PL6950	5	7,040	2021
2013	PU	CHEVY	2500HD	7	28,432	2021
2003	TRAILER	WELLS CARGO	EW1622	15	8,480	2021
2005	TRAILER	WELLS CARGO	EW1622	12	9,131	2021
2005	WINCH CAT	PRINOTH	BR350	10	152,656	2021
1994	FORKLIFT	SKYTRAC	5028	7	39,217	2021
2013	PU	CHEVY	2500HD	7	28,432	2021
2013	PU	CHEVY	2500HD	7	28,432	2021
2013	PU	CHEVY	2500HD	7	28,432	2021
2005	TRAILER	HAUL MASTER	TS5X10DS2R	15	3,913	2021
2015	SUV	JEEP	CHEROKEE S	7	35,313	2021
2016	TR	FORD	F-53	5	38,124	2021
<b>Total</b>					<b>2,952,368</b>	

# CAPITAL EQUIPMENT REPLACEMENT & MAINTENANCE

## Mission

The Fleet Maintenance Division is responsible for providing maintenance and replacement of 315 City vehicles and equipment in an efficient and economical manner. This Division maintains radios to facilitate dependable communication throughout all City divisions. This Division also includes training, uniforms, safety supplies and professional development funds for technical mechanical staff.

## FY 2021 Goals and Objectives

- B.4 - Support an effective organization with a high-performance workforce
- B.6 - Continue to develop financial management tools, including Key Performance Indicators (KPIs)
- E.4 - Asset Management and Facility Needs

## FY 2020 Key Results

- 1. Replaced nine pieces of equipment in 2020.
- 2. Sold surplus equipment for \$239,802 YTD.

Authorized Personnel	FY20 FTE	2020 Current	FY21 FTE	2021 Proposed	2021 Adopted
Fleet Supervisor	1	60,588	1	62,918	62,918
Mechanic	1	58,053	1	60,286	60,286
Mechanic	1	59,689	1	61,984	61,984
Mechanic	1	59,689	1	61,984	61,984
Senior Facilities Maintenance Technician	1	42,149	1	43,770	43,770
Facilities/Fleet Manager	1	93,022	1	96,599	96,599
Mechanic	1	50,073	1	51,999	51,999
Mechanic	1	50,073	1	51,999	51,999
Fleet Maintenance Worker	1	31,595	1	32,810	32,810
<b>Total</b>	<b>9</b>	<b>504,930</b>	<b>9</b>	<b>1,048,700</b>	<b>1,048,700</b>

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	-	-	-	-	-	-	-
Personnel Services	623,103	755,710	755,710	635,107	765,912	765,912	10,202
Materials and Supplies	620,388	425,675	425,675	422,575	423,675	423,675	(2,000)
Charges and Services	86,681	83,071	83,071	78,616	81,240	81,240	(1,831)
Operating Capital	-	123,411	123,411	-	16,000	16,000	107,411
<b>Total</b>	<b>1,330,171</b>	<b>1,387,867</b>	<b>1,387,867</b>	<b>1,136,298</b>	<b>1,286,827</b>	<b>1,286,827</b>	<b>113,782</b>
<b>Change over 2020 Revised Budget</b>							<b>113,782</b>
<b>% change over 2020 Revised Budget</b>							<b>8%</b>

## CAPITAL EQUIPMENT REPLACEMENT & MAINTENANCE Revenues and Expenditures

Fund:82 Division: 7220

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Expenditures</u>							
11199-Salaries	433,299	504,678	504,678	438,000	524,350	524,350	19,672
11299-Part Time Salaries	-	20,100	20,100	-	-	-	(20,100)
12199-Overtime	13,122	14,300	14,300	10,000	9,000	9,000	(5,300)
12299-Part Time Overtime	-	500	500	-	-	-	(500)
14299-FICA	-	1,277	1,277	-	-	-	(1,277)
14399-Insurance	110,992	133,779	133,779	115,000	154,454	154,454	20,675
14599-Retirement	49,452	61,091	61,091	54,000	58,727	58,727	(2,364)
14799-Medicare	6,257	8,208	8,208	6,500	7,603	7,603	(605)
15199-Unemployment	9,980	11,777	11,777	11,607	11,777	11,777	-
21199-Office Supplies	564	300	300	200	300	300	-
22599-Clothing and Uniforms	4,538	5,000	5,000	4,000	5,000	5,000	-
23199-Fuel	3,257	3,000	3,000	2,000	3,000	3,000	-
23299-Vehicle Parts	601,502	405,000	405,000	405,000	405,000	405,000	-
24199-Hand Tools	1,900	2,375	2,375	2,375	2,375	2,375	-
26999-Other Supplies	8,626	10,000	10,000	9,000	8,000	8,000	(2,000)
31499-Other Contracted Services	36,388	43,000	43,000	43,000	43,000	43,000	-
31599-Software Maintenance	7,051	9,005	9,005	8,000	7,000	7,000	(2,005)
33599-Dues And Memberships	-	500	500	250	500	500	-
33899-Professional Development and	1,758	4,200	4,200	2,000	3,000	3,000	(1,200)
34599-Utilities - Telephone	1,216	780	780	780	780	780	-
35699-Vehicle Rent and Maintenance	22,390	20,669	20,669	20,669	22,043	22,043	1,374
36199-Repair & Maintenance	3,403	2,500	2,500	1,500	2,500	2,500	-
39119-Salary Contingency	-	-	-	-	-	-	-
39699-Interfund Transfer	14,474	2,417	2,417	2,417	2,417	2,417	-
49199-Other Capital	-	123,411	123,411	-	16,000	16,000	(107,411)
<b>Total Expenditures</b>	<b>1,330,171</b>	<b>1,387,867</b>	<b>1,387,867</b>	<b>1,136,298</b>	<b>1,286,827</b>	<b>1,286,827</b>	<b>(101,040)</b>

## Risk Management

### Mission

Safety and Risk Management administers all workers' compensation claims, as well as coordinating a City-wide return to work program. This Division coordinates safety training for all departments and coordinates our employee drug and alcohol testing program. This Division administers all citizen and City property casualty claims, and motor vehicle liability claims. The Safety Officer is the direct liaison with CIRSA for all insurance, renewals, and safety training programs. The Safety Officer conducts accident investigations and seeks restitution on all damaged city property. The Division's priority is to provide a safe working environment. This Division seeks ongoing visibility, time in the field, and programs for accident prevention and safety awareness.

### FY 2021 Goals and Objectives

Continue time spent in the field and at job sites.  
 Continue a comprehensive safety training program for all employees.  
 Provide a safe working environment for all employees.  
 Continue to decrease all accident categories.

### 2020 Key Results

B.4 - Support an effective organization with a high-performance workforce  
 B.6 - Continue to develop financial management tools including Key Performance Indicators (KPIs)  
 E.4 - Asset Management and Facility Needs

Authorized Personnel	FY20 FTE	2020		2021	
		Current	FY21 FTE	Proposed	Adopted
Safety Officer/Risk Administrator	1	71,359	1	74,103	74,103
<b>Total</b>	<b>1</b>	<b>71,359</b>	<b>1</b>	<b>74,103</b>	<b>74,103</b>

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	1,195,199	1,371,807	1,371,807	1,195,537	1,371,807	1,371,807	-
Personnel Services	100,990	102,604	102,604	100,985	122,108	122,108	19,504
Materials and Supplies	1,310	2,100	2,100	600	1,850	1,850	(250)
Charges and Services	1,037,259	1,219,847	1,219,847	1,217,387	1,307,422	1,307,422	87,575
Operating Capital	-	-	-	-	-	-	-
<b>Total</b>	<b>1,139,559</b>	<b>1,324,551</b>	<b>1,324,551</b>	<b>1,318,972</b>	<b>1,431,380</b>	<b>1,431,380</b>	<b>106,829</b>
<b>Change over 2020 Revised Budget</b>							<b>106,829</b>
<b>% change over 2020 Revised Budget</b>							<b>8%</b>

**Risk Management Revenues and Expenditures**

Fund:84 Division: 7520

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<b>Revenues</b>							
66119-Interest Earned	6,262	6,500	6,500	6,600	6,500	6,500	-
66629-Interfund Transfer	17,467	16,970	16,970	17,467	16,970	16,970	-
66639-Transfer From General Fund	605,212	726,970	726,970	605,212	726,970	726,970	-
66649-Transfer From Water Fund	125,101	114,970	114,970	125,101	114,970	114,970	-
66659-Transfer From Sewer Fund	85,184	96,161	96,161	85,184	96,161	96,161	-
66669-Transfer From Airport Fund	116,837	129,303	129,303	116,837	129,303	129,303	-
66698-Transfer From Parking Fund	152,784	163,869	163,869	152,784	163,869	163,869	-
66699-Transfer From Sustainable Services Fund	86,352	117,064	117,064	86,352	117,064	117,064	-
<b>Total Revenues</b>	<b>1,195,199</b>	<b>1,371,807</b>	<b>1,371,807</b>	<b>1,195,537</b>	<b>1,371,807</b>	<b>1,371,807</b>	
<b>Expenditures</b>							
11199-Salaries	69,909	71,359	71,359	69,280	74,103	74,103	2,744
14399-Insurance	22,348	22,217	22,217	23,000	38,631	38,631	16,414
14599-Retirement	7,759	7,993	7,993	7,700	8,300	8,300	307
14799-Medicare	974	1,035	1,035	1,005	1,075	1,075	40
21199-Office Supplies	80	600	600	100	500	500	(100)
23199-Fuel	335	600	600	250	600	600	-
26999-Other Supplies	895	900	900	250	750	750	(150)
31099-Medical Premiums Paid	870,979	1,015,503	1,015,503	1,015,503	1,105,663	1,105,663	90,160
31199-Medical Claims Paid	148,728	185,000	185,000	185,000	185,000	185,000	-
31299-Professional Services	8,750	9,500	9,500	9,250	8,000	8,000	(1,500)
31499-Other Contracted Services	3,534	3,500	3,500	3,000	3,000	3,000	(500)
32199-Printing	-	20	20	20	20	20	-
32299-Books, News & Periodicals	-	50	50	50	50	50	-
32399-Postage	13	50	50	20	40	40	(10)
33599-Dues And Memberships	850	1,000	1,000	795	1,000	1,000	-
33899-Professional Development and Travel	531	975	975	500	975	975	-
33999-Training	2,397	2,500	2,500	1,500	2,125	2,125	(375)
34599-Utilities - Telephone	528	649	649	649	649	649	-
35699-Vehicle Rent and Maintenance	950	1,100	1,100	1,100	900	900	(200)
39199-Contingency	-	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>1,139,559</b>	<b>1,324,551</b>	<b>1,324,551</b>	<b>1,318,972</b>	<b>1,431,380</b>	<b>1,431,380</b>	<b>106,829</b>



## Risk Management

### Summary of Revenues and Expenditures

	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<b>Revenues</b>							
66119-Interest Earned	6,262	6,500	6,500	6,600	6,500	6,500	-
66629-Interfund Transfer	17,467	16,970	16,970	17,467	14,305	14,305	(2,665)
66639-Transfer From General Fund	605,212	726,970	726,970	605,212	706,906	706,906	(20,064)
66649-Transfer From Water Fund	125,101	114,970	114,970	125,101	114,970	114,970	-
66659-Transfer From Sewer Fund	85,184	96,161	96,161	85,184	96,161	96,161	-
66669-Transfer From Airport Fund	116,837	129,303	129,303	116,837	129,303	129,303	-
66698-Transfer From Parking Fund	152,784	163,869	163,869	152,784	163,869	163,869	-
66699-Transfer From Sustainable Services Fund	86,352	117,064	117,064	86,352	117,064	117,064	-
<b>Total Revenues</b>	<b>1,195,199</b>	<b>1,371,807</b>	<b>1,371,807</b>	<b>1,195,537</b>	<b>1,349,078</b>	<b>1,349,078</b>	
<b>Expenditures</b>							
Risk Management	1,139,559	1,324,551	1,324,551	1,318,972	1,431,380	1,431,380	106,829
<b>Total Expenditures</b>							
Change in Fund Balance	55,641	47,256	47,256	(123,435)	(82,302)	(82,302)	
Beginning Fund Balance		382,403	429,659	476,915	353,480	353,480	
Ending Fund Balance	382,403	429,659	476,915	353,480	271,177	271,177	

Decrease Transfer from General Fund	(20,064)
Decrease Transfer from CERF/General Services	(2,665)

## Self Insurance Fund

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	6,408,283	7,228,415	7,228,415	6,536,888	7,218,415	7,218,415	(10,000)
Charges and Services	5,580,864	6,773,467	6,773,467	6,273,580	6,599,660	6,599,660	(173,807)
<b>Total</b>	<b>5,580,864</b>	<b>6,773,467</b>	<b>6,773,467</b>	<b>6,273,580</b>	<b>6,599,660</b>	<b>6,599,660</b>	<b>(173,807)</b>
<b>Change over 2020 Revised Budget</b>							<b>(173,807)</b>
<b>% change over 2020 Revised Budget</b>							<b>-3%</b>

## Self- Insurance Revenues and Expenditures

Fund: 83 Division: 7320

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Revenues</u>							
64730-Employee Paid Medical	562,854	575,000	575,000	560,000	565,000	565,000	(10,000)
66119-Interest Earned	10,726	12,000	12,000	12,000	12,000	12,000	-
66559-Other Revenue	67,021	75,000	75,000	60,000	75,000	75,000	-
66629-Interfund Transfer	438,552	176,748	176,748	191,077	176,748	176,748	-
66639-Transfer From General Fund	4,111,083	4,639,867	4,639,867	4,057,505	4,639,867	4,639,867	-
66649-Transfer From Water Fund	361,215	331,884	331,884	320,804	331,884	331,884	-
66659-Transfer From Sewer Fund	229,710	390,032	390,032	370,309	390,032	390,032	-
66669-Transfer From Airport Fund	378,997	391,407	391,407	324,356	391,407	391,407	-
66698-Transfer From Parking Fund	75,579	417,978	417,978	422,572	417,978	417,978	-
66699-Transfer From Sustainable Services Fund	172,546	218,499	218,499	218,265	218,499	218,499	-
<b>Total Revenues</b>	<b>6,408,283</b>	<b>7,228,415</b>	<b>7,228,415</b>	<b>6,536,888</b>	<b>7,218,415</b>	<b>7,218,415</b>	<b>(10,000)</b>
<u>Expenditures</u>							
31098-Wellness Activities	19,792	25,000	25,000	25,000	25,000	25,000	-
31099-Medical Premiums Paid	1,636,713	1,709,813	1,709,813	1,583,160	2,078,010	2,078,010	368,197
31199-Medical Claims Paid	3,924,359	5,038,654	5,038,654	4,665,420	4,496,650	4,496,650	(542,004)
<b>Total Expenditures</b>	<b>5,580,864</b>	<b>6,773,467</b>	<b>6,773,467</b>	<b>6,273,580</b>	<b>6,599,660</b>	<b>6,599,660</b>	<b>(173,807)</b>
Change in Fund balance	827,420	454,948	454,948	263,308	618,755	618,755	
Beginning Fund Balance		296,292	296,292	296,292	559,600	559,600	
Ending Fund Balance	296,292	751,240	751,240	559,600	1,178,355	1,178,355	

# Water Fund

## Divisions

Adminstration	Treatment
Source of Water	Cross Connection Control
Pumping	Miscellaneous
Treatment / Distribution	

## 2021 Summary of Changes

Authorized Personnel	FY20 FTE	2020 Current	FY21 FTE	2021 Proposed	2021 Adopted
Assistant Utilities Director	0.5	45,951	0.50	47,718	47,718
Senior Civil Engineer	0.5	43,627	0.50	45,305	45,305
Project Manager-Utilities	0.5	40,776	0.50	42,345	42,345
Distribution/Collection	0.5	19,115	0.5	19,850	19,850
Distribution/Collection	0.5	19,115	0.5	19,850	19,850
Distribution/Collection	0.5	19,115	0.5	19,850	19,850
Distribution/Collection Technician	0.5	19,115	0.5	19,850	19,850
Distribution/Collection Technician	0.5	19,115	0.5	19,850	19,850
Distribution/Collection Supervisor	0.5	30,294	0.5	31,459	31,459
Distribution/Collection Technician	0.5	19,115	0.5	19,850	19,850
Distribution/Collection Technician	0.5	19,375	0.5	20,120	20,120
Distribution/Collection Technician	0.5	19,115	0.5	19,850	19,850
Distribution/Collection Technician	0.5	19,115	0.5	19,850	19,850
Senior Distribution/Collection Technician	0.5	24,917	0.5	25,875	25,875
Distribution/Collection Technician	0.5	23,260	0.5	24,154	24,154
Distribution/Collection Technician	0.5	19,115	0.5	19,850	19,850
Senior Distribution/Collection Technician	0.5	21,074	0.5	21,885	21,885
Distribution/Collection Supervisor	0.5	30,294	0.5	31,459	31,459
Distribution/Collection Technician	0.5	19,115	0.5	19,850	19,850
Distribution/Collection Technician	0.5	19,115	0.5	19,850	19,850
Distribution/Collection Manager	0.5	40,308	0.5	41,858	41,858
Senior Distribution/Collection Technician	0.5	21,074	0.5	21,885	21,885
Water Facility Supervisor	1.0	68,267	1.0	70,893	70,893
Water Plant Manager	1.0	81,232	1.0	84,356	84,356
Water Facility Technician	1.0	61,379	1.0	63,740	63,740
Water Facility Technician	1.0	53,021	1.0	55,060	55,060
Water Facility Technician	1.0	61,060	1.0	63,408	63,408
Water Facility Technician	1.0	63,962	1.0	66,422	66,422
Cross Connection Control Technician	1.0	47,398	1.0	49,221	49,221
<b>Total</b>	<b>18.0</b>	<b>987,537</b>	<b>18.0</b>	<b>1,025,519</b>	<b>1,025,519</b>

Water Fund							
Summary of Revenues and Expenditures							
	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<b>Revenues</b>							
64419-Water Sales-Residential	3,035,055	3,357,280	3,357,280	3,250,000	3,357,280	3,357,280	-
64429-Water Sales- Commercial	3,731,601	3,780,028	3,780,028	3,500,000	3,780,028	3,780,028	-
64439-Tap Fees	10,026	15,000	15,000	15,000	15,000	15,000	-
64449-Other Charges	65,723	80,000	80,000	75,000	80,000	80,000	-
66119-Interest Earned	309,554	180,000	180,000	300,000	180,000	180,000	-
66139-Fair Value Adj On Investments	59,306	-	-	-	-	-	-
66555-Water Dock Revenue	56,777	70,000	70,000	75,000	70,000	70,000	-
66559-Other Revenue	13,953	15,000	15,000	12,500	15,000	15,000	-
66719-Sale of Fixed Assets	-	5,000	5,000	5,000	5,000	5,000	-
63189-Federal Grants	4,510	-	-	-	-	-	-
66419-Plant Investment Fees	636,875	588,879	588,879	600,000	588,879	588,879	-
63349-State Grants	21,937	-	-	-	-	-	-
<b>Total Revenues</b>	<b>7,945,317</b>	<b>8,091,187</b>	<b>8,091,187</b>	<b>7,832,500</b>	<b>8,091,187</b>	<b>8,091,187</b>	-
<b>Expenditures</b>							
Administration	307,372	324,809	324,809	306,931	350,602	350,602	25,793
Source of Supply	85,230	198,300	198,300	215,100	190,228	190,228	(8,072)
Pumping	131,737	116,800	116,800	83,500	108,800	108,800	(8,000)
Transmission & Distribution	998,977	1,137,808	1,137,808	1,007,207	1,157,697	1,157,697	19,889
Treatment	982,189	1,115,909	1,115,909	964,487	1,091,408	1,091,408	(24,501)
Cross Connection Control	96,643	138,255	138,255	109,094	132,150	132,150	(6,105)
Miscellaneous	910,996	1,166,399	1,166,399	1,083,030	1,166,399	1,166,399	-
Capital Projects	564,312	14,711,159	10,751,781	4,983,329	6,595,630	6,595,630	
<b>Total Expenditures</b>	<b>4,077,455</b>	<b>18,909,439</b>	<b>14,950,061</b>	<b>8,752,677</b>	<b>10,792,914</b>	<b>10,792,914</b>	<b>(995)</b>
Change in Net Position (GAAP)	3,867,863	(10,818,252)	(6,858,874)	(920,177)	(2,701,727)	(2,701,727)	
Beginning Net Position	-	17,643,554	17,643,554	17,643,554	16,723,377	16,723,377	
Ending Net Position	17,643,554	6,825,302	10,784,680	16,723,377	14,021,650	14,021,650	

# Water Administration

## Mission

Water administration provides administrative, project and engineering support for the Utilities Department; including water system engineering and mapping, project financial and logistics planning, development plan review, and process management of all divisions within the Utilities Department.

## FY 2021 Goals and Objectives

Completed a number of projects including: CMWTP Office Expansion; Florida Intake reconstruction; Animas River Repair Work; Drought Management Plan; Grandview Pumpstation Rehabilitation; Utilities Admin Building Construction; and Distribution System Assessment.

## FY 2020 Key Results

Goal E: Continue to develop and construct capital projects throughout the City including: Santa Rita Soft Starts; Water Master Plan; Water Dock Upgrades; Meter replacement program; and water line replacements throughout the City per the Distribution Assessment.

Goal E: Utilize the results of the Distribution System assessment to prioritize line replacement projects moving forward as a utility.

Goal E: Complete the Water Master Plan and use that resource to prioritize short, medium and long term efforts and investments in our water infrastructure.

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	-	-	-	-	-	-	-
Personnel Services	174,321	180,917	180,917	168,059	190,380	190,380	(9,463)
Materials and Supplies	794	6,000	6,000	4,400	6,280	6,280	(280)
Charges and Services	132,257	137,892	137,892	134,472	153,942	153,942	(16,050)
Operating Capital	-	-	-	-	-	-	-
<b>Total</b>	307,372	324,809	324,809	306,931	350,602	350,602	(25,793)
<b>Change over 2020 Revised Budget</b>							<b>(25,793)</b>
<b>% change over 2020 Revised Budget</b>							<b>-8%</b>

## Water Administration Revenues and Expenditures

Fund:91 Division: 8110

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Expenditures</u>							
11199-Salaries	125,177	130,350	130,350	121,439	135,368	135,368	5,018
12199-Overtime	-	-	-	300	-	-	-
14399-Insurance	33,577	33,989	33,989	30,920	33,648	33,648	(341)
14599-Retirement	13,869	14,688	14,688	13,635	15,161	15,161	473
14799-Medicare	1,698	1,890	1,890	1,765	1,963	1,963	73
21199-Office Supplies	312	1,600	1,600	1,000	1,600	1,600	-
22599-Clothing and Uniforms	255	400	400	400	680	680	280
23199-Fuel	-	-	-	-	-	-	-
26999-Other Supplies	228	4,000	4,000	3,000	4,000	4,000	-
31299-Professional Services	13,987	7,500	7,500	7,000	8,000	8,000	500
31499-Other Contracted Services	35,874	33,700	33,700	32,000	39,000	39,000	5,300
31599-Software Maintenance	4,125	4,700	4,700	5,000	5,500	5,500	800
32199-Printing	608	1,200	1,200	500	1,000	1,000	(200)
32299-Books, News & Periodicals	-	550	550	500	500	500	(50)
32399-Postage	8,778	12,500	12,500	10,500	10,500	10,500	(2,000)
32499-Publication & Legal Notices	-	325	325	300	250	250	(75)
32799-Credit Card Fees	59,309	65,000	65,000	66,000	42,000	42,000	(23,000)
33599-Dues And Memberships	4,356	3,900	3,900	5,300	4,950	4,950	1,050
33799-Auto Allowance & Mileage	-	-	-	1,050	-	-	-
33899-Professional Development and Travel	2,777	5,500	5,500	4,000	5,000	5,000	(500)
34599-Utilities - Telephone	1,536	2,270	2,270	1,575	2,270	2,270	-
35699-Vehicle Rent and Maintenance	747	747	747	747	747	747	-
36199-Repair & Maintenance	160	-	-	-	5,000	5,000	5,000
11299-Part Time Salaries	-	-	-	-	4,000	4,000	4,000
14299-FICA	-	-	-	-	240	240	240
34199-Utilities - Electric	-	-	-	-	20,600	20,600	20,600
34299-Utilities - Water, Sewer, Trash	-	-	-	-	5,375	5,375	5,375
34399-Utilities - Gas	-	-	-	-	3,250	3,250	3,250
<b>Total Expenditures</b>	<b>307,372</b>	<b>324,809</b>	<b>324,809</b>	<b>306,931</b>	<b>350,602</b>	<b>350,602</b>	<b>25,793</b>

# Water Source of Supply

## Mission

This division provides operation and maintenance for the Florida River intake structure, flow monitoring equipment, 9 miles of pipeline, and outlet structure that delivers raw water, by gravity, to Terminal Reservoir. The Florida River is the primary and year round source of supply to the WTP. The Animas River (secondary supply) is pumped from the Santa Rita pump station to the reservoir, typically May – September, during peak demand. The Animas River is also available year round in the event of an off season loss of the Florida supply.

## FY 2021 Goals and Objectives

Goal E:

Santa Rita Pump Station:

Continued to maintain adequate raw water storage in Terminal reservoir during peak demand.

Closely monitor Animas River during weather events and avoid pumping high turbid runoff from 416 fire burn scar.

Procure replacement pump and motor for Santa Rita.

Installation of soft start motor control system for 3- 500 HP pump motors.

Complete scheduled projects:

Continue improvements to Terminal Reservoir and Santa Rita outfall.

Add flow monitoring at the Terminal Reservoir headworks irrigation flows to the Golf Course and Fort Lewis College.

Complete the Water Master Plan including sections addressing source of supply.

## FY 2020 Key Results

Diligent in Florida head gate operation to maintain maximum allotment that is designated and enforced by the Colorado Division of Water Resources and are consistent with the City of Durango water rights. This reduces pumping costs from the Animas, May – September

Continued to maintain adequate raw water storage in Terminal reservoir during peak demand.

Closely monitor Animas River during weather events and avoid pumping high turbid runoff from 416 fire burn scar.

Construction of Phase III of the Florida Headgate Improvement Project is completed. The project included reconstruction of the headgate, overflow structure, Parshall flume, electric gate actuators, flow monitoring instrumentation, SCADA control, and telemetry systems.

Maintained Animas supply:

Repair work completed to Animas River in-stream boulder structures near the Santa Rita Pump Station intake. Displacement of boulders was due to exceptionally high spring run-off in 2019.

Engineer/bid soft start motor control system for 3- 500 HP pump motors.

Replaced failed mechanical seal on Santa Rita Pump #1.

Installed new pre-cast Parshall flume, flow monitoring instrumentation, and control panel at Golf Course/FLC flow monitoring shed.

Class	2019	2020	2020	2020 Est.	2021	2021	Budget
	Actual	Adopted	Revised	Actual	Proposed	Adopted	Variance
Program Revenue	-	-	-	-	-	-	-
Personnel Services	-	-	-	-	-	-	-
Materials and Supplies	7,208	3,900	3,900	8,750	3,900	3,900	-
Charges and Services	78,022	194,400	194,400	206,350	186,328	186,328	(8,072)
Operating Capital	-	-	-	-	-	-	-
<b>Change over 2020 Revised Budget</b>	<b>85,230</b>	<b>198,300</b>	<b>198,300</b>	<b>215,100</b>	<b>190,228</b>	<b>190,228</b>	<b>(8,072)</b>
<b>% change over 2020 Revised Budget</b>							<b>-4%</b>

## Water Source of Supply Revenues and Expenditures

Fund:91 Division: 8111

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Expenditures</u>							
25199-Repair Parts & Materials	7,106	3,400	3,400	8,000	3,400	3,400	-
26999-Other Supplies	102	500	500	750	500	500	-
31499-Other Contracted Services	-	800	800	1,750	800	800	-
31599-Software Maintenance	2,533	2,700	2,700	4,000	2,700	2,700	-
34199-Utilities - Electric	-	139,700	139,700	100,000	105,000	105,000	(34,700)
34599-Utilities - Telephone	-	1,200	1,200	600	1,328	1,328	128
36199-Repair & Maintenance	75,489	50,000	50,000	100,000	76,500	76,500	26,500
<b>Total Expenditures</b>	<b>85,230</b>	<b>198,300</b>	<b>198,300</b>	<b>215,100</b>	<b>190,228</b>	<b>190,228</b>	<b>(8,072)</b>



# Water Pumping

## Mission

This division provides operation and maintenance on all of the department pump stations that include: Rockridge, Skyridge, Hillcrest, Ball Lane (Timberline Tank), Twin Buttes, and Grandview Pump Stations.

## FY 2021 Goals and Objectives

Grandview:

Construction completed for site and building improvements.  
Repaint interior floor that was stained/rusting due to paint failure.

Twin Buttes:

Replaced failed mechanical seal on pump #2.

Rockridge:

Removed obsolete chart recorder and cleaned up control panels.

## FY 2020 Key Results

Goal E: Continue to build spare parts inventory for repairs, maintain pumping availability. Increase remote visibility and pump station operation through SCADA.

Continue the refine pumping capability from Hillcrest pump station to Timberline pressure zone.

Install 3rd pump at Grandview Pump Station per 2005 Three Springs Development Agreement.

Complete engineering for controls/telemetry upgrades at Rockridge and Ball Lane Pump Stations.

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	-	-	-	-	-	-	-
Personnel Services	-	-	-	-	-	-	-
Materials and Supplies	1,528	6,400	6,400	9,000	6,400	6,400	-
Charges and Services	130,208	110,400	110,400	74,500	102,400	102,400	(8,000)
Operating Capital	-	-	-	-	-	-	-
<b>Total</b>	<b>131,737</b>	<b>116,800</b>	<b>116,800</b>	<b>83,500</b>	<b>108,800</b>	<b>108,800</b>	<b>(8,000)</b>
<b>Change over 2020 Revised Budget</b>							<b>(8,000)</b>
<b>% change over 2020 Revised Budget</b>							<b>-7%</b>

## Water Pumping Revenues and Expenditures

Fund: 91 Division: 8112

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Expenditures</u>							
25199-Repair Parts & Materials	1,526	4,800	4,800	8,000	4,800	4,800	-
26999-Other Supplies	2	1,600	1,600	1,000	1,600	1,600	-
31499-Other Contracted Services	-	11,000	11,000	4,000	3,000	3,000	(8,000)
31599-Software Maintenance	1,085	2,200	2,200	2,000	2,200	2,200	-
34199-Utilities - Electric	115,989	65,000	65,000	50,000	65,000	65,000	-
34599-Utilities - Telephone	7,956	7,200	7,200	6,000	7,200	7,200	-
36199-Repair & Maintenance	5,178	25,000	25,000	12,500	25,000	25,000	-
<b>Total Expenditures</b>	<b>131,737</b>	<b>116,800</b>	<b>116,800</b>	<b>83,500</b>	<b>108,800</b>	<b>108,800</b>	<b>(8,000)</b>

# Water Transmission/ Distribution

## Mission

This division provides operation and maintenance of all aspects of the water utility transmission and distribution system. Division staff repair leaks and breaks and repair and maintain fire hydrants. They make service calls, detect leaks, make new water taps, and install main line extensions, replace water service lines in the public right of way and install water meters.

## FY 2021 Goals and Objectives

Goal E: Continue effort of systematic valve exercising to reduce needs for replacement.

Work with Engineering Department to develop unidirectional line flushing program with appropriate isolation and line scouring methods to enhance water quality and improve infrastructure life.

Advance our remote visibility and operational capacity through the SCADA program including: Bid/construct Rockridge and Timberline Tank(s) Improvement Projects; Install fiber communications to Mercy & Jackrabbit PRV Stations per 2005 Three Springs Development Agreement; Install fiber communication and electrical power to Grandview Tank per 2005 Three Springs Development Agreement; and install fiber communication to Tanka Verde.

## FY 2020 Key Results

Compliant with CDPHE monitoring requirements, regulations, and water quality parameters.

Design completed for Rockridge and Timberline Tank Improvement Projects. Project includes upgraded electrical & controls system, instrumentation, tank mixing, and telemetry systems.

Completed installation of Control Panel and radio communication to S. SRPRV.

Replaced failed valve on water line going from South Durango Vault to South Durango Tank; on transmission main at CR 239; Replacement valve at 12th and Camino Del Rio (by River City Hall); and in other locations.

Commissioned new High Llama Lane PRV.

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	-	-	-	-	-	-	-
Personnel Services	560,706	678,846	678,846	550,724	669,765	669,765	(9,081)
Materials and Supplies	118,545	133,625	133,625	129,520	131,300	131,300	(2,325)
Charges and Services	310,447	325,337	325,337	326,963	339,132	339,132	13,795
Operating Capital	9,279	-	-	-	17,500	17,500	17,500
<b>Total</b>	<b>998,977</b>	<b>1,137,808</b>	<b>1,137,808</b>	<b>1,007,207</b>	<b>1,157,697</b>	<b>1,157,697</b>	<b>19,889</b>
<b>Change over 2020 Revised Budget</b>							<b>19,889</b>
<b>% change over 2020 Revised Budget</b>							<b>2%</b>

## Water Transmission Distribution Revenues and Expenditures

Fund: 91 Division: 8113

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Expenditures</u>							
11199-Salaries	363,571	428,870	428,870	359,332	437,049	437,049	8,179
12199-Overtime	30,260	36,522	36,522	28,500	32,000	32,000	(4,522)
14399-Insurance	115,014	150,228	150,228	109,395	140,929	140,929	(9,299)
14599-Retirement	43,954	51,995	51,995	43,381	48,950	48,950	(3,045)
14799-Medicare	5,508	6,731	6,731	5,616	6,337	6,337	(394)
14999-Uniform Allowance	2,400	4,500	4,500	4,500	4,500	4,500	-
21199-Office Supplies	75	200	200	200	1,300	1,300	1,100
22199-Chemicals & Lab Supplies	2,504	2,200	2,200	2,500	2,200	2,200	-
22599-Clothing and Uniforms	4,028	4,820	4,820	4,820	8,395	8,395	3,575
23199-Fuel	29,710	29,000	29,000	29,000	22,000	22,000	(7,000)
24199-Hand Tools	4,383	5,000	5,000	5,000	5,500	5,500	500
25199-Repair Parts & Materials	49,480	68,000	68,000	65,000	68,000	68,000	-
26399-Traffic Control Devices	608	1,500	1,500	1,000	1,000	1,000	(500)
26999-Other Supplies	9,000	12,500	12,500	12,000	12,500	12,500	-
27199-Service Line Repair Materials	18,757	10,405	10,405	10,000	10,405	10,405	-
31499-Other Contracted Services	38,660	25,000	25,000	30,000	30,000	30,000	5,000
31599-Software Maintenance	2,750	3,500	3,500	5,000	3,800	3,800	300
33899-Professional Development and Travel	2,544	6,500	6,500	8,000	6,600	6,600	100
34199-Utilities - Electric	23,933	26,000	26,000	26,000	25,000	25,000	(1,000)
34599-Utilities - Telephone	3,897	3,700	3,700	2,500	3,000	3,000	(700)
35699-Vehicle Rent and Maintenance	181,463	193,637	193,637	181,463	196,732	196,732	3,095
35799-Rentals	531	3,000	3,000	4,000	2,500	2,500	(500)
36199-Repair & Maintenance	56,670	64,000	64,000	70,000	71,500	71,500	7,500
49199-Other Capital	9,279	-	-	-	17,500	17,500	17,500
<b>Total Expenditures</b>	<b>998,977</b>	<b>1,137,808</b>	<b>1,137,808</b>	<b>1,007,207</b>	<b>1,157,697</b>	<b>1,157,697</b>	<b>19,889</b>

# Water Treatment

## Mission

The College Mesa Water Treatment Plant, built in 1956, provides its customers with safe potable water used for drinking, irrigation, and fire protection purposes. The treatment process utilized is known as “conventional” that includes: coagulation, flocculation, sedimentation, filtration, and disinfection. Plant operates 24/7/365 and has a rated production capacity of 14 MGD. WTP Staff is also responsible for operation and maintenance of water source of supply, pumping, pressure reducing, and storage facilities.

## FY 2021 Goals and Objectives

Goal E: Staff development: Increase our training efficiency to include pump houses, motor controls, vaults, CLA-Valves and control systems. Build a maintenance and operations training program conducive to an ever-changing operational environment. Hold fast on infrastructure, Maintenance accountability, and Training is a priority to meet the needs of our growing community.

Complete construction of plant electrical main distribution center, emergency generator, and solar tie-in. Resume engineering for new 3.0 MG storage tank. The 3 MG tank will provide redundancy to allow for the 7MG tank to be taken off-line for rehabilitation and will increase our ability to maintain disinfection regulatory requirements. Once design complete begin on Basis of Design Report to CDPHE to receive approval for construction of new tank at CMWTP site. Advance plant Capital plans: Resume engineering for permanent sludge management process; Terminal Toe Drain; engineering for new drain in progress - Construction when new RBWTP comes online and CMWTP can be taken offline to drain reservoir.

## FY 2020 Key Results

Maintained plant production availability. Maintenance and repairs were completed on equipment prior to any complete failure. Crew has developed and tested work-a-rounds for many operating challenges to backstop failure.

Completed operator friendly enhancements to plant operating system and SCADA screens.

Infrastructure repairs and corrosion control of piping is ongoing.

Filter to Waste, Phase II completed. Engineering completed for air gap backflow prevention.

One employee has obtained and is now a certified Class A Water Treatment Operator, another employee has obtained and is now a certified Class D Water Treatment Operator. One employee has obtained their Class 2 Water Distribution certification.

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	-	-	-	-	-	-	-
Personnel Services	624,837	619,160	619,160	605,888	614,712	614,712	(4,448)
Materials and Supplies	170,848	227,300	227,300	153,841	216,000	216,000	(11,300)
Charges and Services	186,503	236,946	236,946	204,758	214,950	214,950	(21,996)
Operating Capital	-	32,503	32,503	-	45,746	45,746	13,243
<b>Total</b>	<b>982,189</b>	<b>1,115,909</b>	<b>1,115,909</b>	<b>964,487</b>	<b>1,091,408</b>	<b>1,091,408</b>	<b>(24,501)</b>
<b>Change over 2020 Revised Budget</b>							<b>(24,501)</b>
<b>% change over 2020 Revised Budget</b>							<b>-2%</b>

## Water Treatment Revenues and Expenditures

Fund:91 Division: 8114

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Expenditures</u>							
11199-Salaries	405,223	390,710	390,710	399,742	403,880	403,880	13,170
11299-Part Time Salaries	12,440	15,965	15,965	15,500	15,965	15,965	-
12199-Overtime	16,983	20,000	20,000	11,000	18,000	18,000	(2,000)
14299-FICA	717	961	961	961	961	961	-
14399-Insurance	134,042	133,187	133,187	123,501	121,816	121,816	(11,371)
14599-Retirement	46,808	48,795	48,795	46,003	45,235	45,235	(3,560)
14799-Medicare	5,924	6,542	6,542	6,181	5,856	5,856	(686)
14999-Uniform Allowance	2,700	3,000	3,000	3,000	3,000	3,000	-
21199-Office Supplies	277	800	800	800	800	800	-
22199-Chemicals & Lab Supplies	137,929	180,000	180,000	120,000	180,000	180,000	-
22399-Janitorial Supplies	455	400	400	290	400	400	-
22599-Clothing and Uniforms	606	900	900	900	3,600	3,600	2,700
22699-Books & Other Materials	92	250	250	500	250	250	-
23199-Fuel	3,131	2,950	2,950	2,851	2,950	2,950	-
24199-Hand Tools	2,028	2,500	2,500	2,500	2,500	2,500	-
24399-Painting Supplies	1,771	1,500	1,500	2,000	1,500	1,500	-
25199-Repair Parts & Materials	18,961	32,000	32,000	18,000	18,000	18,000	(14,000)
26999-Other Supplies	5,598	6,000	6,000	6,000	6,000	6,000	-
31499-Other Contracted Services	42,260	38,000	38,000	36,057	35,000	35,000	(3,000)
31599-Software Maintenance	3,256	7,000	7,000	7,000	7,000	7,000	-
32199-Printing	-	300	300	300	200	200	(100)
32399-Postage	-	200	200	200	50	50	(150)
33899-Professional Development and Travel	6,619	8,600	8,600	9,060	8,600	8,600	-
34199-Utilities - Electric	92,575	105,000	105,000	94,542	105,000	105,000	-
34299-Utilities - Water, Sewer, Trash	911	850	850	909	850	850	-
34399-Utilities - Gas	4,922	4,950	4,950	6,024	4,950	4,950	-
34599-Utilities - Telephone	3,145	2,300	2,300	2,441	2,300	2,300	-
35699-Vehicle Rent and Maintenance	12,225	20,546	20,546	12,225	13,000	13,000	(7,546)
35799-Rentals	35	1,200	1,200	1,000	1,000	1,000	(200)
36199-Repair & Maintenance	20,554	48,000	48,000	35,000	37,000	37,000	(11,000)
49199-Other Capital	-	32,503	32,503	-	45,746	45,746	13,243
<b>Total Expenditures</b>	<b>982,189</b>	<b>1,115,909</b>	<b>1,115,909</b>	<b>964,487</b>	<b>1,091,408</b>	<b>1,091,408</b>	<b>(24,501)</b>

# Water Cross Connection Control

## Mission

This division is responsible for the cross connection control program which manages the inventory and required maintenance of cross connection control devices within the City of Durango. This includes inspection, testing, notifications and compliance actions to ensure water quality and protect the clean water distribution system from threat of backflow events.

## FY 2021 Goals and Objectives

Goal E: Maintain as close to a 100% compliance ratio for backflow on commercial/non-single family residential applications throughout the City of Durango.

Develop a formal flow testing procedure for hydrant and fire sprinkler system flow tests throughout the City as an additional customer enhancement to our current process.

Work with Engineering Division to identify water model disconnects or incorrect data and develop a plan to address or collect necessary data to improve the system.

## FY 2020 Key Results

Continue to provide landscaping and plumbing companies all available options to submit inspection reports including drop box, mail, electronic drop box and email.

Continue to conduct inspections through challenges of COVID-19 - with additional safety protocols in place.

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	-	-	-	-	-	-	-
Personnel Services	63,679	70,855	70,855	62,886	67,330	67,330	(3,525)
Materials and Supplies	18,036	45,315	45,315	26,100	43,400	43,400	(1,915)
Charges and Services	14,928	22,085	22,085	20,108	21,420	21,420	(665)
Operating Capital	-	-	-	-	-	-	-
<b>Total</b>	<b>96,643</b>	<b>138,255</b>	<b>138,255</b>	<b>109,094</b>	<b>132,150</b>	<b>132,150</b>	<b>(6,105)</b>
<b>Change over 2020 Revised Budget</b>							<b>(6,105)</b>
<b>% change over 2020 Revised Budget</b>							<b>-4%</b>

## Cross Connection Control Revenues and Expenditures

Fund:91 Division: 8115

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Expenditures</u>							
11199-Salaries	46,518	47,398	47,398	46,051	49,221	49,221	1,823
12199-Overtime	600	2,000	2,000	900	1,500	1,500	(500)
14399-Insurance	10,231	15,034	15,034	9,595	9,983	9,983	(5,051)
14599-Retirement	5,259	5,308	5,308	5,259	5,513	5,513	205
14799-Medicare	671	715	715	681	714	714	(1)
14999-Uniform Allowance	400	400	400	400	400	400	-
23199-Fuel	1,374	2,115	2,115	2,000	2,200	2,200	85
24199-Hand Tools	85	2,200	2,200	1,100	2,200	2,200	-
25199-Repair Parts & Materials	15,585	18,000	18,000	18,000	18,000	18,000	-
26999-Other Supplies	992	23,000	23,000	5,000	21,000	21,000	(2,000)
31499-Other Contracted Services	107	1,800	1,800	1,000	1,500	1,500	(300)
31599-Software Maintenance	-	1,850	1,850	1,500	1,850	1,850	-
32199-Printing	225	1,000	1,000	1,200	1,000	1,000	-
34599-Utilities - Telephone	1,743	1,800	1,800	1,300	1,200	1,200	(600)
35699-Vehicle Rent and Maintenance	11,608	12,135	12,135	11,608	12,370	12,370	235
36199-Repair & Maintenance	1,245	3,500	3,500	3,500	3,500	3,500	-
<b>Total Expenditures</b>	<b>96,643</b>	<b>138,255</b>	<b>138,255</b>	<b>109,094</b>	<b>132,150</b>	<b>132,150</b>	<b>(6,105)</b>



# Water Miscellaneous

## Mission

All water department charges not directly related to operating divisions are accounted for in this division. Examples are general liability insurance, contingency, inter-fund transfers and debt retirement.

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	-	-	-	-	-	-	-
Personnel Services	66,850	46,986	46,986	52,111	46,986	46,986	-
Materials and Supplies	-	-	-	-	-	-	-
Charges and Services	844,146	1,119,413	1,119,413	1,030,919	1,119,413	1,119,413	-
Operating Capital	-	-	-	-	-	-	-
<b>Total</b>	<b>910,996</b>	<b>1,166,399</b>	<b>1,166,399</b>	<b>1,083,030</b>	<b>1,166,399</b>	<b>1,166,399</b>	-
<b>Change over 2020 Revised Budget</b>							
<b>% change over 2020 Revised Budget</b>							

## Water Miscellaneous Revenues and Expenditures

Fund:91 Division: 8199

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Expenditures</u>							
15199-Unemployment	66,850	46,986	46,986	52,111	46,986	46,986	-
31399-Liability Insurance	72,990	67,984	67,984	72,990	67,984	67,984	-
39119-Salary Contingency	-	-	-	-	-	-	-
39199-Contingency	-	100,000	100,000	-	100,000	100,000	-
39299-Principal Payments	-	190,433	190,433	186,773	190,433	190,433	-
39399-Interest Payments	59,493	55,833	55,833	59,493	55,833	55,833	-
39699-Interfund Transfer	711,663	705,163	705,163	711,663	705,163	705,163	-
<b>Total Expenditures</b>	<b>910,996</b>	<b>1,166,399</b>	<b>1,166,399</b>	<b>1,083,030</b>	<b>1,166,399</b>	<b>1,166,399</b>	-

# Sewer Fund

## Divisions

Administration	Treatment
Collection	Miscellaneous

## 2021 Summary of Changes

Authorized Personnel	FY20 FTE	2020 Current	FY21 FTE	2021 Proposed	2021 Adopted
Assistant Utilities Director	0.50	45,951	0.50	47,718	47,718
City Engineer	0.1	11,006	-	-	-
Senior Civil Engineer	0.5	43,627	0.50	45,305	45,305
Project Manager-Utilities	0.5	40,776	0.50	42,345	42,345
Distribution/Collection	0.5	19,115	0.5	19,850	19,850
Distribution/Collection	0.5	19,115	0.5	19,850	19,850
Distribution/Collection Technician	0.5	19,115	0.5	19,850	19,850
Distribution/Collection Technician	0.5	19,115	0.5	19,850	19,850
Distribution/Collection Technician	0.5	19,115	0.5	19,850	19,850
Distribution/Collection Supervisor	0.5	30,294	0.5	31,459	31,459
Distribution/Collection Technician	0.5	19,115	0.5	19,850	19,850
Distribution/Collection Technician	0.5	19,375	0.5	20,120	20,120
Distribution/Collection Technician	0.5	19,115	0.5	19,850	19,850
Distribution/Collection Technician	0.5	19,115	0.5	19,850	19,850
Senior Distribution/Collection Technician	0.5	24,917	0.5	25,875	25,875
Distribution/Collection Technician	0.5	23,260	0.5	24,154	24,154
Distribution/Collection Technician	0.5	19,115	0.5	19,850	19,850
Senior Distribution/Collection Technician	0.5	21,074	0.5	21,885	21,885
Distribution/Collection Supervisor	0.5	30,294	0.5	31,459	31,459
Distribution/Collection Technician	0.5	19,115	0.5	19,850	19,850
Distribution/Collection Technician	0.5	19,115	0.5	19,850	19,850
Distribution/Collection Manager	0.5	40,308	0.5	41,858	41,858
Fats, Oils & Grease Technician	1.0	50,073	1.0	51,999	51,999
Senior Distribution/Collection Technician	0.5	21,074	0.5	21,885	21,885
Wastewater Plant Manager	1.0	87,298	1.0	90,655	90,655
Wastewater Facility Technician	1.0	56,895	1.0	59,084	59,084
Wastewater Facility Technician	1.0	50,073	1.0	51,999	51,999
Wastewater Facility Technician	1.0	50,073	1.0	51,999	51,999
Wastewater Facility Technician	1.0	62,436	1.0	64,837	64,837
Wastewater Facility Technician	1.0	51,010	1.0	52,971	52,971
Wastewater Facility Technician	1.0	50,073	1.0	51,999	51,999
Wastewater Facility Technician	1.0	50,073	1.0	51,999	51,999
Wastewater Facility Supervisor	1.0	64,186	1.0	66,655	66,655
<b>Total</b>	<b>21.1</b>	<b>1,134,410.2</b>	<b>21.0</b>	<b>1,166,612.6</b>	<b>1,166,612.6</b>

<b>Sewer Fund</b>							
<b>Summary of Revenues and Expenditures</b>							
	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<b>Operating Revenues</b>							
64459-Sewer Treatment-Residential	3,275,553	3,470,000	3,470,000	3,276,150	3,470,000	3,470,000	-
64479-Sewer Treatment-Commercial	4,593,162	4,760,000	4,760,000	4,700,000	4,760,000	4,760,000	-
66119-Interest Earned	82,281	75,000	75,000	100,000	75,000	75,000	-
66139-Fair Value Adj On Investments	1,294	-	-	-	-	-	-
66559-Other Revenue	7,960	5,000	5,000	15,000	5,000	5,000	-
66419-Plant Investment Fees	102,032	202,000	202,000	100,000	202,000	202,000	-
63329-Energy Impact Assistance Grant	409,281	-	-	-	-	-	-
<b>Total Revenues</b>	<b>8,471,562</b>	<b>8,512,000</b>	<b>8,512,000</b>	<b>8,191,150</b>	<b>8,512,000</b>	<b>8,512,000</b>	<b>-</b>
<b>Operating Expenditures</b>							
Administration	414,593	438,681	438,681	421,615	324,232	324,232	(114,449)
Collection	949,115	1,117,651	1,117,651	921,824	1,062,175	1,062,175	(55,476)
Treatment	1,343,028	1,431,401	1,431,401	1,657,880	1,691,403	1,691,403	260,002
Miscellaneous	1,859,087	4,406,822	4,406,822	4,281,530	4,406,822	4,406,822	-
Capital Projects	105,526	12,639,404	8,657,217	3,999,749	4,366,624	4,366,624	-
<b>Total Expenditures</b>	<b>4,671,349</b>	<b>20,033,959</b>	<b>16,051,772</b>	<b>11,282,598</b>	<b>11,851,256</b>	<b>11,851,256</b>	<b>(4,200,515)</b>
Change in Net Position (GAAP)	3,800,214	(11,521,959)	(7,539,772)	(3,091,448)	(3,339,256)	(3,339,256)	-
Beginning Net Position		9,482,185	9,482,185	9,482,185	6,390,737	6,390,737	-
<b>Ending Net Position</b>	<b>9,482,185</b>	<b>(2,039,774)</b>	<b>1,942,414</b>	<b>6,390,737</b>	<b>3,051,481</b>	<b>3,051,481</b>	<b>1,109,067</b>

# Sewer Administration

## Mission

Sewer Administration provides administrative and engineering support for the Utilities Department, including water system engineering and mapping, collection of various system fees and management of all divisions within the Utilities Department, water system.

## FY 2021 Goals and Objectives

Goal E: Advance efforts to complete remainder of displaced park items at SRWRF. Complete design and construction of sewer rehab identified within the Collection system assessment.

## FY 2020 Key Results

Completed a projects including: Narrow-gauge in-situ lining/reconstruction; Utilities Admin Building Construction; and Collection System Assessment. Completed warranty work and issues with the SRWRF throughout the year.

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	-	-	-	-	-	-	-
Personnel Services	305,841	312,031	312,031	298,625	190,382	190,382	(121,649)
Materials and Supplies	1,721	5,700	5,700	2,700	6,000	6,000	300
Charges and Services	107,030	120,950	120,950	120,290	127,850	127,850	6,900
Operating Capital	-	-	-	-	-	-	-
<b>Total</b>	<b>414,593</b>	<b>438,681</b>	<b>438,681</b>	<b>421,615</b>	<b>324,232</b>	<b>324,232</b>	<b>(114,449)</b>
<b>Change over 2020 Revised Budget</b>							<b>(114,449)</b>
<b>% change over 2020 Revised Budget</b>							<b>-26%</b>

## Sewer Administration Revenues and Expenditures

Fund: 93 Division: 8310

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<b>Expenditures</b>							
11199-Salaries	224,137	229,400	229,400	219,527	135,368	135,368	(94,032)
12199-Overtime	-	-	-	1,600	-	-	-
11299-Part Time Salaries	-	-	-	-	4,000	4,000	4,000
14299-FICA	-	-	-	-	240	240	240
14399-Insurance	53,791	53,502	53,502	49,526	33,649	33,649	(19,853)
14599-Retirement	24,855	25,803	25,803	24,766	15,162	15,162	(10,641)
14799-Medicare	3,058	3,326	3,326	3,206	1,963	1,963	(1,363)
21199-Office Supplies	906	1,500	1,500	500	1,500	1,500	-
22599-Clothing and Uniforms	207	200	200	200	500	500	300
26999-Other Supplies	609	4,000	4,000	2,000	4,000	4,000	-
31499-Other Contracted Services	31,681	34,000	34,000	32,000	32,500	32,500	(1,500)
31599-Software Maintenance	1,022	3,000	3,000	3,000	2,800	2,800	(200)
32199-Printing	322	300	300	400	400	400	100
32299-Books, News & Periodicals	-	300	300	300	300	300	-
32399-Postage	8,447	10,500	10,500	8,000	10,500	10,500	-
32799-Credit Card Fees	56,901	65,000	65,000	65,000	45,000	45,000	(20,000)
33599-Dues And Memberships	1,773	1,500	1,500	1,800	1,725	1,725	225
33799-Auto Allowance & Mileage	3,240	-	-	4,290	-	-	-
33899-Professional Development and Travel	3,116	5,600	5,600	5,000	5,000	5,000	(600)
34599-Utilities - Telephone	528	750	750	500	400	400	(350)
34199-Utilities - Electric	-	-	-	-	20,600	20,600	20,600
34299-Utilities - Water, Sewer, Trash	-	-	-	-	5,375	5,375	5,375
34399-Utilities - Gas	-	-	-	-	3,250	3,250	3,250
<b>Total Expenditures</b>	<b>414,593</b>	<b>438,681</b>	<b>438,681</b>	<b>421,615</b>	<b>324,232</b>	<b>324,232</b>	<b>(114,449)</b>

Decrease Administration Salaries	(102,859)
Decrease Administration Insurance	(20,076)
Decrease Administration Retirement	(11,520)
Decrease Medicare	(1,491)

# Sewer Collections

## Mission

This division provides repair and maintenance for the entire collections system, including jet rodding, root and grease cutting, sewer main video evaluation, lift station repair and maintenance, manhole repairs and cleaning, repairing broken and infiltrated sewer lines, responding to sewer main line and lift station backups, and some installations of manholes and main line extensions.

## FY 2021 Goals and Objectives

Goal E: Evaluate spot repair technologies to allow self performance using in-situ systems.

Provide for two FOG inspections for each FSE permitted within the City.

Complete the design criteria and submit design to CDPHE for Lift Station improvements at Upper Ramada Lift Station.

## FY 2020 Key Results

Worked through COVID-19 scheduling without dropping service to the community. Exceeded goals in footage of sewer lines rodded within the year. Rehabilitated Island Cove Lift Station with replacement pumps to extend the life of that system. Implemented Fat Oil and Grease requirements with food service establishments through education and initiated enforcement protocols including effort to work with businesses.

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	-	-	-	-	-	-	-
Personnel Services	596,788	729,739	729,739	568,276	728,425	728,425	(1,314)
Materials and Supplies	53,898	64,500	64,500	61,250	62,550	62,550	(1,950)
Charges and Services	289,150	323,412	323,412	292,298	253,700	253,700	(69,712)
Operating Capital	9,279	-	-	-	17,500	17,500	17,500
<b>Total</b>	<b>949,115</b>	<b>1,117,651</b>	<b>1,117,651</b>	<b>921,824</b>	<b>1,062,175</b>	<b>1,062,175</b>	<b>(55,476)</b>
<b>Change over 2020 Revised Budget</b>							<b>(55,476)</b>
<b>% change over 2020 Revised Budget</b>							<b>-5%</b>

## Sewer Collections Revenues and Expenditures

Fund: 93 Division: 8313

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Expenditures</u>							
11199-Salaries	388,862	478,935	478,935	382,251	489,048	489,048	10,113
12199-Overtime	32,719	23,548	23,548	17,660	23,000	23,000	(548)
14399-Insurance	120,425	160,562	160,562	114,176	150,913	150,913	(9,649)
14599-Retirement	46,545	56,149	56,149	44,790	54,773	54,773	(1,376)
14799-Medicare	5,837	6,945	6,945	5,799	7,091	7,091	146
14999-Uniform Allowance	2,400	3,600	3,600	3,600	3,600	3,600	-
21199-Office Supplies	187	150	150	200	800	800	650
22199-Chemicals & Lab Supplies	-	1,000	1,000	750	750	750	(250)
22599-Clothing and Uniforms	4,513	4,850	4,850	6,300	7,000	7,000	2,150
23199-Fuel	1,568	7,000	7,000	5,000	3,000	3,000	(4,000)
24199-Hand Tools	3,506	3,000	3,000	3,000	3,000	3,000	-
25199-Repair Parts & Materials	35,171	35,000	35,000	35,000	35,000	35,000	-
26399-Traffic Control Devices	608	1,500	1,500	1,000	1,000	1,000	(500)
26999-Other Supplies	8,346	12,000	12,000	10,000	12,000	12,000	-
31499-Other Contracted Services	36,265	31,000	31,000	35,000	31,000	31,000	-
31599-Software Maintenance	4,450	5,300	5,300	7,000	5,500	5,500	200
33899-Professional Development and Travel	5,568	5,900	5,900	4,000	5,000	5,000	(900)
34199-Utilities - Electric	23,933	26,000	26,000	26,000	25,000	25,000	(1,000)
34599-Utilities - Telephone	14,066	13,600	13,600	10,000	13,000	13,000	(600)
35699-Vehicle Rent and Maintenance	187,128	206,212	206,212	187,128	150,000	150,000	(56,212)
35799-Rentals	-	2,200	2,200	1,500	2,200	2,200	-
36199-Repair & Maintenance	17,740	33,200	33,200	21,670	22,000	22,000	(11,200)
49199-Other Capital	9,279	-	-	-	17,500	17,500	17,500
<b>Total Expenditures</b>	<b>949,115</b>	<b>1,117,651</b>	<b>1,117,651</b>	<b>921,824</b>	<b>1,062,175</b>	<b>1,062,175</b>	<b>(55,476)</b>

# Sewer Treatment

## Mission

The division includes the City of Durango Santa Rita Water Reclamation Facility, the operation of which provides for processing of raw sewage and septage delivered from City collection system and La Plata County residents for removal of suspended solids and biologically degradable organics for ultimate release back to the Animas River. Plant processes include initial screening, primary clarification, secondary biological treatment, secondary clarification and UV disinfection. Sludge processes include: anaerobic sludge digestion to class "B" standards, generation and use of methane gas for power generation, and disposal of digested biosolids.

## FY 2021 Goals and Objectives

Goal E: Conduct an internal optimization study for dewatering operation to attain the best results for the City.

Ensure operation of micro turbines to provide the maximum electrical generation and benefit of those systems.

Continue with sampling protocols to identify non-typical contributors to the waste stream including heavy metals, oils and gasses, and other contributions with potential impact on the overall discharge permit for the City.

## FY 2020 Key Results

Completed the first full year of operations at the SRWRF, working through new equipment and processes while meeting all new effluent limits. Worked with CDPHE to amend the Discharge Permit to reflect current operational capacity and characterization of the treatment works. Worked through improved septage and fog receiving with contractors to avoid garbage contributions to the sanitary sewer waste stream.

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	-	-	-	-	-	-	-
Personnel Services	730,651	776,228	776,228	733,762	791,841	791,841	15,613
Materials and Supplies	173,782	161,100	161,100	327,002	327,900	327,900	166,800
Charges and Services	425,213	494,073	494,073	597,116	571,662	571,662	77,589
Operating Capital	13,382	-	-	-	-	-	-
<b>Total</b>	1,343,028	1,431,401	1,431,401	1,657,880	1,691,403	1,691,403	260,002
<b>Change over 2020 Revised Budget</b>							<b>260,002</b>
<b>% change over 2020 Revised Budget</b>							<b>18%</b>



## Sewer Treatment Revenues and Expenditures

Fund:93 Division: 8314

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Expenditures</u>							
11199-Salaries	498,981	514,484	514,484	506,810	542,196	542,196	27,712
12199-Overtime	18,088	20,000	20,000	20,000	17,000	17,000	(3,000)
14399-Insurance	148,991	175,954	175,954	140,310	164,057	164,057	(11,897)
14599-Retirement	57,404	57,622	57,622	59,003	60,726	60,726	3,104
14799-Medicare	7,187	8,168	8,168	7,639	7,862	7,862	(306)
22199-Chemicals & Lab Supplies	142,503	90,000	90,000	234,402	234,300	234,300	144,300
22399-Janitorial Supplies	205	600	600	700	600	600	-
22599-Clothing and Uniforms	1,015	1,500	1,500	1,400	1,600	1,600	100
23199-Fuel	210	1,000	1,000	1,000	400	400	(600)
24199-Hand Tools	1,245	3,000	3,000	2,000	2,500	2,500	(500)
24399-Painting Supplies	134	1,000	1,000	1,500	500	500	(500)
25199-Repair Parts & Materials	18,475	55,000	55,000	80,000	81,000	81,000	26,000
26999-Other Supplies	9,994	9,000	9,000	6,000	7,000	7,000	(2,000)
31499-Other Contracted Services	120,700	178,700	178,700	360,000	215,948	215,948	37,248
31599-Software Maintenance	2,534	4,700	4,700	4,000	3,900	3,900	(800)
32299-Books, News & Periodicals	-	-	-	500	-	-	-
32399-Postage	1,148	1,000	1,000	2,000	2,000	2,000	1,000
33899-Professional Development and Travel	992	4,700	4,700	4,000	4,700	4,700	-
34199-Utilities - Electric	228,903	220,000	220,000	182,000	205,000	205,000	(15,000)
34299-Utilities - Water, Sewer, Trash	8,122	3,800	3,800	3,800	8,000	8,000	4,200
34399-Utilities - Gas	25,088	25,000	25,000	20,000	75,000	75,000	50,000
34599-Utilities - Telephone	1,584	2,200	2,200	1,600	2,200	2,200	-
35699-Vehicle Rent and Maintenance	9,216	12,173	12,173	9,216	13,114	13,114	941
35799-Rentals	440	3,300	3,300	-	3,300	3,300	-
36199-Repair & Maintenance	26,487	38,500	38,500	10,000	38,500	38,500	-
49199-Other Capital	13,382	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>1,343,028</b>	<b>1,431,401</b>	<b>1,431,401</b>	<b>1,657,880</b>	<b>1,691,403</b>	<b>1,691,403</b>	<b>260,002</b>

# Sewer Miscellaneous

## Mission

All charges not directly related to operating divisions are accounted for under miscellaneous. Examples are general liability insurance, internal service transfers, interfund transfers for allocated costs, and debt service.

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	-	-	-	-	-	-	-
Personnel Services	36,124	32,332	32,332	28,277	32,332	32,332	-
Materials and Supplies	-	-	-	-	-	-	-
Charges and Services	1,822,963	4,374,490	4,374,490	4,253,253	4,374,490	4,374,490	-
Operating Capital	-	-	-	-	-	-	-
<b>Total</b>	<b>1,859,087</b>	<b>4,406,822</b>	<b>4,406,822</b>	<b>4,281,530</b>	<b>4,406,822</b>	<b>4,406,822</b>	<b>-</b>
<b>Change over 2020 Revised Budget</b>							<b>-</b>
<b>% change over 2020 Revised Budget</b>							<b>0%</b>

## Sewer Miscellaneous Revenues and Expenditures

Fund:93 Division: 8399

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Expenditures</u>							
15199-Unemployment	36,124	32,332	32,332	28,277	32,332	32,332	-
31399-Liability Insurance	56,907	63,829	63,829	56,907	63,829	63,829	-
39119-Salary Contingency	-	-	-	-	-	-	-
39199-Contingency	-	120,000	120,000	-	120,000	120,000	-
39299-Principal Payments	-	2,477,605	2,477,605	2,430,290	2,477,605	2,477,605	-
39399-Interest Payments	966,888	920,138	920,138	966,888	920,138	920,138	-
39699-Interfund Transfer	799,168	792,918	792,918	799,168	792,918	792,918	-
<b>Total Expenditures</b>	<b>1,859,087</b>	<b>4,406,822</b>	<b>4,406,822</b>	<b>4,281,530</b>	<b>4,406,822</b>	<b>4,406,822</b>	<b>-</b>

# Airport Fund

## Divisions

Administration	Maintenance	Fire/ Rescue
Utilities Environmental	Miscellaneous	

## 2021 Summary of Changes

	FY20 FTE	2020 Current	FY21 FTE	2021 Proposed	2021 Adopted
Airport Operations Administrator	1.00	60,588	0.50	30,294	30,294
Administrative Specialist	1.0	42,149	1.0	43,770	43,770
Aviation Director	1.0	120,189	1.0	124,811	124,811
Airport Environmental Technician	1.0	46,364	1.0	48,147	48,147
Airport Utilities and Environmental Manager	1.0	71,979	1.0	74,747	74,747
Airport Facilities/Airfield Maintenance Manager	1.0	71,979	1.0	74,747	74,747
Custodian-Airport	1.0	31,595	-	-	-
Senior Facilities Maintenance Technician-Airport	1.0	44,603	1.0	46,318	46,318
Custodian-Airport	1.0	31,595	1.0	32,810	32,810
Custodian-Airport	1.0	31,595	1.0	32,810	32,810
Custodian-Airport	1.0	31,595	1.0	32,810	32,810
Facilities Maintenance Technician-Airport	1.0	38,230	1.0	42,149	42,149
Facilities Maintenance Technician-Airport	1.0	38,230	1.0	39,701	39,701
ARFF/Operations Technician	1.0	45,055	1.0	46,788	46,788
ARFF/Operations Technician	1.0	43,963	1.0	45,654	45,654
ARFF Captain	1.0	60,609	1.0	62,940	62,940
ARFF/Operations Technician	1.0	42,149	1.0	43,770	43,770
ARFF/Operations Technician	1.0	44,165	1.0	45,863	45,863
Airport Fire Chief/Public Safety Manager	1.0	87,851	1.0	91,230	91,230
ARFF/Operations Technician	1.0	45,606	1.0	47,360	47,360
ARFF/Operations Technician	1.0	44,617	1.0	46,333	46,333
ARFF/Operations Technician	1.0	57,017	1.0	59,210	59,210
ARFF/Operations Technician	1.0	42,682	1.0	44,324	44,324
<b>Total</b>	<b>23.0</b>	<b>1,174,404</b>	<b>21.5</b>	<b>1,156,587</b>	<b>1,156,587</b>

## Airport Fund

### Summary of Revenues and Expenditures

	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<b>Revenues</b>							
63189-Federal Grants	-	-	-	1,000,000	1,254,500	1,254,500	1,254,500
63349-State Grants	14,177	-	-	14,177	42,640	42,640	42,640
63469-State Fuel Tax Rebates	119,492	99,470	99,470	72,173	66,833	66,833	(32,637)
64320-Parking Lot	1,534,516	1,492,558	1,492,558	646,721	776,452	776,452	(716,106)
64710-Terminal Rentals Airlines	433,160	569,283	569,283	569,283	569,283	569,283	-
64712-Terminal Rentals Other	56,887	57,792	57,792	59,346	40,944	40,944	(16,848)
64713-Landing Fees Signatory Airlines	426,181	411,950	411,950	236,484	245,790	245,790	(166,160)
64715-Landing Fees Air Taxi/Freight	17,007	14,210	14,210	16,753	16,500	16,500	2,290
64720-Concession Fees Rental Cars	827,765	812,753	812,753	514,153	484,252	484,252	(328,501)
64721-Concession Fees Terminal	76,498	67,498	67,498	33,068	42,296	42,296	(25,202)
64722-Concession Fees Advertising	51,344	50,953	50,953	23,892	27,447	27,447	(23,506)
64725-Concession Fees Ground Transportation	11,907	8,729	8,729	8,677	6,495	6,495	(2,234)
64727-Airport Utilities	25,794	25,750	25,750	27,016	28,350	28,350	2,600
64729-Auto Fuel Sales	257,878	235,000	235,000	120,618	141,186	141,186	(93,814)
65139-Parking Fines	375	250	250	390	250	250	-
66119-Interest Earned	51,271	50,000	50,000	27,298	18,000	18,000	(32,000)
66139-Fair Value Adj On Investments	11,821	-	-	-	-	-	-
66219-Rental On Land	157,968	268,560	268,560	280,948	241,450	241,450	(27,110)
66259-FBO Rents	28,114	30,612	30,612	30,612	30,612	30,612	-
66269-FBO Fuel Flowage	34,227	38,063	38,063	33,395	18,880	18,880	(19,183)
66279-Rental Car Lease Fees	86,725	111,040	111,040	113,618	139,000	139,000	27,960
66559-Other Revenue	56,532	60,900	60,900	41,702	46,500	46,500	(14,400)
66719-Sale of Fixed Assets	2,901	-	-	200	-	-	-
66249-Rental Car Surcharge	438,181	436,450	436,450	205,000	245,000	245,000	(191,450)
63169-Federal Aviation Administration Grant	6,099,716	1,031,537	1,031,537	6,783,905	382,200	382,200	(649,337)
63229-Passenger Facility Charge	755,596	746,025	746,025	360,700	411,300	411,300	(334,725)
63349-State Grants	235,798	304,107	304,107	450,000	20,000	20,000	(284,107)
66669-Transfer From Airport Fund	154,500	170,547	170,547	-	-	-	(170,547)
<b>Total Revenues</b>	<b>11,966,333</b>	<b>7,094,037</b>	<b>7,094,037</b>	<b>11,670,129</b>	<b>5,296,160</b>	<b>5,296,160</b>	(167,711)
<b>Expenditures</b>							
Administration	1,154,448	1,079,953	1,079,953	906,599	967,229	967,229	(112,724)
Utilities and Environmental	794,609	857,487	857,487	747,615	759,819	759,819	(97,668)
Maintenance	773,553	828,950	828,950	812,333	866,539	866,539	37,589
Fire Rescue	850,662	905,278	905,278	886,759	930,518	930,518	25,240
Miscellaneous	72,508	488,550	488,550	5,000	25,000	25,000	(463,550)
Capital Projects	13,383,824	8,998,631	11,550,194	4,338,320	1,318,027	1,318,027	
<b>Total Expenditures</b>	<b>17,029,604</b>	<b>13,158,849</b>	<b>15,710,412</b>	<b>7,696,626</b>	<b>4,867,132</b>	<b>4,867,132</b>	<b>(112,724)</b>
Change in Net Position (GAAP)	(5,063,272)	(6,064,812)	(8,616,375)	3,973,504	429,028	429,028	
Beginning Net Position		9,361,403	9,361,403	9,361,403	13,334,907	13,334,907	
Ending Net Position	9,361,403	3,296,591	745,028	13,334,907	13,763,935	13,763,935	

# Airport Administration

## Mission

The Administration division provides overall leadership and direction at the Durango-La Plata County Airport, while also managing budget, personnel, and air service development. The airport's Capital Improvement Plan (CIP), as well as associated federal and state grant funding, are administered by this division. Contract/lease management, marketing, media/public contact, and municipal coordination are also all facilitated by the Administration division.

## FY 2021 Goals and Objectives

Goal B: Manage airport finances through an historic industry disturbance with a focus on the preservation of critical human resources and capital infrastructure. Limit combined FY 20 and FY 21 CARES Act grant operational drawdowns to \$1.1 million.

Goal E: Work with airlines to maintain existing air service route network in order to promote a competitive airline environment and deliver high levels of service to the community.

Goal E: Maintain minimum airport staffing levels so that safety, public health, and operational efficiency are not compromised in any manner.

Goal E: Begin preparations for the planned rehabilitation of Runway 3/21 in 2022, including project design and stakeholder collaboration with the FAA, CDOT, airlines, and community.

Goal B: Explore diversified revenue opportunities for the airport to ensure long-term fiscal sustainability.

## FY 2020 Key Results

Managed a historic collapse of the air travel industry as a result of the COVID-19 pandemic. Quickly adjusted budgets, staffing, facilities, and procedures to account for the new paradigm.

Closed the FY 2019 operating budget with a surplus of over \$800,000

Leveraged over \$6.6 million in Federal Aviation Administration and CDOT Aeronautics grant funding for eligible infrastructure projects.

Paid off lease-purchase financing on the 2019 acquisition of 12.5 acres of commercial land adjacent to existing terminal facilities nine years ahead of term.

Completed and adopted a Terminal Area Plan study resulting in a revised terminal development strategy that can be incrementally implemented as funding and demand dictate.

Renovated terminal restrooms to provide an improved customer experience for the traveling public.

Completed an air service true market study to assess passenger leakage and future airline opportunities.

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	-	-	-	-	-	-	-
Personnel Services	339,008	366,022	366,022	297,783	332,137	332,137	(33,885)
Materials and Supplies	18,200	21,578	21,578	15,528	19,778	19,778	(1,800)
Charges and Services	797,240	692,353	692,353	593,288	615,314	615,314	(77,039)
Operating Capital	-	-	-	-	-	-	-
<b>Total</b>	1,154,448	1,079,953	1,079,953	906,599	967,229	967,229	(112,724)
<b>Change over 2020 Revised Budget</b>							<b>(112,724)</b>
<b>% change over 2020 Revised Budget</b>							<b>-10%</b>

## Airport Revenues and Expenditures

Fund:95 Division: 8611

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<b>Expenditures</b>							
11199-Salaries	229,051	235,914	235,914	192,943	200,048	200,048	(35,866)
11299-Part Time Salaries	8,355	17,139	17,139	-	17,680	17,680	541
12199-Overtime	565	1,400	1,400	500	700	700	(700)
12299-Part Time Overtime	-	150	150	-	150	150	-
14299-FICA	518	967	967	-	1,096	1,096	129
14399-Insurance	43,004	43,086	43,086	42,778	49,721	49,721	6,635
14599-Retirement	25,473	26,589	26,589	21,666	22,484	22,484	(4,105)
14799-Medicare	3,361	3,686	3,686	2,805	3,167	3,167	(519)
15199-Unemployment	28,680	37,091	37,091	37,091	37,091	37,091	-
21199-Office Supplies	496	1,000	1,000	700	600	600	(400)
22599-Clothing and Uniforms	361	450	450	-	300	300	(150)
26699-Office Equipment <5K	2,156	2,128	2,128	1,328	1,878	1,878	(250)
26999-Other Supplies	15,187	18,000	18,000	13,500	17,000	17,000	(1,000)
31299-Professional Services	26,779	71,340	71,340	34,940	37,440	37,440	(33,900)
31399-Liability Insurance	84,536	92,212	92,212	92,212	94,517	94,517	2,305
31499-Other Contracted Services	36,951	22,370	22,370	14,996	18,806	18,806	(3,564)
32399-Postage	740	750	750	750	750	750	-
32499-Publication & Legal Notices	234	250	250	250	300	300	50
32599-Ad Placement	98,275	98,990	98,990	98,300	100,010	100,010	1,020
32799-Credit Card Fees	60,202	62,445	62,445	31,470	36,121	36,121	(26,324)
33299-Special Events	8,668	10,600	10,600	2,750	5,250	5,250	(5,350)
33499-Relocation Expenses	-	500	500	500	-	-	(500)
33599-Dues And Memberships	1,425	1,350	1,350	1,350	1,350	1,350	-
33699-Recruitment	185	500	500	-	500	500	-
33899-Professional Development and Travel	12,525	17,000	17,000	4,000	7,500	7,500	(9,500)
33999-Training	2,250	3,000	3,000	500	1,500	1,500	(1,500)
34599-Utilities - Telephone	5,528	5,392	5,392	5,616	5,616	5,616	224
35699-Vehicle Rent and Maintenance	7,730	7,730	7,730	7,730	7,730	7,730	-
36199-Repair & Maintenance	288	1,500	1,500	1,500	1,500	1,500	-
39699-Interfund Transfer	296,424	296,424	296,424	296,424	296,424	296,424	-
39799-Transfer to Capital Projects Fund	154,500	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>1,154,448</b>	<b>1,079,953</b>	<b>1,079,953</b>	<b>906,599</b>	<b>967,229</b>	<b>967,229</b>	<b>(112,724)</b>

# Airport Maintenance

## Mission

The Maintenance division is responsible for the upkeep and repair of all airport facilities, airfield pavement, lighting, signage, markings, as well as nearly 1,400 acres of grounds. Custodial support services for the terminal facility are also administered by this division.

## FY 2021 Goals and Objectives

Goal E: Finalize multi-year airside and landside crack sealing project and establish an ongoing baseline for annual crack sealing.

Goal E: Complete annual airside and landside painting on all surfaces using the newly acquired paint truck.

Goal B: Increase signage and awareness of the availability of single stream recycling within the public terminal facilities

Goal E: Complete terminal plumbing rehabilitation project to address aging infrastructure in the terminal.

Goal E: Complete asphalt improvements to landside pavement used by tenants on the south general aviation landside parking and drive areas.

Goal B: Increase training for division personnel with a focus on pavement and lighting maintenance

## FY 2020 Key Results

Facilitated the renovations on 5 public restrooms in the terminal at DRO.

Assisted in the onboarding of the City of Durango's new paint truck. Completed required training provided and finished annual painting of the airfield runway and taxiway, along with the Rental Car, Main and Credit Card Parking lots.

Applied over 4 tons of asphalt crack sealant to various airfield surfaces.

Re-painted the commercial ramp for straight in aircraft parking, added new passenger walkway markings, and painted directional markings at new baggage makeup building.

Completed staff training efforts, procedural changes, and equipment/supply acquisitions to help combat the COVID-19 pandemic. Stocked new supplies to address disinfectant requirements and highlighted the importance of disinfecting high touch surfaces.

Completed the replaced of TSA office carpet, along with drywall repairs, texturing, and painting of five leased offices.

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	-	-	-	-	-	-	-
Personnel Services	515,322	577,674	577,674	480,701	581,273	581,273	3,599
Materials and Supplies	161,218	150,350	150,350	123,300	123,200	123,200	(27,150)
Charges and Services	79,425	82,926	82,926	202,832	88,066	88,066	5,140
Operating Capital	17,587	18,000	18,000	5,500	74,000	74,000	56,000
<b>Total</b>	<b>773,553</b>	<b>828,950</b>	<b>828,950</b>	<b>812,333</b>	<b>866,539</b>	<b>866,539</b>	<b>37,589</b>
<b>Change over 2020 Revised Budget</b>							<b>37,589</b>
<b>% change over 2020 Revised Budget</b>							<b>5%</b>

## Airport Maintenance Revenues and Expenditures

Fund: 95 Division: 8615

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Expenditures</u>							
11199-Salaries	289,781	319,293	319,293	284,316	302,978	302,978	(16,315)
11299-Part Time Salaries	37,902	56,432	56,432	18,303	74,732	74,732	18,300
12199-Overtime	19,199	24,000	24,000	14,500	18,400	18,400	(5,600)
12299-Part Time Overtime	-	-	-	1,632	6,528	6,528	6,528
14299-FICA	2,354	3,397	3,397	1,236	5,038	5,038	1,641
14399-Insurance	127,199	129,690	129,690	122,625	131,765	131,765	2,075
14599-Retirement	34,122	39,016	39,016	33,467	35,994	35,994	(3,022)
14799-Medicare	4,764	5,846	5,846	4,622	5,838	5,838	(8)
22399-Janitorial Supplies	40,943	40,000	40,000	30,000	35,000	35,000	(5,000)
22599-Clothing and Uniforms	4,638	4,900	4,900	3,950	4,400	4,400	(500)
23299-Vehicle Parts	11,619	15,500	15,500	11,300	11,400	11,400	(4,100)
24199-Hand Tools	331	2,500	2,500	2,200	1,000	1,000	(1,500)
24299-Signs and Parts	1,773	1,500	1,500	500	500	500	(1,000)
24399-Painting Supplies	21,616	15,500	15,500	17,100	15,400	15,400	(100)
25199-Repair Parts & Materials	56,917	45,450	45,450	41,850	41,100	41,100	(4,350)
26999-Other Supplies	23,382	25,000	25,000	16,400	14,400	14,400	(10,600)
31499-Other Contracted Services	54,675	43,800	43,800	67,345	48,056	48,056	4,256
33999-Training	-	3,500	3,500	-	4,000	4,000	500
34599-Utilities - Telephone	1,158	1,716	1,716	1,044	1,200	1,200	(516)
35699-Vehicle Rent and Maintenance	10,443	17,110	17,110	110,443	17,110	17,110	-
35799-Rentals	-	1,100	1,100	2,300	2,500	2,500	1,400
36199-Repair & Maintenance	13,150	15,700	15,700	21,700	15,200	15,200	(500)
44299-Vehicles and Equipment	17,587	3,000	3,000	-	-	-	(3,000)
49199-Other Capital	-	15,000	15,000	5,500	74,000	74,000	59,000
<b>Total Expenditures</b>	<b>773,553</b>	<b>828,950</b>	<b>828,950</b>	<b>812,333</b>	<b>866,539</b>	<b>866,539</b>	<b>37,589</b>



# Airport Utilities/ Environmental

## Mission

The Utilities/Environmental division manages the airport's water and wastewater treatment facilities, ensuring compliance with all applicable federal, state, and local regulations. The airport's Wildlife Hazard Management Plan, Stormwater Pollution Prevention Plan, aircraft deicing, and fueling operations are also administered by this division.

## FY 2021 Goals and Objectives

Goal B: Complete design and begin construction of wastewater system effluent treatment upgrades to meet changing discharge requirements

Goal E: Clean and inspect potable water storage tanks and asses the need for repairs

Goal E: Facilitate the cleanout of the wastewater collection system

Goal E: Perform rehabilitation on the airport's wastewater lift station

Goal B: Complete a comprehensive leak detection analysis of the airport's water distribution system

Goal E: Implement a water valve exercise program

## FY 2020 Key Results

Completed construction of an upgraded water disinfection system to reduce Trihalomethane chemical formation

Began design process for wastewater effluent improvements

Implemented a wastewater recirculation program to enhance ammonia removal within the WWTF

Implemented enhanced waster sampling and testing protocols to improve accuracy and reliability of in-house waster testing

Completed GIS mapping of all airport utilities

Finalized the refurbishment of the airport's water distribution pump skid

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	-	-	-	-	-	-	-
Personnel Services	175,291	206,839	206,839	206,204	209,839	209,839	3,000
Materials and Supplies	314,097	314,091	314,091	218,125	234,350	234,350	(79,741)
Charges and Services	305,221	336,557	336,557	323,286	285,630	285,630	(50,927)
Operating Capital	-	-	-	-	30,000	30,000	30,000
<b>Total</b>	794,609	857,487	857,487	747,615	759,819	759,819	(97,668)
<b>Change over 2020 Revised Budget</b>							<b>(97,668)</b>
<b>% change over 2020 Revised Budget</b>							<b>-11%</b>

## Airport Utilities/ Environmental Revenues and Expenditures

Fund: 95 Division: 8614

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Expenditures</u>							
11199-Salaries	108,487	118,352	118,352	118,352	122,899	122,899	4,547
11299-Part Time Salaries	7,484	24,611	24,611	21,000	22,432	22,432	(2,179)
12199-Overtime	699	2,720	2,720	2,200	2,040	2,040	(680)
14299-FICA	403	1,481	1,481	1,302	1,391	1,391	(90)
14399-Insurance	44,602	44,359	44,359	47,796	44,947	44,947	588
14599-Retirement	12,042	13,560	13,560	13,502	13,993	13,993	433
14799-Medicare	1,575	1,756	1,756	2,052	2,137	2,137	381
21199-Office Supplies	169	300	300	100	250	250	(50)
22199-Chemicals & Lab Supplies	31,753	29,000	29,000	27,550	27,000	27,000	(2,000)
22599-Clothing and Uniforms	188	1,650	1,650	1,050	1,350	1,350	(300)
23199-Fuel	243,864	253,141	253,141	165,975	176,000	176,000	(77,141)
24199-Hand Tools	201	500	500	500	500	500	-
24299-Signs and Parts	-	500	500	250	500	500	-
25199-Repair Parts & Materials	29,953	21,000	21,000	16,500	22,000	22,000	1,000
26699-Office Equipment <5K	350	500	500	200	250	250	(250)
26999-Other Supplies	7,619	7,500	7,500	6,000	6,500	6,500	(1,000)
31299-Professional Services	-	5,000	5,000	6,100	6,500	6,500	1,500
31499-Other Contracted Services	29,590	46,000	46,000	27,600	49,500	49,500	3,500
33599-Dues And Memberships	1,516	800	800	1,600	1,600	1,600	800
33999-Training	711	2,000	2,000	1,000	2,000	2,000	-
34199-Utilities - Electric	227,936	235,250	235,250	240,105	177,726	177,726	(57,524)
34299-Utilities - Water, Sewer, Trash	10,366	11,160	11,160	10,700	11,160	11,160	-
34399-Utilities - Gas	22,493	23,850	23,850	22,564	23,467	23,467	(383)
34599-Utilities - Telephone	1,512	1,500	1,500	1,620	1,680	1,680	180
35699-Vehicle Rent and Maintenance	9,497	9,497	9,497	9,497	9,497	9,497	-
36199-Repair & Maintenance	1,601	1,500	1,500	2,500	2,500	2,500	1,000
49199-Other Capital	-	-	-	-	30,000	30,000	30,000
<b>Total Expenditures</b>	<b>794,609</b>	<b>857,487</b>	<b>857,487</b>	<b>747,615</b>	<b>759,819</b>	<b>759,819</b>	<b>(97,668)</b>

# Airport Fire Rescue Operations

## Mission

The Fire Rescue/Operations division is responsible for Aircraft Rescue Firefighting (ARFF), incident management, medical emergency response, public safety, airport security, and airfield operations. This division is also charged with ensuring that all safety, operational, and security-based rules and regulations of the Federal Aviation Administration and Transportation Security Administration are maintained.

## FY 2021 Goals and Objectives

Goal E: Facilitate FAA Triennial Full-Scale Exercise

Goal E: Increase focus on airfield inspections and commercial service airport operations knowledge

Goal E: Have two ARFF/Ops staff members complete the AAAE Airport Master Firefighter, (AMF) program.

Goal E: Increase focus and knowledge on TSA regulations and security requirements.

## FY 2020 Key Results

Maintained the highest levels of airfield safety during snow removal operations conducted during the 2019/2020 winter season.

Upgraded airport surveillance and access control systems.

Installed No-Foam test system in ARFF Engine 2 to increase safety and environmental protection from PFAS contamination.

1 Airport Firefighter enrolled in AAAE AMF Certification.

Conducted a tabletop exercise of the Airport Emergency Plan (AEP)

Facilitated a comprehensive inspection of ARFF Engine 2, along with the recommended mechanical repairs.

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	-	-	-	-	-	-	-
Personnel Services	776,338	805,038	805,038	813,912	826,958	826,958	(21,920)
Materials and Supplies	20,376	31,805	31,805	24,912	35,430	35,430	(3,625)
Charges and Services	53,948	63,435	63,435	47,935	63,130	63,130	305
Operating Capital	-	5,000	5,000	-	5,000	5,000	-
<b>Total</b>	<b>850,662</b>	<b>905,278</b>	<b>905,278</b>	<b>886,759</b>	<b>930,518</b>	<b>930,518</b>	<b>(25,240)</b>
<b>Change over 2020 Revised Budget</b>							<b>(25,240)</b>
<b>% change over 2020 Revised Budget</b>							<b>-3%</b>

## Airport Fire Rescue Revenues and Expenditures

Fund:95 Division: 8616

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Expenditures</u>							
11199-Salaries	499,753	513,685	513,685	513,687	533,492	533,492	19,807
12199-Overtime	41,633	45,856	45,856	30,000	35,000	35,000	(10,856)
14399-Insurance	167,528	174,284	174,284	201,450	186,552	186,552	12,268
14599-Retirement	59,970	63,050	63,050	60,892	63,671	63,671	621
14799-Medicare	7,454	8,163	8,163	7,883	8,243	8,243	80
21199-Office Supplies	-	-	-	-	-	-	-
22399-Janitorial Supplies	76	-	-	-	-	-	-
22599-Clothing and Uniforms	3,034	5,050	5,050	3,100	3,750	3,750	(1,300)
23299-Vehicle Parts	36	5,000	5,000	2,000	5,000	5,000	-
25199-Repair Parts & Materials	374	750	750	500	500	500	(250)
26299-Fire and Rescue Supplies	7,949	8,850	8,850	8,250	14,900	14,900	6,050
26699-Office Equipment <5K	2,585	1,815	1,815	912	1,815	1,815	-
26899-Security Supplies	5,800	9,340	9,340	9,650	8,965	8,965	(375)
26999-Other Supplies	522	1,000	1,000	500	500	500	(500)
31499-Other Contracted Services	11,928	16,650	16,650	14,500	15,770	15,770	(880)
31799-Radio Services	9,647	2,950	2,950	1,750	3,025	3,025	75
33599-Dues And Memberships	-	325	325	325	325	325	-
33999-Training	22,229	30,010	30,010	10,980	28,630	28,630	(1,380)
34599-Utilities - Telephone	2,484	2,700	2,700	2,580	2,580	2,580	(120)
35699-Vehicle Rent and Maintenance	4,300	4,300	4,300	4,300	4,300	4,300	-
36199-Repair & Maintenance	3,360	6,500	6,500	13,500	8,500	8,500	2,000
49199-Other Capital	-	5,000	5,000	-	5,000	5,000	-
<b>Total Expenditures</b>	<b>850,662</b>	<b>905,278</b>	<b>905,278</b>	<b>886,759</b>	<b>930,518</b>	<b>930,518</b>	<b>25,240</b>

## Airport Miscellaneous

All charges not directly related to operating divisions are accounted for under miscellaneous. Examples are general liability insurance, contingency, interfund transfers, and debt retirement.

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	-	-	-	-	-	-	-
Personnel Services	-	-	-	-	-	-	-
Materials and Supplies	-	-	-	-	-	-	-
Charges and Services	72,508	488,550	488,550	5,000	25,000	25,000	463,550
Operating Capital	-	-	-	-	-	-	-
<b>Total</b>	<b>72,508</b>	<b>488,550</b>	<b>488,550</b>	<b>5,000</b>	<b>25,000</b>	<b>25,000</b>	<b>463,550</b>
<b>Change over 2020 Revised Budget</b>							
<b>% change over 2020 Revised Budget</b>							<b>0%</b>

## Airport Miscellaneous Revenues and Expenditures

Fund: 95 Division: 8699

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Expenditures</u>							
39119-Salary Contingency	-	-	-	-	-	-	-
39199-Contingency	-	19,000	19,000	5,000	25,000	25,000	6,000
39299-Principal Payments	-	335,000	335,000	-	-	-	(335,000)
39399-Interest Payments	72,508	134,550	134,550	-	-	-	(134,550)
<b>Total Expenditures</b>	<b>72,508</b>	<b>488,550</b>	<b>488,550</b>	<b>5,000</b>	<b>25,000</b>	<b>25,000</b>	<b>(463,550)</b>

# Sustianable Services Fund

## Divisions

Solid Waste	Recycling Center	Miscellaneous
Recycling	Sustainability Programs	

## 2021 Summary of Changes

Authorized Personnel	FY20 FTE	2020 Current	FY21 FTE	2021 Proposed	2021 Adopted
Solid Waste Operator II	1.00	40,142	1.00	41,686	41,686
Solid Waste Operator II	1.0	40,142	1.0	41,686	41,686
Solid Waste Operator II	1.0	40,142	1.0	41,686	41,686
Solid Waste Manager	0.3	26,603	0.3	27,626	27,626
Solid Waste Operator II	1.0	50,177	1.0	52,107	52,107
Solid Waste Supervisor	1.0	55,080	1.0	57,199	57,199
Solid Waste Operator II	1.0	47,039	1.0	48,849	48,849
Solid Waste Operator I	1.0	32,457	1.0	33,706	33,706
Solid Waste Manager	0.3	26,603	0.3	27,626	27,626
Solid Waste Operator II	1.0	40,142	1.0	41,686	41,686
Solid Waste Operator II	1.0	40,320	1.0	41,871	41,871
Solid Waste Manager	0.3	26,603	0.3	27,626	27,626
Solid Waste Operator II	1.0	40,142	1.0	41,686	41,686
Sustainability Coordinator	1.0	64,375	1.0	66,850	66,850
Customer Service Specialist	-	-	1.0	43,746	43,746
<b>Total</b>	<b>12.0</b>	<b>569,967</b>	<b>13.0</b>	<b>1,271,269</b>	<b>1,271,269</b>

## Sustainable Services Fund

### Summary of Revenues and Expenditures

	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<b>Operating Revenues</b>							
63349-State Grants	19,294	-	-	-	-	-	-
64469-Refuse Charges-Residential	888,713	889,000	889,000	940,000	900,000	900,000	11,000
64489-Refuse Charges-Commercial	802,790	814,000	814,000	803,000	803,000	803,000	(11,000)
64493-Sustainability Programs	201,449	201,000	201,000	201,000	201,000	201,000	-
64496-Recycling Collections Charges	673,228	400,000	400,000	206,892	206,000	206,000	(194,000)
64497-Recycling Collections Charges - Residential	217,509	500,000	500,000	572,000	572,000	572,000	72,000
64499-Recycling Sale Revenue	44,373	30,000	30,000	40,000	30,000	30,000	-
64500-Recycling Surcharge	72,373	-	-	-	183,000	183,000	183,000
64505-Electronics Recycling	15,682	41,000	41,000	41,000	41,000	41,000	-
66119-Interest Earned	14,597	15,000	15,000	15,000	15,000	15,000	-
66139-Fair Value Adj On Investments	3,834	-	-	-	-	-	-
66559-Other Revenue	112,781	90,000	90,000	90,000	90,000	90,000	-
66719-Sale of Fixed Assets	2,354	-	-	-	-	-	-
<b>Total Revenues</b>	<b>3,068,978</b>	<b>2,980,000</b>	<b>2,980,000</b>	<b>2,908,892</b>	<b>3,041,000</b>	<b>3,041,000</b>	61,000
<b>Operating Expenditures</b>							
Solid Waste	982,044	1,026,037	1,026,037	954,284	1,125,327	1,125,327	99,290
Recycling Collections	651,847	706,907	706,907	672,538	777,616	777,616	70,709
Recycling Center	358,376	488,880	488,880	473,495	539,191	539,191	50,311
Sustainability Programs	136,679	159,963	159,963	134,463	163,109	163,109	3,146
Miscellaneous	619,280	410,204	410,204	392,165	410,204	410,204	-
Capital Projects	173,429	125,000	75,000	-	-	-	(75,000)
<b>Total Expenditures</b>	<b>2,921,654</b>	<b>2,916,991</b>	<b>2,866,991</b>	<b>2,626,945</b>	<b>3,015,446</b>	<b>3,015,446</b>	<b>148,455</b>
Change in Net Position (GAAP)	147,324	63,009	113,009	281,947	25,554	25,554	
Beginning Net Position		1,403,986	1,403,986	1,403,986	1,685,934	1,685,934	
Ending Net Position	1,403,986	1,466,995	1,516,995	1,685,934	1,711,488	1,711,488	

# Solid Waste

## Mission

The Solid Waste Division is an enterprise fund responsible for the collection and disposal of residential and commercial trash within the city limits. Revenues from the Solid Waste collections historically have supported the Recycling Program and staff. Residential recycle fees, in conjunction with the Single Stream Recycle Program, improvements to the Recycle Center, and rate structure modeling have allowed the Solid Waste & Recycle program to move forward with a cost neutral operation. Rates structures are designed to fund anticipated capital improvements projects, and add additional routes as the City of Durango continues to grow.

## FY 2021 Goals and Objectives

Continue to cultivate commercial business, look for opportunities to improve efficiencies and reduce costs of collection. Standardization of collection vehicles began in FY2012; standardization will continue until the fleet is fully upgraded.

## FY 2020 Key Results

The City added 20 new commercial trash accounts.

Collected municipal solid waste from approximately 5,136 residential customers and 600 commercial customers.

The City currently operates 2 Residential trash routes 5 days a week with each route collecting approximately 530 cans per shift.

The City currently operates 1 frontload trash route 6 days a week with an average of 100 accounts picked up daily.

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	-	-	-	-	-	-	-
Personnel Services	247,628	304,795	304,795	304,689	329,680	329,680	(24,885)
Materials and Supplies	129,946	128,000	128,000	115,400	130,205	130,205	(2,205)
Charges and Services	604,469	593,242	593,242	534,195	625,442	625,442	(32,200)
Operating Capital	-	-	-	-	40,000	40,000	(40,000)
<b>Total</b>	982,044	1,026,037	1,026,037	954,284	1,125,327	1,125,327	(99,290)
<b>Change over 2020 Revised Budget</b>							<b>(99,290)</b>
<b>% change over 2020 Revised Budget</b>							<b>-10%</b>



## Solid Waste Revenues and Expenditures

Fund:96 Division: 8411

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Expenditures</u>							
11199-Salaries	159,006	197,206	197,206	197,206	211,107	211,107	13,901
12199-Overtime	11,343	8,978	8,978	8,900	9,000	9,000	22
14399-Insurance	56,225	72,193	72,193	72,193	81,861	81,861	9,668
14599-Retirement	18,701	23,390	23,390	23,390	24,533	24,533	1,143
14799-Medicare	2,353	3,028	3,028	3,000	3,179	3,179	151
21199-Office Supplies	173	200	200	100	200	200	-
22599-Clothing and Uniforms	12,906	11,000	11,000	10,300	13,000	13,000	2,000
23199-Fuel	40,908	40,000	40,000	35,000	40,000	40,000	-
26999-Other Supplies	75,959	76,800	76,800	70,000	77,005	77,005	205
31499-Other Contracted Services	181,184	189,020	189,020	165,000	192,000	192,000	2,980
31599-Software Maintenance	9,409	10,950	10,950	10,950	10,000	10,000	(950)
32199-Printing	210	250	250	-	250	250	-
32399-Postage	8,427	10,000	10,000	10,000	10,000	10,000	-
32799-Credit Card Fees	46,572	70,000	70,000	40,000	70,000	70,000	-
33599-Dues And Memberships	1,862	500	500	223	500	500	-
33899-Professional Development and Travel	1,989	3,500	3,500	-	3,500	3,500	-
34599-Utilities - Telephone	2,521	3,000	3,000	2,000	3,325	3,325	325
35699-Vehicle Rent and Maintenance	352,296	306,022	306,022	306,022	335,867	335,867	29,845
49199-Other Capital	-	-	-	-	40,000	40,000	40,000
<b>Total Expenditures</b>	<b>982,044</b>	<b>1,026,037</b>	<b>1,026,037</b>	<b>954,284</b>	<b>1,125,327</b>	<b>1,125,327</b>	<b>99,290</b>

# Recycling Collections

## Mission

The Recycling Collection Division is an Enterprise Fund responsible for collecting residential & commercial single stream recyclables within the City limits, and delivery of the recyclable material to the Recycle Center for processing. Each residential dwelling that is signed up for the program receives a 60 or 90 gallon recycle container, similar in size and construction to our existing solid waste containers. Glass is only collected at the Recycle Center drop off point. The City of Durango Single Stream program allows the City to collect seven additional recyclable products.

## FY 2021 Goals and Objectives

Continue to market and cultivate residential and commercial customers for the Single Stream program. Explore opportunities to reduce costs through collection route efficiencies and public outreach.

## FY 2020 Key Results

This Division continues to distribute recycle containers and, also educate all City residents participating in the City of Durango's curbside Single Stream recycling program. In FY2020 we currently have 4,863 Single Stream residential customers that participate in the program and a total of 591 commercial customers who use the City's recycle collection service.

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	-	-	-	-	-	-	-
Personnel Services	389,792	329,317	329,317	323,148	362,363	362,363	(33,046)
Materials and Supplies	71,170	82,000	82,000	60,000	83,135	83,135	(1,135)
Charges and Services	190,884	295,590	295,590	289,390	292,118	292,118	3,472
Operating Capital	-	-	-	-	40,000	40,000	(40,000)
<b>Total</b>	<b>651,847</b>	<b>706,907</b>	<b>706,907</b>	<b>672,538</b>	<b>777,616</b>	<b>777,616</b>	<b>(70,709)</b>
<b>Change over 2020 Revised Budget</b>							<b>(70,709)</b>
<b>% change over 2020 Revised Budget</b>							<b>-10%</b>

## Recycling Collections Revenues and Expenditures

Fund:96 Division: 8412

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Expenditures</u>							
11199-Salaries	225,450	204,454	204,454	204,454	215,223	215,223	10,769
12199-Overtime	31,991	13,169	13,169	7,000	12,000	12,000	(1,169)
14399-Insurance	99,822	84,059	84,059	84,059	106,867	106,867	22,808
14599-Retirement	28,949	24,670	24,670	24,670	25,032	25,032	362
14799-Medicare	3,580	2,965	2,965	2,965	3,241	3,241	276
23199-Fuel	50,254	52,000	52,000	40,000	52,000	52,000	-
26999-Other Supplies	20,917	30,000	30,000	20,000	31,135	31,135	1,135
31599-Software Maintenance	9,409	10,950	10,950	10,000	10,000	10,000	(950)
32199-Printing	1,337	1,200	1,200	400	1,200	1,200	-
32299-Books, News & Periodicals	-	100	100	-	100	100	-
32399-Postage	-	150	150	-	150	150	-
32499-Publication & Legal Notices	147	100	100	100	300	300	200
33599-Dues And Memberships	-	3,000	3,000	3,000	3,200	3,200	200
33899-Professional Development and Travel	2,917	3,200	3,200	-	3,200	3,200	-
34299-Utilities - Water, Sewer, Trash	3,852	4,000	4,000	3,000	4,000	4,000	-
35699-Vehicle Rent and Maintenance	173,223	272,890	272,890	272,890	269,968	269,968	(2,922)
49199-Other Capital	-	-	-	-	40,000	40,000	40,000
<b>Total Expenditures</b>	<b>651,847</b>	<b>706,907</b>	<b>706,907</b>	<b>672,538</b>	<b>777,616</b>	<b>777,616</b>	<b>70,709</b>

# Recycling Center

## Mission

The Recycle Center is an Enterprise Fund that is responsible for the processing, marketing, and selling of recyclables that are delivered to the processing center. The Recycle program requires two employees, one forklift and loader for processing the collected material. Staff collects and processes Single Stream (co-mingled), cardboard and glass recyclable materials six days per week.

## FY 2021 Goals and Objectives

To reduce the landfilled waste stream and improve recycling services for our community.

Make the public drop off area cost neutral.

Continue to explore new options to help recover revenue lost due to market decrease.

## FY 2020 Results

The Single Stream program has been well received by City residents. At midpoint FY2020, the Durango Recycle Center has processed a total of 2,005 bales of material and has shipped 1,441 tons of material off site.

Due to the continuing high cost with transportation and processing of material, the City of Durango Recycle Center discontinued accepting material in 2019 from private haulers to reduce processing and shipping costs.

Class	2019	2020	2020	2020 Est.	2021	2021	Budget
	Actual	Adopted	Revised	Actual	Proposed	Adopted	Variance
Program Revenue	-	-	-	-	-	-	-
Personnel Services	87,906	171,119	171,119	166,134	213,058	213,058	(41,939)
Materials and Supplies	11,850	19,000	19,000	12,000	19,000	19,000	-
Charges and Services	258,620	298,761	298,761	295,361	307,133	307,133	(8,372)
Operating Capital	-	-	-	-	-	-	-
<b>Total</b>	358,376	488,880	488,880	473,495	539,191	539,191	(50,311)
<b>Change over 2020 Revised Budget</b>							<b>(50,311)</b>
<b>% change over 2020 Revised Budget</b>							<b>-10%</b>

## Recycling Center Revenues and Expenditures

Fund:96 Division: 8413

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Expenditures</u>							
11199-Salaries	59,106	107,699	107,699	107,699	126,456	126,456	18,757
12199-Overtime	3,509	8,485	8,485	3,500	8,485	8,485	-
14399-Insurance	17,789	40,054	40,054	40,054	62,120	62,120	22,066
14599-Retirement	6,662	13,319	13,319	13,319	14,163	14,163	844
14799-Medicare	839	1,562	1,562	1,562	1,834	1,834	272
23199-Fuel	4,250	6,000	6,000	3,000	6,000	6,000	-
26999-Other Supplies	7,600	13,000	13,000	9,000	13,000	13,000	-
31499-Other Contracted Services	182,596	200,000	200,000	200,000	235,400	235,400	35,400
34199-Utilities - Electric	9,295	12,700	12,700	9,000	12,700	12,700	-
34299-Utilities - Water, Sewer, Trash	-	-	-	-	-	-	-
34399-Utilities - Gas	4,924	3,200	3,200	5,000	5,000	5,000	1,800
34599-Utilities - Telephone	-	480	480	480	480	480	-
35699-Vehicle Rent and Maintenance	59,267	78,381	78,381	78,381	49,553	49,553	(28,828)
36199-Repair & Maintenance	2,538	4,000	4,000	2,500	4,000	4,000	-
<b>Total Expenditures</b>	<b>358,376</b>	<b>488,880</b>	<b>488,880</b>	<b>473,495</b>	<b>539,191</b>	<b>539,191</b>	<b>50,311</b>

# Sustainability Programs

## Mission

The Sustainability Division provides analysis, coordination and management of programs, events and collaborative initiatives designed to promote the responsible use of resources, enhance quality of life and maintain the unique character of Durango for the benefit of present and future generations. The Division provides technical assistance to City programs and serves as the point of contact for the community on sustainability initiatives.

## FY 2021 Goals and Objectives

Goal 1 - CC Goals 2, 3 and 4: Finalize and begin implementation of updated Sustainability Plan. Develop dashboard for accessible and transparent tracking of key sustainability metrics and prioritize actions for implementation.

Goal 2 - CC Goals 3, 4 and 5: Manage Energy Performance Contract construction of energy and water efficiency measures and installation of solar PV at city facilities. Initiate monitoring and verification phases, including development of internal ongoing education and behavior change programs.

Goal 3 - CC Goals 2, 4 and 5: Begin implementation of Electric Vehicle Readiness Plan in partnership with LPEA and other local stakeholders. Actions could include fleet conversion, policy recommendations, initiatives to support equitable access to electric vehicles and identification of locations for additional charging infrastructure.

Goal 4 - CC Goal 2: Update Municipal and Community-wide Greenhouse Gas Emissions Inventories.

Goal 5 - CC Goal 2: Continue and expand community outreach and events related to the City's Sustainability Plan and provide opportunities for equitable participation.

Goal 6 - CC Goal 2: Develop local partnerships that support increased waste diversion, for example through education and the promotion of local composting options.

## FY 2020 Key Results

City of Durango Sustainability Plan update. The new Community Sustainability Plan, developed with guidance from a Stakeholder Working Group and the wider community, will chart a strategic pathway to the achievement of Council's adopted greenhouse gas emissions and renewable electricity goals in an equitable manner that supports adaptation to the impacts of projected climate change.

Completion of Investment Grade Audit of Facilities and development of proposed Energy Performance Contract. Energy Performance Contract will see the completion of energy and water efficiency improvements alongside the installation of solar PV at City facilities and leverage \$1,000,000 in Department of Local Affairs EIAF grant funding.

Hosted events and developed programs to promote community waste reduction and sustainability, including Household Hazardous Waste Event, annual Pumpkin Drop-off, virtual Earth Week Bingo, virtual Clean Commute Week activities, social media campaigns, Farmers Market booth.

Development of Electric Vehicle Readiness Plan in partnership with LPEA, supported by grants from the Department of Local Affairs (\$25,000) and the Colorado Energy Office (\$20,000).

Work with LPEA to evaluate and pursue opportunities for Electric Vehicle charging infrastructure on city property.

Launch Green Business Durango certification program to recognize local sustainable businesses and provide information and resources on how to improve.

Represent City of Durango Sustainability Division at the local, state and national scale, for example through participation in: Durango Sustainable Tourism Task Force, Regional Bear Working Group, Durango Green Business Roundtable, La Plata County Resilience Framework Steering Group, Urban Sustainability Directors Network, ICLEI – Local Governments for Sustainability.

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	-	-	-	-	-	-	-
Personnel Services	93,262	94,714	94,714	94,714	97,597	97,597	(2,883)
Materials and Supplies	20,312	2,400	2,400	2,400	3,200	3,200	(800)
Charges and Services	23,104	27,349	27,349	27,349	62,312	62,312	(34,963)
Operating Capital	-	35,500	35,500	10,000	-	-	35,500
<b>Total</b>	<b>136,679</b>	<b>159,963</b>	<b>159,963</b>	<b>134,463</b>	<b>163,109</b>	<b>163,109</b>	<b>(3,146)</b>
<b>Change over 2020 Revised Budget</b>							<b>(3,146)</b>
<b>% change over 2020 Revised Budget</b>							<b>-2%</b>

## Sustainability Programs Revenues and Expenditures

Fund: 96 Division: 8414

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Expenditures</u>							
11199-Salaries	63,067	64,375	64,375	64,375	66,850	66,850	2,475
14399-Insurance	22,327	22,196	22,196	22,196	22,290	22,290	94
14599-Retirement	7,000	7,210	7,210	7,210	7,487	7,487	277
14799-Medicare	868	933	933	933	969	969	36
21199-Office Supplies	-	200	200	200	200	200	-
26999-Other Supplies	20,312	2,200	2,200	2,200	3,000	3,000	800
31499-Other Contracted Services	15,337	16,596	16,596	16,596	49,039	49,039	32,443
31599-Software Maintenance	-	-	-	-	900	900	900
32199-Printing	3,566	3,000	3,000	3,000	3,000	3,000	-
33599-Dues And Memberships	2,024	3,724	3,724	3,724	3,724	3,724	-
33899-Professional Development and Travel	1,650	3,380	3,380	3,380	5,000	5,000	1,620
34599-Utilities - Telephone	528	649	649	649	649	649	-
49199-Other Capital	-	35,500	35,500	10,000	-	-	(35,500)
<b>Total Expenditures</b>	<b>136,679</b>	<b>159,963</b>	<b>159,963</b>	<b>134,463</b>	<b>163,109</b>	<b>163,109</b>	<b>3,146</b>

# Sustainability Miscellaneous

## Mission

All charges not directly related to operating divisions are accounted for under miscellaneous. Examples are general liability insurance, contingency, interfund transfers, and debt retirement.

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	-	-	-	-	-	-	-
Personnel Services	28,555	48,960	48,960	26,440	48,960	48,960	-
Materials and Supplies	-	-	-	-	-	-	-
Charges and Services	590,725	361,244	361,244	365,725	361,244	361,244	-
Operating Capital	-	-	-	-	-	-	-
<b>Total</b>	<b>619,280</b>	<b>410,204</b>	<b>410,204</b>	<b>392,165</b>	<b>410,204</b>	<b>410,204</b>	-
<b>Change over 2020 Revised Budget</b>							-
<b>% change over 2020 Revised Budget</b>							<b>0%</b>

## Revenues and Expenditures

Fund:96 Division: 8499

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Expenditures</u>							
15199-Unemployment	28,555	48,960	48,960	26,440	48,960	48,960	-
31399-Liability Insurance	59,912	57,931	57,931	59,912	57,931	57,931	-
39119-Salary Contingency	-	-	-	-	-	-	-
39699-Interfund Transfer	530,813	303,313	303,313	305,813	303,313	303,313	-
<b>Total Expenditures</b>	<b>619,280</b>	<b>410,204</b>	<b>410,204</b>	<b>392,165</b>	<b>410,204</b>	<b>410,204</b>	-



# Transportation Services Fund

## Divisions

Transit Administration	Transit Operations	Mobility Management
Capital Grants	Multimodal	Parking Operations

## 2021 Summary of Changes

### CARES Act Funding

Authorized Personnel	FY20 FTE	2020 Current	FY21 FTE	2021 Proposed	2021 Adopted
Assistant City Manager/ Transportation Director	0.60	85,800	0.60	89,100	89,100
Parking Enforcement Technician	1.00	38,230	1.00	39,701	39,701
Parking Enforcement Officer	1.0	35,292	1.0	36,649	36,649
Parking Enforcement Officer	1.0	42,248	1.0	43,873	43,873
Parking Enforcement Technician	1.0	38,548	1.0	40,030	40,030
Parking Operations Manager	1.0	71,979	1.0	74,747	74,747
Parking Enforcement Officer	1.0	36,100	1.0	37,489	37,489
Parking Enforcement Officer	1.0	38,667	1.0	40,155	40,155
Assistant Transportation Director	1.0	101,092	1.0	104,981	104,981
Transit Supervisor	1.0	55,080	1.0	57,198	57,198
Lead Transit Operator	1.0	51,477	1.0	53,457	53,457
Transit Operator	1.0	40,142	1.0	41,686	41,686
Transit Operator	1.0	46,519	1.0	48,308	48,308
Transit Operator	1.0	40,142	1.0	41,686	41,686
Lead Transit Operator	1.0	48,890	1.0	50,770	50,770
Transit Operator	1.0	40,142	1.0	41,686	41,686
Transit Operator	1.0	40,142	1.0	41,686	41,686
Transit Operator	1.0	40,142	1.0	41,686	41,686
Lead Transit Operator	1.0	46,364	1.0	48,147	48,147
Transit Operator	1.0	40,142	1.0	41,686	41,686
Lead Transit Operator	1.0	46,982	1.0	48,789	48,789
Transit Operator	1.0	40,142	1.0	41,686	41,686
Facilities Maintenance Technician	1.0	40,142	1.0	41,686	41,686
Transit Operator	1.0	40,142	1.0	41,686	41,686
Transit Operator	1.0	40,142	1.0	41,686	41,686
Multi- Modal Administrator	1.0	60,588	1.0	62,918	62,918
Transportation Specialist	1.0	46,364	1.0	48,147	48,147
<b>Total</b>	<b>27</b>	<b>1,291,637</b>	<b>27</b>	<b>1,341,315</b>	<b>1,341,315</b>

## Transportation Services Fund

### Summary of Revenues and Expenditures

	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<b>Revenues</b>							
63159-Federal Grants FTA 5311 Opera	811,056	903,379	903,379	1,271,037	1,613,625	1,613,625	710,246
64319-Parking Meter Revenue	990,062	1,000,000	1,000,000	950,000	1,000,000	1,000,000	-
64329-Cash Key Revenue	95,200	70,000	70,000	80,000	70,000	70,000	-
64811-Trolley Fares	75,917	74,000	74,000	47,923	55,000	55,000	(19,000)
64829-Opportunity Bus Fares	7,282	7,500	7,500	4,946	10,000	10,000	2,500
64839-Loop Fixed Route Fares	124,720	110,000	110,000	80,317	80,000	80,000	(30,000)
64849-Free Days	7,610	10,000	10,000	3,600	5,000	5,000	(5,000)
64919-FLC Student Fees	88,747	88,570	88,570	69,085	93,964	93,964	5,394
64979-Miscellaneous Contracts	-	-	-	200	-	-	-
65139-Parking Fines	599,403	541,500	541,500	570,000	541,500	541,500	-
66119-Interest Earned	40,516	42,000	42,000	40,000	42,000	42,000	-
66139-Fair Value Adj On Investments	8,719	-	-	-	-	-	-
66219-Rental On Land	279,737	175,000	175,000	175,000	175,000	175,000	-
66229-Rental On Buildings	11,811	8,600	8,600	8,600	-	-	(8,600)
66429-Other Contributions	2,523	750	750	152	-	-	(750)
66559-Other Revenue	(986)	-	-	479	-	-	-
66629-Interfund Transfer	350,000	350,000	350,000	87,500	220,000	220,000	(130,000)
66719-Sale of Fixed Assets	-	25,000	25,000	-	25,000	25,000	-
63349-State Grants	-	264,000	264,000	-	31,248	31,248	(232,752)
<b>Total Revenues</b>	<b>3,492,316</b>	<b>3,670,299</b>	<b>3,670,299</b>	<b>3,388,839</b>	<b>3,962,337</b>	<b>3,962,337</b>	<b>292,038</b>
<b>Expenditures</b>							
Parking Operations	646,277	750,633	750,633	678,078	750,216	750,216	(417)
Transit Administration	175,554	186,797	186,797	162,874	311,762	311,762	124,965
Transit Operations	1,577,223	1,702,111	1,702,111	1,604,722	1,689,066	1,689,066	(13,045)
Multimodal	48,610	123,392	123,392	44,662	168,554	168,554	15,162
Mobility Management	79,060	85,767	85,767	86,416	89,346	89,346	3,579
Capital Grants	3,000	-	-	621,890	479,444	479,444	-
Miscellaneous	607,205	674,398	674,398	615,813	674,398	674,398	-
Capital Projects	69,213	466,164	33,000	-	-	-	(33,000)
<b>Total Expenditures</b>	<b>3,206,142</b>	<b>3,989,262</b>	<b>3,556,098</b>	<b>3,814,454</b>	<b>4,162,787</b>	<b>4,162,787</b>	<b>97,245</b>
Change in Net Position (GAAP)	286,174	(318,963)	114,201	(425,615)	(200,450)	(200,450)	
Beginning Net Position		3,127,010	3,127,010	3,127,010	2,701,395	2,701,395	
Ending Net Position	3,127,010	2,808,047	3,241,211	2,701,395	2,500,945	2,500,945	

Capital Grant for Fleet Replacement 479,444

# Parking Operations

## Mission

The Parking Division is a division within the Transportation Services enterprise fund and managed within the Community Development Department. The Fund includes revenue from and costs associated with the operation and maintenance of City-owned parking lots and parking equipment, such as meters. Parking personnel are responsible for the issuance of parking citations, the collection of parking meter monies, and assistance to Durango Visitors related to parking. Parking personnel provide maintenance and replacement for meters and meter poles, and provide snow removal around parking meters and along the Narrow Gauge sidewalk. This program finances the construction and continued operations of off-street parking facilities in the Central Business District through the collection of user charges for parking meters, citations, boot removal and permits. This program allocates a proportionate amount of revenue to support Transit and Multi-Modal operations.

## FY 2021 Goals and Objectives

City Council Goal 4.C.4: “Transit: Explore transit sustainability options with creative funding mechanisms and tie to housing & business development” Successfully install and absorb the installation of 800 new credit card meters, which should start at Year End 2020, these meters will allow for credit card use at all meters (currently 450 do not) this is greatly desired by visitors to our area.

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Comprehensive Plan Goal 17 - Maintain a transportation system that safely and efficiently meets the needs of residents, businesses and visitors. Policy 17.4.3 - Address public parking demands in the CBD area in cooperation with downtown businesses and property owners benefiting from the availability of public parking. Without proper parking enforcement, we have observed the lack of parking availability in the CBD for visitors. Parking enforcement ensures continued revenue for the Transit System, parking lots and turnover for business revenue.

## FY 2020 Key Results

Quickly responded to the need to change the Parking situation in Durango, based on the COVID pandemic.

Parking assisted in the changes to downtown to allow for outdoor seating in metered parking spaces and provided free curbside pick-up spaces as requested through the Business Improvement District and Community Development partnership.

Parking monitored parking compliance and usage to show that parking availability was maintained through this difficult time.

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	-	-	-	-	-	-	-
Personnel Services	415,395	439,792	439,792	420,737	450,584	450,584	10,792
Materials and Supplies	19,787	32,200	32,200	20,800	20,700	20,700	(11,500)
Charges and Services	211,095	278,641	278,641	236,541	278,932	278,932	291
Operating Capital	-	-	-	-	-	-	-
<b>Total</b>	<b>646,277</b>	<b>750,633</b>	<b>750,633</b>	<b>678,078</b>	<b>750,216</b>	<b>750,216</b>	<b>(417)</b>
<b>Change over 2020 Revised Budget</b>							<b>(417)</b>
<b>% change over 2020 Revised Budget</b>							<b>0%</b>

## Parking Revenues and Expenditures

Fund: 87 Division: 8211

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Expenditures</u>							
11199-Salaries	286,023	301,075	301,075	301,075	312,644	312,644	11,569
11299-Part Time Salaries	15,880	19,055	19,055	-	20,000	20,000	945
12199-Overtime	230	2,000	2,000	2,000	2,000	2,000	-
14299-FICA	985	1,085	1,085	1,085	1,085	1,085	-
14399-Insurance	76,422	77,338	77,338	77,338	75,306	75,306	(2,032)
14599-Retirement	31,689	34,504	34,504	34,504	35,016	35,016	512
14799-Medicare	4,168	4,735	4,735	4,735	4,533	4,533	(202)
21199-Office Supplies	226	1,500	1,500	800	1,200	1,200	(300)
22599-Clothing and Uniforms	6,021	8,000	8,000	6,000	6,000	6,000	(2,000)
23199-Fuel	2,618	2,700	2,700	2,500	2,000	2,000	(700)
24299-Signs and Parts	-	5,000	5,000	1,000	1,000	1,000	(4,000)
25199-Repair Parts & Materials	582	1,000	1,000	500	500	500	(500)
26999-Other Supplies	10,341	14,000	14,000	10,000	10,000	10,000	(4,000)
31499-Other Contracted Services	6,346	8,000	8,000	6,000	6,000	6,000	(2,000)
31599-Software Maintenance	111,712	130,000	130,000	120,000	145,000	145,000	15,000
32199-Printing	2,017	2,000	2,000	1,500	3,000	3,000	1,000
32399-Postage	249	500	500	500	500	500	-
32799-Credit Card Fees	44,549	70,000	70,000	60,000	70,000	70,000	-
32800-Collection Fees	19,977	20,000	20,000	15,000	18,000	18,000	(2,000)
33599-Dues And Memberships	720	900	900	900	900	900	-
33899-Professional Development and Travel	112	5,000	5,000	2,000	2,000	2,000	(3,000)
34599-Utilities - Telephone	629	650	650	650	452	452	(198)
35699-Vehicle Rent and Maintenance	15,760	19,491	19,491	19,491	15,980	15,980	(3,511)
35799-Rentals	-	2,100	2,100	500	2,100	2,100	-
36199-Repair & Maintenance	9,024	20,000	20,000	10,000	15,000	15,000	(5,000)
49199-Other Capital	-	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>646,277</b>	<b>750,633</b>	<b>750,633</b>	<b>678,078</b>	<b>750,216</b>	<b>750,216</b>	<b>(417)</b>

# Transportation Administration

## Mission

Transit Administration includes the management and planning for all fixed-route and paratransit service, grants, contracts, and personnel.

## FY 2021 Goals and Objectives

Goal C: Maintain and promote a sustainable transit budget.

Goal C: Support potential URA with mobility and transit features.

Goal C: Educate public regarding economic, social and environmental benefits of public transportation.

Goal E: Work with community partners to explore local funding partnerships.

## FY 2020 Key Results

Renewed contract with SoCoCaa Road Runner Transit to provide efficient and affordable public transportation to Three Springs and the Tech Center.

Led grant Regional Transit Council working group of La Plata County transit providers for increased funding efficiency.

Represented rural public transit during CASTA visit to the Colorado delegation in Washington, D.C.

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	-	-	-	-	-	-	-
Personnel Services	175,497	186,797	186,797	162,864	311,762	311,762	124,965
Materials and Supplies	-	-	-	-	-	-	-
Charges and Services	57	-	-	10	-	-	-
Operating Capital	-	-	-	-	-	-	-
<b>Total</b>	<b>175,554</b>	<b>186,797</b>	<b>186,797</b>	<b>162,874</b>	<b>311,762</b>	<b>311,762</b>	<b>124,965</b>
<b>Change over 2020 Revised Budget</b>							<b>124,965</b>
<b>% change over 2020 Revised Budget</b>							<b>67%</b>

## Transportation Administration Revenues and Expenditures

Fund: 97 Division: 8510

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Expenditures</u>							
11199-Salaries	127,878	137,783	137,783	127,410	240,781	240,781	102,998
14399-Insurance	31,604	31,584	31,584	21,467	45,031	45,031	13,447
14599-Retirement	14,219	15,432	15,432	13,792	22,976	22,976	7,544
14799-Medicare	1,795	1,998	1,998	195	2,975	2,975	977
32399-Postage	57	-	-	10	-	-	-
<b>Total Expenditures</b>	<b>175,554</b>	<b>186,797</b>	<b>186,797</b>	<b>162,874</b>	<b>311,762</b>	<b>311,762</b>	<b>124,965</b>

# Transportation Operations

## Mission

The operations budget for Transit covers all of transit operations: supervision, coordination and support of drivers, maintenance personnel and facility expenses, equipment and materials related to transportation services provided to the general public and door-to-door service provided to disabled and elderly populations.

## FY 2021 Goals and Objectives

Goal C and E: Maintain sustainable Transit Budget and identify funding opportunities for system growth, including exploration of URA and other funding mechanisms including housing and business development.

Goal B: Work towards incorporation of EV vehicles in transit fleet

Goal B: Durango Transit staff will continue to serve as the Vice Chair of the SWTPR, a member of the Board of Directors for CASTA, and Chair of the Colorado Mobility Action Coalition.

Goal B: Durango Transit will host the second annual La Plata County Transportation Forum in order to identify potential regional service collaboration opportunities.

## FY 2020 Key Results

Coordinated with San Juan Basin Public Health Department to maintain safe and essential transit service throughout Safer-At-Home Public Health Orders.

Rolled out mobile application for fare collection.

Coordinated pass purchases at a reduced rate for health and human service organizations.

Maintained successful pass programs for students, low income, veterans, and free and reduced lunch students.

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	-	-	-	-	-	-	-
Personnel Services	996,921	1,178,788	1,178,788	1,140,608	1,194,765	1,194,765	(15,977)
Materials and Supplies	172,188	153,000	153,000	101,750	108,000	108,000	45,000
Charges and Services	408,114	355,323	355,323	347,364	371,301	371,301	(15,978)
Operating Capital	-	15,000	15,000	15,000	15,000	15,000	-
<b>Total</b>	<b>1,577,223</b>	<b>1,702,111</b>	<b>1,702,111</b>	<b>1,604,722</b>	<b>1,689,066</b>	<b>1,689,066</b>	<b>13,045</b>
<b>Change over 2020 Revised Budget</b>							<b>13,045</b>
<b>% change over 2020 Revised Budget</b>							<b>1%</b>

## Transit Operations Revenues and Expenditures

Fund: 97 Division: 8511

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Expenditures</u>							
11199-Salaries	533,781	645,245	645,245	605,367	666,327	666,327	21,082
11299-Part Time Salaries	134,142	144,200	144,200	155,897	150,000	150,000	5,800
12199-Overtime	22,398	25,000	25,000	15,000	15,000	15,000	(10,000)
12299-Part Time Overtime	99	-	-	-	-	-	-
14299-FICA	8,131	11,160	11,160	11,160	6,290	6,290	(4,870)
14399-Insurance	227,542	263,614	263,614	263,614	272,857	272,857	9,243
14599-Retirement	61,390	76,991	76,991	76,991	74,629	74,629	(2,362)
14799-Medicare	9,438	12,578	12,578	12,578	9,662	9,662	(2,916)
21199-Office Supplies	673	2,000	2,000	2,000	2,000	2,000	-
22599-Clothing and Uniforms	6,781	1,000	1,000	1,000	1,000	1,000	-
23199-Fuel	124,651	130,000	130,000	85,000	85,000	85,000	(45,000)
26999-Other Supplies	40,083	20,000	20,000	13,750	20,000	20,000	-
31299-Professional Services	20,414	20,000	20,000	25,000	39,620	39,620	19,620
31499-Other Contracted Services	-	22,600	22,600	22,600	22,600	22,600	-
31599-Software Maintenance	-	16,640	16,640	-	-	-	(16,640)
32199-Printing	3,805	6,500	6,500	6,500	6,500	6,500	-
32299-Books, News & Periodicals	-	150	150	150	150	150	-
32399-Postage	22	250	250	250	250	250	-
32799-Credit Card Fees	2,899	2,000	2,000	2,000	2,000	2,000	-
33599-Dues And Memberships	3,850	4,000	4,000	3,525	3,525	3,525	(475)
33899-Professional Development and	6,145	2,000	2,000	2,512	2,000	2,000	-
34199-Utilities - Electric	18,874	16,500	16,500	16,500	16,500	16,500	-
34299-Utilities - Water, Sewer, Trash	15,283	16,575	16,575	16,575	16,575	16,575	-
34399-Utilities - Gas	2,625	2,000	2,000	2,200	2,000	2,000	-
34599-Utilities - Telephone	14,687	13,571	13,571	10,765	13,571	13,571	-
35699-Vehicle Rent and Maintenance	211,333	199,587	199,587	199,587	213,060	213,060	13,473
35799-Rentals	1,932	2,200	2,200	2,200	2,200	2,200	-
36199-Repair & Maintenance	106,245	30,750	30,750	37,000	30,750	30,750	-
49199-Other Capital	-	15,000	15,000	15,000	15,000	15,000	-
<b>Total Expenditures</b>	<b>1,577,223</b>	<b>1,702,111</b>	<b>1,702,111</b>	<b>1,604,722</b>	<b>1,689,066</b>	<b>1,689,066</b>	<b>(13,045)</b>

# Multimodal

## Mission

The Multimodal Division directly impacts local infrastructure by providing improved connectivity, enhanced safety, accessible routes for mobility, transit first- and last-mile connections, and bicycle and pedestrian routes for all road users. Improvements to pedestrian, ADA-accessible routes, transit and bicycle facility conditions, including Safe Routes to School infrastructure and non-infrastructure projects, are included in the Multimodal Transportation Plan and the ADA Transition Plan.

## 2021 Goals and Objectives

Goal B: Promote diverse transportation modes, including walking, biking and transit that are safe, low cost and emissions associated with Vehicle Miles Travelled (VMT).

Goal B: Provide outreach and incentives to encourage residents to utilize multimodal transportation through the Way to Go! Club and annual Clean Commute events.

Goal B: Implementation of projects identified in the Multimodal Transportation Master Plan.

Goal B: Completion of multimodal transportation projects that enhance bicycle and pedestrian safety.

Goal B: Public Electric Vehicle Charging Stations hosted at the Transit Center.

Goal E: Continue to review and seek funding for Multimodal projects and programs.

## FY 2020 Key Results

Completed Needham Connect Phase II construction ahead of schedule and under budget.

Completed Camino Crossing Feasibility Study.

Received Revitalizing Main Street grant for bump out project.

Received Multimodal Options Funding for 30th Street Connect project.

Hosted successful Winter Bike to Work Day and virtual Clean Commute Week.

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	-	-	-	-	-	-	-
Personnel Services	17,699	90,505	90,505	22,626	93,367	93,367	2,862
Materials and Supplies	16,724	9,100	9,100	2,850	9,100	9,100	-
Charges and Services	14,187	23,787	23,787	19,186	36,087	36,087	12,300
Operating Capital	-	-	-	-	30,000	30,000	30,000
<b>Total</b>	48,610	123,392	123,392	44,662	168,554	168,554	45,162
<b>Change over 2020 Revised Budget</b>							<b>45,162</b>
<b>% change over 2020 Revised Budget</b>							<b>37%</b>



## Multimodal Revenues and Expenditures

Fund: 97 Division: 8516

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Expenditures</u>							
11199-Salaries	9,435	60,588	60,588	15,147	62,918	62,918	2,330
14399-Insurance	6,846	22,184	22,184	5,546	22,490	22,490	306
14599-Retirement	1,262	6,854	6,854	1,713	7,047	7,047	193
14799-Medicare	156	879	879	220	912	912	33
21199-Office Supplies	285	500	500	250	500	500	-
22599-Clothing and Uniforms	-	100	100	100	100	100	-
26999-Other Supplies	16,438	8,500	8,500	2,500	8,500	8,500	-
31499-Other Contracted Services	9,076	7,200	7,200	7,200	20,000	20,000	12,800
32199-Printing	2,373	2,900	2,900	1,605	2,900	2,900	-
32299-Books, News & Periodicals	-	100	100	100	100	100	-
32399-Postage	519	500	500	650	500	500	-
32599-Ad Placement	-	100	100	180	200	200	100
33599-Dues And Memberships	625	1,175	1,175	575	575	575	(600)
33899-Professional Development and Travel	85	4,000	4,000	1,010	4,000	4,000	-
36199-Repair & Maintenance	1,509	7,812	7,812	7,866	7,812	7,812	-
49199- Other Capital	-	-	-	-	30,000	30,000	30,000
<b>Total Expenditures</b>	<b>48,610</b>	<b>123,392</b>	<b>123,392</b>	<b>44,662</b>	<b>168,554</b>	<b>168,554</b>	<b>15,162</b>

# Mobility Management

## Mission

Durango Transit’s Mobility Management program uses all available resources to improve mobility options in Durango, enhance service efficiencies, and reduce transportation costs, while focusing on expanding mobility options primarily for people with disabilities, seniors, and low-income earners. Funded through an FTA 5310 grant.

## 2021 Goals and Objectives

Goal A: Promote diversity, equity, and inclusion by engaging affected populations in the planning and service-provision of public transportation, and by providing equal opportunity for accessibility and mobility.

Goal B: Maintain existing Transit Services and expand online information and service. The Transit Division is successful due to the reliable, safe, efficient service it provides. The consistency and high level of the service are the cornerstone to ridership increases and strong relationships. Web services are increasing and outreach to the public improves each year.

Goal E: Coordinate transportation services regionally to promote efficient use of resources and improve access and mobility in the region.

## FY 2020 Key Results

Updated Medicaid billing process for Opportunity Bus, leading to increased revenue and efficient service provision.

Increased collaboration with Southwest Center for Independence, as evidenced through transportation provision to Purple Cliffs and coordinated efforts to remove barriers to public transit.

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	-	-	-	-	-	-	-
Personnel Services	79,060	85,767	85,767	86,416	89,346	89,346	3,579
Materials and Supplies	-	-	-	-	-	-	-
Charges and Services	-	-	-	-	-	-	-
Operating Capital	-	-	-	-	-	-	-
<b>Total</b>	79,060	85,767	85,767	86,416	89,346	89,346	3,579
<b>Change over 2020 Revised Budget</b>							<b>3,579</b>
<b>% change over 2020 Revised Budget</b>							<b>4%</b>

## Mobility Management Revenues and Expenditures

Fund:97 Division: 8519

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Expenditures</u>							
11199-Salaries	49,500	55,553	55,553	56,162	58,645	58,645	3,092
12199-Overtime	130	-	-	-	-	-	-
14399-Insurance	23,295	23,186	23,186	23,181	23,284	23,284	98
14599-Retirement	5,460	6,222	6,222	6,292	6,568	6,568	346
14799-Medicare	675	806	806	782	850	850	44
<b>Total Expenditures</b>	<b>79,060</b>	<b>85,767</b>	<b>85,767</b>	<b>86,416</b>	<b>89,346</b>	<b>89,346</b>	<b>3,579</b>

# Capital Grants

## Mission

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	-	-	-	-	-	-	-
Personnel Services	-	-	-	-	-	-	-
Materials and Supplies	-	-	-	-	-	-	-
Charges and Services	-	-	-	-	-	-	-
Operating Capital	3,000	-	-	621,890	479,444	479,444	(479,444)
<b>Total</b>	<b>3,000</b>	<b>-</b>	<b>-</b>	<b>621,890</b>	<b>479,444</b>	<b>479,444</b>	<b>(479,444)</b>
<b>Change over 2020 Revised Budget</b>							<b>(479,444)</b>
<b>% change over 2020 Revised Budget</b>							<b>0%</b>

## Revenues and Expenditures

Fund:97 Division: 8518

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Expenditures</u>							
49199-Other Capital	3,000	-	-	621,890	479,444	479,444	479,444
<b>Total Expenditures</b>	<b>3,000</b>	<b>-</b>	<b>-</b>	<b>621,890</b>	<b>479,444</b>	<b>479,444</b>	<b>479,444</b>

# Transportation Services Miscellaneous

## Mission

Class	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
Program Revenue	-	-	-	-	-	-	-
Personnel Services	50,230	71,466	71,466	58,838	71,466	71,466	-
Materials and Supplies	-	-	-	-	-	-	-
Charges and Services	556,975	602,932	602,932	556,975	602,932	602,932	-
Operating Capital	-	-	-	-	-	-	-
<b>Total</b>	<b>607,205</b>	<b>674,398</b>	<b>674,398</b>	<b>615,813</b>	<b>674,398</b>	<b>674,398</b>	-
<b>Change over 2020 Revised Budget</b>							-
<b>% change over 2020 Revised Budget</b>							<b>0%</b>

## Transportation Services Miscellaneous Revenues and Expenditures

Fund: 97 Division: 8299

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Expenditures</u>							
15199-Unemployment	50,230	71,466	71,466	58,838	71,466	71,466	-
31399-Liability Insurance	93,946	92,403	92,403	93,946	92,403	92,403	-
39199-Contingency	-	50,000	50,000	-	50,000	50,000	-
39699-Interfund Transfer	463,029	460,529	460,529	463,029	460,529	460,529	-
<b>Total Expenditures</b>	<b>607,205</b>	<b>674,398</b>	<b>674,398</b>	<b>615,813</b>	<b>674,398</b>	<b>674,398</b>	-

# Road Impact Fee Fund

Revenues and Expenditures							
Fund:22							
Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Revenues</u>							
64379-Road Impact Fees	289,831	350,000	350,000	350,000	350,000	350,000	-
66119-Interest	250	250	250	250	250	250	-
<b>Total Revenue</b>	<b>290,081</b>	<b>350,250</b>	<b>350,250</b>	<b>350,250</b>	<b>350,250</b>	<b>350,250</b>	-
<u>Expenditures</u>							
39799-Transfer to Capital Projects Fund	225,000	250,000	326,149	326,149	324,149	250,000	-
Change in Fund Balance	65,081	100,250	24,101	24,101	26,101	26,101	
Beginning Fund Balance		67,840	67,840	67,840	91,941	91,941	
Ending Fund Balance	67,840	168,090	91,941	91,941	118,042	118,042	

# Durango Tourism Fund

## Revenues and Expenditures

Fund: 23

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Revenues</u>							
61429-Lodgers Tax	1,098,958	1,150,000	1,150,000	805,000	805,000	805,000	(345,000)
<b>Total Revenue</b>	<b>1,098,958</b>	<b>1,150,000</b>	<b>1,150,000</b>	<b>805,000</b>	<b>805,000</b>	<b>805,000</b>	<b>(345,000)</b>
<u>Expenditures</u>							
33099-Contract With DATO	740,576	754,607	754,607	754,607	629,607	629,607	(125,000)
39699-Interfund Transfer	471,537	475,000	475,000	-	345,000	345,000	(130,000)
<b>Total Expenditures</b>	<b>1,212,113</b>	<b>1,229,607</b>	<b>1,229,607</b>	<b>754,607</b>	<b>974,607</b>	<b>974,607</b>	<b>(255,000)</b>
Change in Fund Balance	(113,156)	(79,607)	(79,607)	50,393	(169,607)	(169,607)	
Beginning Fund Balance		119,758	119,758	119,758	170,151	170,151	
Ending Fund Balance	119,758	40,151	40,151	170,151	544	544	

Interfund transfer to Transit for \$220,000

Interfund transfer \$125,000 to the General Fund for special events and admin fee.

# Conservation Trust Fund

## Revenues and Expenditures

Fund: 25

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Revenues</u>							
63449-Lottery & GOCO Grants	212,145	195,000	195,000	195,000	195,000	195,000	-
66119-Interest Earned	1,974	1,500	1,500	1,500	1,500	1,500	-
<b>Total Revenue</b>	<b>212,145</b>	<b>195,000</b>	<b>195,000</b>	<b>195,000</b>	<b>195,000</b>	<b>195,000</b>	-
<u>Expenditures</u>							
<b>Total Expenditures</b>	-	-	-	-	-	-	-
Change in Fund Balance	212,145	195,000	195,000	195,000	195,000	195,000	
Beginning Fund Balance		218,936	218,936	218,936	413,936	413,936	
Ending Fund Balance	218,936	413,936	413,936	413,936	608,936	608,936	



# Park Development Fund

## Revenues and Expenditures

Fund: 25

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Revenues</u>							
62129-Business Licenses	10,400	10,500	10,500	10,500	10,500	10,500	-
66119-Interest Earned	-	-	-	-	-	-	-
66529-Park Dedication Fee	-	-	-	-	-	-	-
<b>Total Revenue</b>	<b>10,400</b>	<b>10,500</b>	<b>10,500</b>	<b>10,500</b>	<b>10,500</b>	<b>10,500</b>	<b>-</b>
<u>Expenditures</u>							
<b>Total Expenditures</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Change in Fund Balance	10,400	10,500	10,500	10,500	10,500	10,500	
Beginning Fund Balance		83,521	83,521	83,521	94,021	94,021	
Ending Fund Balance	83,521	94,021	94,021	94,021	104,521	104,521	

# Storm Drainage Fund

## Revenues and Expenditures

Fund: 28

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance 28
<u>Revenues</u>							
64339-Storm Drainage Fee	290	100	100	100	100	100	-
66119-Interest Earned	139	100	100	100	100	100	-
<b>Total Revenue</b>	<b>429</b>	<b>200</b>	<b>200</b>	<b>200</b>	<b>200</b>	<b>100</b>	<b>-</b>
<u>Expenditures</u>							
<b>Total Expenditures</b>	-	-	-	-	-	-	-
Change in Fund Balance	429	200	200	200	200	200	
Beginning Fund Balance		8,094	8,094	8,294	8,494	8,494	
Ending Fund Balance	8,094	8,294	8,294	8,494	8,694	8,694	

## 2019 Sales Tax Fund

The purposes of this one half cent tax is funding the construction, operation and maintenance of streets, alleys, curbs, gutters, sidewalks and related street improvements with proposed expenditures being first submitted to a citizen advisory board for a recommendation to city council; provided that these increased taxes shall not be collected after June 30, 2029

### Revenues and Expenditures

Fund: 24

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<b>Revenues</b>							
61319-Sales Tax	2,214,066	4,169,053	4,169,053	3,814,683	3,814,683	3,814,683	(354,370)
61329-Use Tax>Returns	30,029	75,000	75,000	69,000	69,000	69,000	(6,000)
61330-Use Tax-Building Permits	33,885	144,000	144,000	137,500	137,500	137,500	(6,500)
61331-Use Tax-Motor Vehicles	36,799	106,355	106,355	100,050	100,050	100,050	(6,305)
66119-Interest Earned	-	3,000	3,000	1,500	3,000	3,000	-
<b>Total Revenue</b>	<b>2,314,779</b>	<b>4,497,408</b>	<b>4,497,408</b>	<b>4,122,733</b>	<b>4,124,233</b>	<b>4,124,233</b>	<b>(373,175)</b>
<b>Expenditures</b>							
39699-Interfund Transfer	-	1,703,154	1,703,154	1,703,154	1,703,154	1,703,154	-
0028 : Street Overlays	-	564,954	564,954	564,954	700,000	700,000	135,046
0173 : Street Chip Sealing	-	23,383	-	-	-	-	-
0174 : Street Reconstruction	-	44,938	-	-	500,000	500,000	500,000
0180 : Thomas Drive Design and Construction	-	1,400,000	999,115	999,115	-	-	(999,115)
0300 : Sealcoating/Surface Preservation	-	741,000	568,915	568,915	700,000	700,000	131,085
0301 : Street Reconstruction	-	1,416,170	1,192,444	1,192,444	-	-	(1,192,444)
0303 : ADA Ramps	-	100,000	118,509	118,509	150,000	150,000	31,491
0304 : Alley Reconstruction and paving	-	182,500	56,000	56,000	200,000	200,000	144,000
0305 : 50/50 Sidewalk Program	-	50,000	50,000	50,000	50,000	50,000	-
<b>Total Expenditures</b>	<b>-</b>	<b>6,226,099</b>	<b>5,253,091</b>	<b>5,253,091</b>	<b>4,003,154</b>	<b>4,003,154</b>	<b>(1,249,937)</b>
Change in Fund Balance	-	(1,728,691)	(755,683)	(1,130,358)	121,079	121,079	
Beginning Fund Balance	2,314,779	2,314,779	2,314,779	2,314,779	1,184,422	1,184,422	
Ending Fund Balance	2,314,779	586,088	1,559,096	1,184,422	1,305,501	1,305,501	(253,595)

## 2005 1/4 Cent Open Space, Parks, & Trails Fund

The purpose of this quarter cent sales and use tax is to finance the preservation, acquisition, and maintenance of natural lands including, but not limited to, land to preserve water quality in rivers and streams, wildlife habitat, land for hiking and biking, and the creation and maintenance of parks and trails (with all program expenditures being first submitted to a citizen advisory board for a recommendation to the City Council). The tax sunsets on December 31, 2026.

### Revenues and Expenditures

Fund: 48

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Revenues</u>							
61319-Sales Tax	2,046,925	2,113,708	2,113,708	1,934,043	1,934,043	1,934,043	(179,665)
61329-Use Tax>Returns	23,515	37,500	37,500	34,500	34,500	34,500	(3,000)
61330-Use Tax-Building Permits	51,910	72,000	72,000	68,750	68,750	68,750	(3,250)
61331-Use Tax-Motor Vehicles	50,674	53,178	53,178	50,025	50,025	50,025	(3,153)
66119-Interest Earned	41,720	35,000	35,000	35,000	35,000	35,000	-
<b>Total Revenues</b>	<b>2,214,744</b>	<b>2,311,386</b>	<b>2,311,386</b>	<b>2,122,318</b>	<b>2,122,318</b>	<b>2,122,318</b>	<b>(189,068)</b>
<u>Expenditures</u>							
39699-Interfund Transfer	406,740	408,341	408,341	408,341	453,557	453,557	45,216
0012 : Open Space Acquisition	-	1,206,959	1,206,959	-	400,000	400,000	(806,959)
0133: Post Maintenance/ Fire Mitigation	130,203	160,269	160,269	29,126	180,887	180,887	20,618
0171 : Park, Trail and Rec Improvements	129,327	381,162	381,162	166,849	314,313	314,313	(66,849)
0235 : Oxbow Park River Access	1,096,011	897,512	897,512	726,489	-	-	(897,512)
0237 : Trails 2000 Contract	25,000	25,000	25,000	-	25,000	25,000	-
0248 : Economic Impact Study	-	50,000	50,000	-	50,000	50,000	-
0250 : Animas River Trail North Pedestrian Bridge	-	1,100,000	-	175,000	-	-	-
0251: Durango Mesa Park	-	-	-	1,500,000	-	-	-
0253: Outdoor Pickleball Courts	-	-	-	-	175,000	175,000	175,000
0246: Mason Center Removal	-	-	-	-	430,000	430,000	430,000
0225 : Cundiff Park	-	40,267	15,000	9,949	-	-	(15,000)
0178: Whitewater Park Development	-	-	-	82,917	72,698	72,698	-
Chapman Hill	-	-	-	-	-	-	-
0230 : Sand Volleyball Courts	-	-	-	-	120,000	120,000	-
0146 : Smart 160 Trail	-	-	-	-	405,000	405,000	-
0251: Durango Mesa Park design	-	-	-	-	350,000	350,000	-
<b>Total Expenditures</b>	<b>1,787,281</b>	<b>4,269,510</b>	<b>3,144,243</b>	<b>3,098,671</b>	<b>2,976,455</b>	<b>2,976,455</b>	<b>(1,100,486)</b>
Change in Fund Balance	427,463	(1,958,124)	(832,857)	(976,354)	(854,137)	(854,137)	-
Beginning Fund Balance	-	2,433,240	2,433,240	2,433,240	1,456,886	1,456,886	-
Ending Fund Balance	2,433,240	475,116	1,600,383	1,456,886	602,749	602,749	(997,634)
Deferred in the fund balance:							
Chapman Hill	-	-	-	-	250,000	-	-
Open Space Acquisition	-	-	-	-	100,000	-	-
Park Trail and Rec Improvements	-	-	-	-	100,000	-	-

## 2015 Half Cent Sales Tax Fund

The purposes of this one half cent sales and use tax is to fund the costs of the construction, operations, or maintenance of recreation facilities, parks, trails, pedestrian and bicycle improvements, maintenance facilities used by the Parks and Recreation Department, and the urban forest; with all expenditure based on the recommendations of a citizens advisory board to the City Council and subject to an annual audit. The tax sunsets on December 31, 2039.

### Revenues and Expenditures

Fund: 21

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<b>Revenues</b>							
61319-Sales Tax	4,096,528	4,169,053	4,169,053	3,814,683	3,814,683	3,814,683	(354,370)
61329-Use Tax>Returns	47,061	75,000	75,000	69,000	69,000	75,000	(6,000)
61330-Use Tax-Building Permits	103,886	144,000	144,000	137,500	137,500	144,000	(6,500)
61331-Use Tax-Motor Vehicles	101,413	106,355	106,355	100,050	100,050	106,355	(6,305)
66119-Interest Earned	-	1,500	1,500	1,000	1,500	1,500	-
63189-Grants	279,400	1,632,472	1,632,472	1,632,472	2,013,478	2,013,478	381,006
<b>Total Revenues</b>	<b>4,628,289</b>	<b>6,128,380</b>	<b>6,128,380</b>	<b>5,754,705</b>	<b>6,136,211</b>	<b>6,136,211</b>	<b>7,831</b>
<b>Expenditures</b>							
39699-Interfund Transfer	491,846	489,746	491,846	491,846	506,601	506,601	14,755
0239 : Lake Nighthorse Access Project	10,000	-	-	-	-	-	-
0167 : Recreation Center Improvements	337,322	241,230	241,230	184,288	206,941	206,941	(34,289)
0202 : Whitewater Park Trail	-	10,000	10,000	-	10,000	10,000	-
0220 : ACP to Oxbow Park Trail	3,448,109	2,588,186	2,588,186	2,588,186	-	-	(2,588,186)
0221 : Park Maintenance Shop	1,632,813	55,987	55,987	8,490	47,497	47,497	(8,490)
0222 : Recreation Facility Feasibility Study	46,016	2,520	2,520	2,520	-	-	(2,520)
0223 : Downtown Access Camino Del Rio to ART MM	-	376,688	26,688	-	350,000	350,000	323,312
0224 : 8th Avenue & College Avenue Road Diet Design MM	62,865	1,237,135	137,135	107,751	29,384	29,384	(107,751)
0226 : Rotary Park Restrooms	7,258	592,744	592,744	497,731	97,603	97,603	(495,141)
0228 : Lake Nighthorse	281,432	1,657,385	1,657,385	1,413,373	196,544	196,544	(1,460,841)
0229 : RCH to Swinging Bridge Trail ART	58,941	741,059	741,059	741,059	-	-	(741,059)
0230 : Sand Volleyball Courts	-	120,000	120,000	-	-	-	(120,000)
0233 : Community Forest Plan	32,454	88,004	88,004	76	105,927	105,927	17,923
0234 : Bike & Ped Safety Improvements Design MM	-	95,000	95,000	-	-	-	(95,000)
0241 : Santa Rita Park	-	430,000	430,000	-	430,000	430,000	-
0249 : Traffic Study Design of 14,15,16 US HWY 550 & 3rd	-	150,000	150,000	-	150,000	150,000	-
0250 : Animas River Trail North Pedestrian Bridge	-	2,300,000	-	-	-	-	-
0252 : Animas River Trail Connection	-	-	-	697,996	2,712,004	2,712,004	2,712,004
9028 : Needham Connect II	4,695	2,243,836	2,243,836	2,243,836	-	-	(2,243,836)
ADA Improvements	-	50,000	-	-	1,500,000	1,500,000	1,500,000
30th Street Connect Project	-	-	-	-	95,000	95,000	-
0246: Mason Center Abestos Abatement/ Removal	-	250,000	250,000	226,864	-	-	-
32nd Street Traffic Calming and Connectivity Design MM	-	-	-	-	350,000	350,000	-
Animas River Trail Rehab- Rank Park to Demon Bridge	-	-	-	-	1,350,000	1,350,000	-
<b>Total Expenditures</b>	<b>6,413,750</b>	<b>13,719,520</b>	<b>9,921,620</b>	<b>9,204,016</b>	<b>8,137,501</b>	<b>8,137,501</b>	<b>(1,784,119)</b>
Change in Fund Balance	(1,785,461)	(7,591,140)	(3,793,240)	(3,449,311)	(2,001,290)	(2,001,290)	-
Beginning Fund Balance	-	5,978,599	5,978,599	5,978,599	2,529,288	2,529,288	-
Ending Fund Balance	5,978,599	(1,612,541)	2,185,359	2,529,288	527,998	527,998	(1,657,361)
Deferred in the fund balance:							
Recreation Center Improvements	-	-	-	-	50,000	-	-
Animas River Trail Rehab	-	-	-	-	150,000	-	-
ADA Improvements	-	-	-	-	1,000,000	-	-

## Capital Projects Fund

Fund: 42

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Revenues</u>							
66639-Transfer From General Fund	-	400,000	-	493,346	-	-	-
Grants					417,500	417,500	
<b>Total Revenues</b>	-	400,000	-	493,346	417,500	417,500	-
<u>Expenditures</u>							
0008 : Financial Management Software Replacement	78,569		-	-	-	-	-
0009 : Technology Enhancements	-		-	-	85,000	85,000	85,000
0162 : 32nd Street Storm Sewer Treatment Pond	19,658	835,000	-	75	835,000	835,000	835,000
0191 : CDOT CFI Landscaping and Art	12,000	48,960	23,960	-	23,960	23,960	-
0196 : Improvements to City Council Chambers	15,038	-	-	-	-	-	-
0204 : Network Equipment	-	-	-	-	350,000	350,000	350,000
0215 : Storm Drainage Master Plan	67,130	106,458	-	14,143	80,000	80,000	80,000
0227 : Escalante Drive Underpass	5,436	150,000	-	-	-	-	-
0238 : EIAF 8748 Grant Matching Funds LPC HWY 550/160 Int	-	250,000	-	250,000	150,000	150,000	150,000
0240 : Library ILS System Replacement	-	51,000	-	51,000	-	-	-
Building condition Assessment, Maintenance, and Replacement plan	-	-	-	-	120,000	120,000	120,000
Grandview Access Control Plan (1/3 Cost Share)	-	20,000	-	-	20,000	20,000	20,000
<b>Total expenditures</b>	197,831	1,461,418	23,960	315,218	1,663,960	1,663,960	1,640,000
Change in Fund Balance	(197,831)	(1,061,418)	(23,960)	178,128	(1,246,460)	(1,246,460)	-
Beginning Fund Balance		1,068,332	1,068,332	1,068,332	1,246,460	1,246,460	-
Ending Fund Balance	1,068,332	6,914	1,044,372	1,246,460	-	-	-

# CAPITAL IMPROVEMENTS FUND 2005 1/4 CENT SALES TAX

City of Durango taxes be increased used to finance capital improvements, including but not limited to, a new library and road, sidewalk and associated improvements to enhance driver, pedestrian and bicycle safety; shall the increase start July 1, 2005 and end on December 31, 2026.

## Revenues and Expenditures

Fund: 49

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Revenues</u>							
61319-Sales Tax	2,046,925	2,113,708	2,113,708	1,934,042	1,934,043	1,934,043	(179,665)
61329-Use Tax>Returns	23,515	37,500	37,500	34,500	34,500	34,500	(3,000)
61330-Use Tax-Building Permits	51,910	72,000	72,000	68,750	68,750	68,750	(3,250)
61331-Use Tax-Motor Vehicles	50,674	53,178	53,178	50,025	50,025	50,025	(3,153)
66119-Interest Earned	22,968	22,000	22,000	20,000	22,000	22,000	-
66629-Interfund Transfer	225,000	250,000	250,000	326,149	324,149	250,000	74,149
<b>Total Revenues</b>	<b>2,420,992</b>	<b>2,548,386</b>	<b>2,548,386</b>	<b>2,433,466</b>	<b>2,433,467</b>	<b>2,359,318</b>	<b>(114,919)</b>
<u>Expenditures</u>							
66629-Interfund Transfer	2,427,004	2,433,467	2,433,467	2,433,466	2,433,467	2,433,467	-
<b>Total Expenditures</b>	<b>2,427,004</b>	<b>2,433,467</b>	<b>2,433,467</b>	<b>2,433,466</b>	<b>2,433,467</b>	<b>2,433,467</b>	-
Change in Fund Balance	(6,012)	114,919	114,919	-	-	-	-
Beginning Fund Balance		5,219	5,219	5,219	5,219	5,219	-
Ending Fund Balance	5,219	120,138	120,138	5,219	5,219	5,219	(114,919)

# Water Capital

## Revenues and Expenditures

Fund: 43

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<b>Expenditures</b>							
1033 : Waterline Replacements	-	-	-	-	1,601,350	1,601,350	1,601,350
1042 : Water System Telemetry	86,076	120,700	120,700	10,652	127,348	127,348	6,648
1043 : Land Acquisition WTP	-	94,040	-	-	-	-	-
1044 : WTP Process Revisions	2,555	-	-	-	-	-	-
1048 : WTP Office Expansion	-	104,250	-	13,483	-	-	-
1059 : Water Conservation Audits	4,522	102,000	102,000	31,242	105,212	105,212	3,212
1068 : WTP Reclaim/Sludge Management	-	443,200	30,000	-	92,835	92,835	62,835
1069 : Filter Effluent to Waste System	-	334,100	34,100	-	54,100	54,100	20,000
1071 : WTP Electrical Upgrade	10,427	428,909	962,709	92,557	450,000	450,000	(512,709)
1079 : Meter Replacement Program	-	2,001,000	2,001,000	63,233	1,550,000	1,550,000	(451,000)
1081 : Florida River Intake @ Rainbow Ranch	-	189,762	536,000	554,492	-	-	(536,000)
1085 : Storage Tank Cleaning Refurbishing	292,329	21,100	100	-	50,000	50,000	49,900
1089 : Terminal Reservoir Dam Repair	7,027	144,700	-	-	-	-	-
1090 : Animas River Repair Work	5,380	82,700	82,700	80,321	-	-	(82,700)
1097 : Pumping Station- PRV's, Pumps, Motors	-	136,800	136,800	-	86,800	86,800	(50,000)
1100 : Ball Lane Pump Station Upgrades	-	201,279	88,479	-	-	-	(88,479)
1104 : Storage Tanks Control Panel Systems	-	155,400	155,400	-	155,400	155,400	-
1105 : Drought Plan	38,866	8,600	8,600	1,366	-	-	(8,600)
1106 : AMR Upgrades	349	-	-	-	-	-	-
1107 : Florida Raw Water Line Replacement	-	500,000	-	-	-	-	-
1109 : SMWTP Site Pipe/Valve Replacement	-	2,654,919	654,919	-	550,000	550,000	(104,919)
1110 : Grandview Pump Station Building Site	-	91,900	91,900	135,724	-	-	(91,900)
1112 : New RBWTP 14.0 MGD WTP	-	339,300	139,300	1,585	-	-	(139,300)
1114 : Ridges Basin WTP Water Main Extension	-	920,000	-	-	-	-	-
1115 : CMWTP Coagulant Pumps	-	69,200	-	-	-	-	-
1117 : Administration Building Design/Construction	-	4,313,100	4,313,100	3,821,368	491,732	491,732	(3,821,368)
1118 : Water Dock Upgrades	-	339,100	279,100	31,248	95,000	95,000	(184,100)
1119 : Water Rate Study	35,065	-	-	-	-	-	-
1120 : Waterline Upsize	21,144	-	-	-	-	-	-
1121 : Distribution System Condition Assessment	-	42,500	70,713	49,459	7,500	7,500	(63,213)
1122 : 31 Parker Avenue Waterline Replacement	-	75,000	136,562	-	136,562	136,562	0
1123 : Pumping Station PRV's Pumps & Motors	-	50,000	50,000	-	-	-	(50,000)
1124 : Valve Replacement	60,572	197,600	197,600	81,180	130,000	130,000	(67,600)
1125 : Santa Rita Pump Station Replacement	-	50,000	50,000	-	-	-	(50,000)
1127 : Water Master Plan	-	100,000	100,000	15,418	75,000	75,000	(25,000)
1128 : Santa Rita Pumpstation soft Starts	-	400,000	400,000	-	375,735	375,735	(24,265)
9025 : State Revolving Loan Fund (SRF - EPA)	-	-	-	-	-	-	-
Washburn Settlement	-	-	10,000	-	-	-	-
Wildfire Watershed Assessment - Florida River	-	-	-	-	75,000	75,000	75,000
Wildcat Tank Improvement Design	-	-	-	-	50,000	50,000	50,000
South Durango Control Vault Improvements	-	-	-	-	95,000	95,000	95,000
Santa Rita Raw Water Pump & Motor	-	-	-	-	135,000	135,000	135,000
WTP Electrical Upgrades Phase 5	-	-	-	-	50,000	50,000	50,000
1096 : Concrete Sidewalks and Aprons	-	-	-	-	56,055	56,055	56,055
<b>Total Expenditures</b>	<b>564,312</b>	<b>14,711,159</b>	<b>10,751,781</b>	<b>4,983,329</b>	<b>6,595,630</b>	<b>6,595,630</b>	<b>(4,146,151)</b>
1122 : 31 Parker Avenue Waterline Replacement		136,562					
1121 : Distribution System Condition Assessment		7,500					
Vector Garage is in Admin Building		500,000					



# Sewer Capital

## Revenues and Expenditures

Fund: 44

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<b>Expenditures</b>							
2016 : In Situ Sewer Project	10,700	374,900	374,900	9,422	1,581,000	1,581,000	1,206,100
2031 : Lift Station Replacement	-	1,836,165	136,165	65,901	910,000	910,000	773,835
2035 : Lift Station Generator Replacements	-	490,632	90,632	1,323	440,379	440,379	349,747
2041 : SRWWTP Rehab Digester Outer Walls	-	-	-	-	-	-	-
2043 : Fiber Upgrade and Expansion	47,705	51,800	51,800	30,787	121,013	121,013	69,213
2044 : Collection System Flow Monitoring and Control Syst	12,056	360,400	100,000	21,490	75,000	75,000	(25,000)
2048 : SRWWTP Flood Plain Study	-	50,000	50,000	-	-	-	(50,000)
2049 : River Crossing Replacements	-	850,000	-	-	-	-	-
2052 : Santa Rita Park Design	-	119,907	119,907	-	300,000	300,000	180,093
2053 : Santa Rita Emergency Sewer Replacement	-	-	-	-	-	-	-
2054 : Sewer Rate Study	35,065	-	-	-	-	-	-
2055 : Collections System Assessment	-	42,500	70,713	49,459	7,500	7,500	(63,213)
2056 : Santa Rita Utilities Administration Building	-	4,313,100	4,313,100	3,821,368	491,732	491,732	(3,821,368)
2058 : In-Situ Sewer Line Replacement and Manhole Rehab.	-	1,250,000	1,250,000	-	-	-	(1,250,000)
2059 : River Crossing Replacements	-	400,000	400,000	-	-	-	(400,000)
2060 : collection System Flow Monitoring and Control	-	100,000	100,000	-	-	-	(100,000)
2061 : Santa Rita Vector Garage	-	500,000	-	-	-	-	-
2062 : Sanitary Sewer Trunkline Maintenance	-	400,000	100,000	-	-	-	(100,000)
9020 : EIAF 7738 Waste Water Treatment Plant Design	-	1,500,000	1,500,000	-	-	-	(1,500,000)
SRWRF Digester 1 Interior Coating Rehabilitation	-	-	-	-	380,000	380,000	380,000
Treatment Complex Basement Leak Mitigation	-	-	-	-	60,000	60,000	60,000
							-
<b>Total Expenditures</b>	<b>105,526</b>	<b>12,639,404</b>	<b>8,657,217</b>	<b>3,999,749</b>	<b>4,366,624</b>	<b>4,366,624</b>	<b>(4,290,593)</b>
2055 : Collections System Assessment		7,500					
Vector Garage is in Santa Rita Water Per contact		500,000					

## Airport Capital

The Airport capital projects contribute to existing infrastructure with over 3 million square feet of airfield pavement, over 790,000 square feet of landside pavement, 69,620 square feet of building space, eater and wastewater treatment facilities, and 65 pieces of rolling stock (vehicles + equipment)

### Revenues and Expenditures

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<b>Expenditures</b>							
5002 : Terminal Improvements	1,702,583	8,090	8,090	2,122	-	-	(8,090)
5034 : Construct Additional Auto Parking	-	-	-	-	-	-	-
5038 : Main Revenue Parking Lot Crack Repair & Seal Coat	-	-	-	-	-	-	-
5039 : Acquire Snow Removal Equipment	-	61,800	61,800	1,600	-	-	(61,800)
5040 : Replace Airport Water Treatment Pump House Tank	-	-	-	-	-	-	-
5041 : Taxiway A Schedule III Reconstruction	6,979,801	1,469,037	1,469,037	18,266	-	-	(1,469,037)
5042 : Rental Car Bull Pen Parking Lot Repair	27,688	-	-	-	-	-	-
5043 : Public Roadwa Repair	87,219	-	-	-	-	-	-
5044 : Mutual Aid/AARF Access Road Repair	44,993	-	-	-	-	-	-
5045 : Airfield Lighting Backup Generator	103,797	13,655	13,655	-	-	-	(13,655)
5046 : Terminal Restroom Renovation	-	238,530	238,530	120,108	-	-	(238,530)
5047 : Terminal Sidewalk and Curbing Repair	-	-	-	-	-	-	-
5048 : Airport Water System Disinfection Improvements	58,254	18,996	18,996	5,361	-	-	(18,996)
5049 : Water System Disinfectant Improvements	-	67,125	67,125	70,582	-	-	(67,125)
6039 : Taxiway A Construction	-	-	-	-	-	-	-
6040 : Environmental Assessment	33,129	-	-	-	-	-	-
6047 : Taxiway A - Schedule I Design & Reconstruct	-	-	-	-	-	-	-
6048 : Snow Removal Equipment - Vehicle and Broom	-	-	-	-	-	-	-
6051 : Rental Car Return Lot Repair and Crack Seal	-	-	-	-	-	-	-
6052 : Access Control Camera System	107,905	11,545	11,545	1,500	-	-	(11,545)
6053 : Taxiway A Schedule III Reconstruction Design	1,852	-	-	-	-	-	-
6054 : AIP Environmental Assessment (Crossfire Parcel)	-	-	-	-	-	-	-
6056 : Sprung Facility Flooring Replacement	18,751	-	-	-	-	-	-
6057 : Credit Care Vehicle Parking Lot Repair	35,438	-	-	-	-	-	-
6058 : Water Treatment Pump Skid Rehabilitation	3,350	32,700	32,700	32,700	-	-	(32,700)
6059 : Acquire Crossfire Parcel	3,979,461	3,912,000	3,912,000	250	-	-	(3,912,000)
6060 : Terminal Area Plan	199,603	84,326	84,326	78,335	-	-	(84,326)
6061 Commerical Apron Rehab	-	1,984,007	4,535,570	3,897,414	453,557	453,557	(4,082,013)
6062 : S.General Aviation Apron Crack Repair, Seal Coat	-	287,250	287,250	9,770	-	-	(287,250)
6063 : N. General Aviation Apron Crack Repair, Seal Coat	-	221,250	221,250	66,100	-	-	(221,250)
6064 : Runway 3/21 Rehabilitation Design	-	360,500	360,500	-	360,500	360,500	-
6065 : Wastewater System Effluent Treatment Upgrades	-	199,820	199,820	9,255	189,820	189,820	(10,000)
6066 : Foam Testing project	-	28,000	28,000	24,958	-	-	(28,000)
TWY A Reconconstruction Design	-	-	-	-	314,150	314,150	314,150
<b>Total Expenditures</b>	<b>13,383,824</b>	<b>8,998,631</b>	<b>11,550,194</b>	<b>4,338,320</b>	<b>1,318,027</b>	<b>1,318,027</b>	<b>(10,232,167)</b>

# Sustainability Capital

## Revenues and Expenditures

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	2021 Adopted	Budget Variance
<u>Expenditures</u>							
3005 : Solar PV on City Owned Lands & Buildings Study	-	25,000	25,000	-	-	-	(25,000)
3006 : Automated Wildlife Resistance Containers	173,429	-	-	-	-	-	-
3007 : Sustainability Capital Projects and Study	-	100,000	50,000	-	-	-	(50,000)
<b>Total Expenditures</b>	<b>173,429</b>	<b>125,000</b>	<b>75,000</b>	-	-	-	<b>(75,000)</b>

# Transportation Capital

## Revenues and Expenditures

Object	2019 Actual	2020 Adopted	2020 Revised	2020 Est. Actual	2021 Proposed	Budget Variance
<u>Expenditures</u>						
4013 : Replace Existing Duncan CC Meters	64,963	248,705	27,000	-	-	(27,000)
4014 : Replacement of Parking Meter	-	150,000	-	-	-	-
4016 : Parking Meter Housing Yoke Replacement	4,250	67,459	6,000	-	-	(6,000)
<b>Total Expenditures</b>	<b>69,213</b>	<b>466,164</b>	<b>33,000</b>	<b>-</b>	<b>-</b>	<b>(33,000)</b>

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	Runway 3/21 Rehabilitation Design
Airport	<i>Funding Source</i>	Airport PFC Fund
<i>Project Description</i>		
<p>The airport maintains a single runway, 9,201' x 150', that has not been rehabilitated in over 10 years. The runway's asphalt is deteriorating and is in need of rehabilitation to maintain a safe surface for aircraft operations. This project is for the design and engineering that must precede any construction on the airport. Engineers will produce construction plans, engineer's report, and contract documents that will detail runway rehabilitation and replacement of runway lighting and signage. Construction is currently planned for 2022, utilizing significant federal grant funding.</p>		

FINANCIAL SECTION

<i>Total Project Cost</i>	\$360,500	<i>2021 Project Request</i>	0
<i>Carry Forward?</i>	Yes	<i>Carry Forward Request</i>	\$360,500
<i>Is the project an on-going project?</i>	No		
<i>Five Year Operational Costs</i>	0; 0; 0; 0; 0		
<i>Operating Cost Assumptions</i>	Project will replace existing pavement and lighting, resulting in no change to existing conditions. Operating costs may be reduced due to more efficient LED lighting and less annual crackfill application.		
<i>What ongoing maintenance costs exist for the project?</i>	No change from current		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	Yes. FAA AIP Grants, CDOT Aviation Grant, and Airport PFC Fund.		

<i>Does the Project Leverage Non-City Funding?</i>	Yes
<i>Is the leveraged funding committed?</i>	No
<i>How much funding is being leveraged?</i>	The design itself does not leverage outside funding. The resulting construction costs scheduled for 2022 are estimated at \$12.2 million, with \$11.4 million eligible for federal and state grant funding.

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	12/31/2021
<i>What is the Timetable for the Project?</i>	Design and plan development is planned to commence in Q4 2020, and is anticipated to be complete by mid-to-late 2021, allowing for bidding of the associated construction in Q1 2022.

## GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	The airport's sole runway is the most important piece of infrastructure at DRO. The goal of this project is to extend the useful life of this pavement in order to continue the safe and efficient facilitation of aircraft operations.
<i>Are there more efficient and effective means to achieve the same outcomes?</i>	No
<i>How does the project contribute toward City Council Goals?</i>	The City Council goal of supporting effective utilization of resources to supply mobility and transportation is directly achieved through this project. The airport's runway serves as the very heart of this regional airport which provides commercial airline service, emergency medical transportation, emergency aerial firefighting, and nearly \$300 million in annual economic impact to the surrounding region.

## PRIORITIZATION CRITERIA

<i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i>	Definitely Yes -5
<i>Does the project help address health, life and safety concerns within the City?</i>	Definitely Yes -5
<i>Is the project necessary to provide a minimum level of service to the community?</i>	Definitely Yes -5
<i>Was significant public engagement provided for in the development of the project?</i>	Possibly -3
<i>Does the project address specific <a href="#">City Council Goals</a>?</i>	Definitely Yes -5
<i>Does the project address the Sustainability Action Plan of the City?</i>	Probably -4
<i>Does your Department have staff capacity to complete the project if it is funded?</i>	Definitely Yes -5
<i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i>	Definitely Yes -5
<i>Has the project been developed as part of a larger scale asset plan?</i>	Definitely Yes -5
<i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i>	Definitely No -1

<i>Background on Prioritization Responses</i>

## ADDITIONAL CRITERIA

<i>Does the project provide a positive economic impact to the community?</i>	Definitely - 5
<i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i>	Possibly - 3
<i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i>	Definitely No - 1
<i>Does the project improve ADA accessibility in the community?</i>	Definitely No - 1

<i>Background on Additional Criteria Responses</i>
<i>Provide any additional references, documents or plans of support.</i>
Project is consistent with Airport Master Plan and FAA-approved Airport Layout Plan

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	TWY A Reconstruction Design
Airport	<i>Funding Source</i>	Airport PFC Fund
<i>Project Description</i>		
<p>Taxiway Alpha, between Taxiway A2 and the South General Aviation Apron, is experiencing early signs of asphalt failure. This highly traveled section of pavement on the airport's primary taxiway totals approximately 135,000 square feet and is a critical piece of airport infrastructure. This project is for the design and engineering that must precede any construction on the airport. Engineers will produce construction plans, engineer's report, and contract documents that will detail taxiway reconstruction. Construction is currently planned for 2022, utilizing significant federal grant funding.</p>		

FINANCIAL SECTION

<i>Total Project Cost</i>	\$314,150	<i>2021 Project Request</i>	\$314,150
<i>Carry Forward?</i>	No	<i>Carry Forward Request</i>	N/A
<i>Is the project an on-going project?</i>	No		
<i>Five Year Operational Costs</i>	0; 0; 0; 0; 0		
<i>Operating Cost Assumptions</i>	Project will replace existing pavement, resulting in no change to existing conditions. Operating costs may be reduced slightly due to less annual crackfill application.		
<i>What ongoing maintenance costs exist for the project?</i>	No change from current		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	Yes. FAA AIP Grants, CDOT Aviation Grant, and Airport PFC Fund		

<i>Does the Project Leverage Non-City Funding?</i>	Yes
<i>Is the leveraged funding committed?</i>	No
<i>How much funding is being leveraged?</i>	The design itself does not leverage outside funding. The resulting construction costs scheduled for 2022 are estimated at \$5.1 million, with \$4.7 million eligible for federal and state grant funding.

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	12/31/2021
<i>What is the Timetable for the Project?</i>	Design and plan development is planned to commence in Q1 2021, and is anticipated to be complete by mid-to-late 2021, allowing for bidding of the associated construction in Q1 2022.

## GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	The airport's sole parallel taxiway is a critical piece of the airfield infrastructure at DRO. The goal of this project is to extend the useful life of this pavement in order to continue the safe and efficient facilitation of aircraft operations.
<i>Are there more efficient and effective means to achieve the same outcomes?</i>	No
<i>How does the project contribute toward City Council Goals?</i>	The City Council goal of supporting effective utilization of resources to supply mobility and transportation is directly achieved through this project. The airport's parallel taxiway serves as a critical piece of airfield infrastructure at this regional airport which provides commercial airline service, emergency medical transportation, emergency aerial firefighting, and nearly \$300 million in annual economic impact to the surrounding region.

## PRIORITIZATION CRITERIA

<b><i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i></b>	Definitely Yes -5
<b><i>Does the project help address health, life and safety concerns within the City?</i></b>	Possibly -3
<b><i>Is the project necessary to provide a minimum level of service to the community?</i></b>	Definitely Yes -5
<b><i>Was significant public engagement provided for in the development of the project?</i></b>	Probably No -2
<b><i>Does the project address specific <a href="#">City Council Goals</a>?</i></b>	Definitely Yes -5
<b><i>Does the project address the Sustainability Action Plan of the City?</i></b>	Probably -4
<b><i>Does your Department have staff capacity to complete the project if it is funded?</i></b>	Definitely Yes -5
<b><i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i></b>	Definitely Yes -5
<b><i>Has the project been developed as part of a larger scale asset plan?</i></b>	Definitely Yes -5
<b><i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i></b>	Definitely No -1

<i>Background on Prioritization Responses</i>

## ADDITIONAL CRITERIA

<b><i>Does the project provide a positive economic impact to the community?</i></b>	Definitely - 5
<b><i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i></b>	Probably No - 2
<b><i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i></b>	Definitely No - 1
<b><i>Does the project improve ADA accessibility in the community?</i></b>	Definitely No - 1

<i>Background on Additional Criteria Responses</i>
<i>Provide any additional references, documents or plans of support.</i>
Project is consistent with Airport Master Plan and FAA-approved Airport Layout Plan



City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	Wastewater System Effluent Treatment Upgrades
Airport	<i>Funding Source</i>	Airport PFC Fund and Airport Unrestricted Reserves
<i>Project Description</i>		
Recent wastewater effluent limits set by Colorado Department of Public Health and Environment have changed and the airport needs to assess and upgrade its treatment processes in order to meet the new limits. Several upgrades are needed to the airport's wastewater system to improve ammonia levels. The airport is able to treat ammonia levels during the warmer summer months but face challenges with the colder temperatures normally found during the winter months. This project includes the design and engineering of wastewater system upgrades, coordination of state approvals, and construction of system upgrades.		

FINANCIAL SECTION

<i>Total Project Cost</i>	\$189,820	<i>2021 Project Request</i>	0
<i>Carry Forward?</i>	Yes	<i>Carry Forward Request</i>	\$189,820
<i>Is the project an on-going project?</i>	No		
<i>Five Year Operational Costs</i>	5,000; 5,000; 5,000; 5,000; 5,000		
<i>Operating Cost Assumptions</i>	Early discussions with the project engineer indicate that potential design solutions will likely not be energy, material, or labor intensive once installed.		
<i>What ongoing maintenance costs exist for the project?</i>	Potential added operating costs could include new treatment chemicals or increased electricity usage, dependent on the recommended design solution. Limited system maintenance is anticipated.		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	Yes. Airport PFC Fund and Airport Unrestricted Reserves		

<i>Does the Project Leverage Non-City Funding?</i>	No
<i>Is the leveraged funding committed?</i>	
<i>How much funding is being leveraged?</i>	N/A

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	11/1/2021
<i>What is the Timetable for the Project?</i>	Design and state reviews are underway and are anticipated to be complete by Q2 2021. Construction is anticipated to be underway by Q3 2021. Project completion and closeout may carry into 2022 if state review periods continue to be extended.

## GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	The goal of this project is to ensure that the wastewater system at DRO is able to meet and exceed state requirements for wastewater effluent discharge into the environment.
<i>Are there more efficient and effective means to achieve the same outcomes?</i>	No
<i>How does the project contribute toward City Council Goals?</i>	The City Council goal of improving environmental resiliency and encouraging responsible stewardship of natural resources is directly achieved through this project. Ensuring that wastewater effluent discharge at the airport meets or exceeds all state requirements is an important aspect of DRO's commitment to environmental sustainability.

## PRIORITIZATION CRITERIA

<b><i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i></b>	Definitely Yes -5
<b><i>Does the project help address health, life and safety concerns within the City?</i></b>	Definitely Yes -5
<b><i>Is the project necessary to provide a minimum level of service to the community?</i></b>	Definitely Yes -5
<b><i>Was significant public engagement provided for in the development of the project?</i></b>	Probably No -2
<b><i>Does the project address specific <a href="#">City Council Goals</a>?</i></b>	Definitely Yes -5
<b><i>Does the project address the Sustainability Action Plan of the City?</i></b>	Definitely Yes -5
<b><i>Does your Department have staff capacity to complete the project if it is funded?</i></b>	Definitely Yes -5
<b><i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i></b>	Definitely No -1
<b><i>Has the project been developed as part of a larger scale asset plan?</i></b>	Definitely Yes -5
<b><i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i></b>	Definitely No -1

<i>Background on Prioritization Responses</i>

## ADDITIONAL CRITERIA

<b><i>Does the project provide a positive economic impact to the community?</i></b>	Possibly - 3
<b><i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i></b>	Probably No - 2
<b><i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i></b>	Definitely No - 1
<b><i>Does the project improve ADA accessibility in the community?</i></b>	Definitely No - 1

<i>Background on Additional Criteria Responses</i>
<i>Provide any additional references, documents or plans of support.</i>
CDPHE Mandated

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	Commercial Apron Rehabilitation	
Airport	<i>Funding Source</i>	FAA AIP Grants, CDOT Aviation Grant, and Airport PFC Fund	
<i>Project Description</i>			
<p>The commercial apron at the Durango-La Plata County Airport consists of a concrete section and an asphalt section. The asphalt section contains approximately 10,400 square yards of pavement and began experiencing severe rutting and alligator cracking in the spring of 2019. The asphalt portion of the commercial apron was originally constructed in 1987 and was last overlaid in 2012. This area had experienced the effects of general aging, water infiltration, evidence of asphalt stripping in some of the layers, limited movement due the action of years of freeze-thaw cycles, as well as typical movement and cracking due to subgrade conditions. During the geotechnical investigation for the 2012 project, severe degradation of the bottom layers of the existing asphalt was noted. The rehabilitation of this airfield pavement will ensure that the airport can provide uninterrupted access to the terminal facility from commercial aircraft.</p>			

FINANCIAL SECTION

<i>Total Project Cost</i>	\$453,557	<i>2021 Project Request</i>	0
<i>Carry Forward?</i>	Yes	<i>Carry Forward Request</i>	\$453,557
<i>Is the project an on-going project?</i>	No		
<i>Five Year Operational Costs</i>	\$2,500; \$2,500; \$2,500; \$2,500; \$2,500		
<i>Operating Cost Assumptions</i>	Established costs are known for ongoing pavement maintenance by airport personnel. The incremental addition of pavement is less than one half of one percent of all airport asphalt surfaces.		
<i>What ongoing maintenance costs exist for the project?</i>	The addition of new apron entrance and expansion pavement will result in limited ongoing operational expenses. These will include small amounts of labor and materials to paint and crack fill the added surface annually and clear it of snow during winter conditions.		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	Yes. FAA AIP Grants, CDOT Aviation Grant, and Airport PFC Fund		

<i>Does the Project Leverage Non-City Funding?</i>	Yes
<i>Is the leveraged funding committed?</i>	Yes
<i>How much funding is being leveraged?</i>	\$3,823,317 in federal and state grant funding

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	4/1/2021
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<i>What is the Timetable for the Project?</i>	Construction began on August 3, 2020 and is anticipated to be complete by November 10, 2020. Final project closeout with the FAA will likely occur in late Q1 or early Q2 2021.
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## GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	The airport's commercial apron is a critical piece of the airfield infrastructure at DRO, allowing for the facilitation of commercial airline traffic at the terminal facility. The goal of this project is to extend the useful life of this pavement in order to continue the safe and efficient facilitation of airline operations.
<i>Are there more efficient and effective means to achieve the same outcomes?</i>	No
<i>How does the project contribute toward City Council Goals?</i>	The City Council goal of supporting effective utilization of resources to supply mobility and transportation is directly achieved through this project. The airport's commercial apron serves as a critical piece of airfield infrastructure at this regional airport which provides commercial airline service to over 390,000 total passengers annually.

## PRIORITIZATION CRITERIA

<i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i>	Definitely Yes -5
<i>Does the project help address health, life and safety concerns within the City?</i>	Possibly -3
<i>Is the project necessary to provide a minimum level of service to the community?</i>	Definitely Yes -5
<i>Was significant public engagement provided for in the development of the project?</i>	Probably No -2
<i>Does the project address specific <a href="#">City Council Goals</a>?</i>	Definitely Yes -5
<i>Does the project address the Sustainability Action Plan of the City?</i>	Probably -4
<i>Does your Department have staff capacity to complete the project if it is funded?</i>	Definitely Yes -5
<i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i>	Definitely Yes -5
<i>Has the project been developed as part of a larger scale asset plan?</i>	Definitely Yes -5
<i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i>	Definitely No -1

<i>Background on Prioritization Responses</i>
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## ADDITIONAL CRITERIA

<i>Does the project provide a positive economic impact to the community?</i>	Definitely Yes -5
<i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i>	Probably No - 2
<i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i>	Definitely No - 1
<i>Does the project improve ADA accessibility in the community?</i>	Definitely No - 1

*Background on Additional Criteria Responses*

*Provide any additional references, documents or plans of support.*

Project is consistent with Airport Master Plan and FAA-approved Airport Layout Plan

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	Streets Overlay Project
City Operations	<i>Funding Source</i>	2019 Streets Tax
<i>Project Description</i>		
Annual Streets overlay project to improve streets conditions		

FINANCIAL SECTION

<i>Total Project Cost</i>	\$3,300,000	<i>2021 Project Request</i>	\$700,000
<i>Carry Forward?</i>	No	<i>Carry Forward Request</i>	
<i>Is the project an on-going project?</i>	Yes		
<i>Five Year Operational Costs</i>	\$700,000; \$700,000; \$700,000; \$500,000; \$700,000		
<i>Operating Cost Assumptions</i>	2018 Asphalt Condition Assessment		
<i>What ongoing maintenance costs exist for the project?</i>	This project is ongoing maintenance of city streets.		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	no		

<i>Does the Project Leverage Non-City Funding?</i>	No
<i>Is the leveraged funding committed?</i>	No
<i>How much funding is being leveraged?</i>	

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	11/19/2021
<i>What is the Timetable for the Project?</i>	All phases of this project will be completed in 2021

GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	Ongoing maintenance of city streets
<i>Are there more efficient and effective means to achieve the same outcomes?</i>	no
<i>How does the project contribute toward City Council Goals?</i>	This project is directly related to Council goal 4.C.1 and has been reviewed and approved by the Infrastructure Advisory Board at the June 2020 meeting.

PRIORITIZATION CRITERIA

<i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i>	Definitely Yes -5
<i>Does the project help address health, life and safety concerns within the City?</i>	Definitely Yes -5

<b>Is the project necessary to provide a minimum level of service to the community?</b>	Definitely Yes -5
<b>Was significant public engagement provided for in the development of the project?</b>	Definitely Yes -5
<b>Does the project address specific <a href="#">City Council Goals</a>?</b>	Definitely Yes -5
<b>Does the project address the Sustainability Action Plan of the City?</b>	Probably Yes -4
<b>Does your Department have staff capacity to complete the project if it is funded?</b>	Definitely Yes -5
<b>Does the project leverage non-City funding (1=0%; 5=50%+)?</b>	Definitely No -1
<b>Has the project been developed as part of a larger scale asset plan?</b>	Definitely Yes -5
<b>If this project moves forward, will it inhibit other priority projects from moving ahead?</b>	Definitely No -1

<i>Background on Prioritization Responses</i>

**ADDITIONAL CRITERIA**

<b>Does the project provide a positive economic impact to the community?</b>	Definitely Yes -5
<b>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</b>	Definitely - 5
<b>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</b>	Probably - 4
<b>Does the project improve ADA accessibility in the community?</b>	Definitely - 5

<i>Background on Additional Criteria Responses</i>
<i>Provide any additional references, documents or plans of support.</i>

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	Annual Street Reconstruction Projects
City Operations	<i>Funding Source</i>	2019 Streets Tax
<i>Project Description</i>		
Annual street reconstruction program		

FINANCIAL SECTION

<i>Total Project Cost</i>	\$2,775,000	<i>2021 Project Request</i>	\$500,000
<i>Carry Forward?</i>	No	<i>Carry Forward Request</i>	
<i>Is the project an on-going project?</i>	Yes		
<i>Five Year Operational Costs</i>	\$500,000; \$550,000; \$575,000; \$575,000; \$575,000		
<i>Operating Cost Assumptions</i>	2018 Asphalt Condition Assessment		
<i>What ongoing maintenance costs exist for the project?</i>	This project is ongoing maintenance of city streets		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	Reconstruction projects are the replacement of the asphalt street surface.		

<i>Does the Project Leverage Non-City Funding?</i>	No
<i>Is the leveraged funding committed?</i>	No
<i>How much funding is being leveraged?</i>	

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	11/19/2021
<i>What is the Timetable for the Project?</i>	All phases of this project will be completed in 2021

GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	This project is part of the overall street maintenance program
<i>Are there more efficient and effective means to achieve the same outcomes?</i>	No
<i>How does the project contribute toward City Council Goals?</i>	This project is directly related to Council goal 4.C.1 and has been reviewed and approved by the Infrastructure Advisory Board at the June 2020 meeting.

PRIORITIZATION CRITERIA

<i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i>	Definitely Yes -5
<i>Does the project help address health, life and safety concerns within the City?</i>	Definitely Yes -5



<b>Is the project necessary to provide a minimum level of service to the community?</b>	Definitely Yes -5
<b>Was significant public engagement provided for in the development of the project?</b>	Definitely Yes -5
<b>Does the project address specific <a href="#">City Council Goals</a>?</b>	Definitely Yes -5
<b>Does the project address the Sustainability Action Plan of the City?</b>	Probably Yes -4
<b>Does your Department have staff capacity to complete the project if it is funded?</b>	Definitely Yes -5
<b>Does the project leverage non-City funding (1=0%; 5=50%+)?</b>	Definitely No -1
<b>Has the project been developed as part of a larger scale asset plan?</b>	Definitely Yes -5
<b>If this project moves forward, will it inhibit other priority projects from moving ahead?</b>	Definitely No -1

<i>Background on Prioritization Responses</i>

**ADDITIONAL CRITERIA**

<b>Does the project provide a positive economic impact to the community?</b>	Definitely Yes -5
<b>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</b>	Definitely - 5
<b>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</b>	Probably - 4
<b>Does the project improve ADA accessibility in the community?</b>	Definitely - 5

<i>Background on Additional Criteria Responses</i>
<i>Provide any additional references, documents or plans of support.</i>

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	Streets Surface Treatments
City Operations	<i>Funding Source</i>	2019 Streets tax
<i>Project Description</i>		
Annual street surface treatment program		

FINANCIAL SECTION

<i>Total Project Cost</i>	\$3,300,00	<i>2021 Project Request</i>	\$700,000
<i>Carry Forward?</i>	No	<i>Carry Forward Request</i>	
<i>Is the project an on-going project?</i>	Yes		
<i>Five Year Operational Costs</i>	\$700,000; \$650,000; \$650,000; \$650,000; \$650,000		
<i>Operating Cost Assumptions</i>	2018 Asphalt Condition Assessment		
<i>What ongoing maintenance costs exist for the project?</i>	This project is ongoing street maintenance		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	no		

<i>Does the Project Leverage Non-City Funding?</i>	No
<i>Is the leveraged funding committed?</i>	No
<i>How much funding is being leveraged?</i>	

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	11/19/2021
<i>What is the Timetable for the Project?</i>	All phases of this project will be completed in 2021

GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	This project is ongoing street maintenance.
<i>Are there more efficient and effective means to achieve the same outcomes?</i>	no
<i>How does the project contribute toward City Council Goals?</i>	This project is directly related to Council goal 4.C.1 and has been reviewed and approved by the Infrastructure Advisory Board at the June 2020 meeting.

PRIORITIZATION CRITERIA

<i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i>	Definitely Yes -5
<i>Does the project help address health, life and safety concerns within the City?</i>	Definitely Yes -5

<b>Is the project necessary to provide a minimum level of service to the community?</b>	Definitely Yes -5
<b>Was significant public engagement provided for in the development of the project?</b>	Definitely Yes -5
<b>Does the project address specific <a href="#">City Council Goals</a>?</b>	Definitely Yes -5
<b>Does the project address the Sustainability Action Plan of the City?</b>	Probably Yes -4
<b>Does your Department have staff capacity to complete the project if it is funded?</b>	Definitely Yes -5
<b>Does the project leverage non-City funding (1=0%; 5=50%+)?</b>	Definitely No -1
<b>Has the project been developed as part of a larger scale asset plan?</b>	Definitely Yes -5
<b>If this project moves forward, will it inhibit other priority projects from moving ahead?</b>	Definitely No -1

<i>Background on Prioritization Responses</i>

**ADDITIONAL CRITERIA**

<b>Does the project provide a positive economic impact to the community?</b>	Definitely Yes -5
<b>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</b>	Probably - 4
<b>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</b>	Probably - 4
<b>Does the project improve ADA accessibility in the community?</b>	Definitely - 5

<i>Background on Additional Criteria Responses</i>
<i>Provide any additional references, documents or plans of support.</i>

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	ADA Accessibility Improvements
City Operations	<i>Funding Source</i>	2019 Streets Tax
<i>Project Description</i>		
The construction and replacement of ADA ramps in association with the streets maintenance program		

FINANCIAL SECTION

<i>Total Project Cost</i>	\$950,000	<i>2021 Project Request</i>	\$150,000
<i>Carry Forward?</i>	No	<i>Carry Forward Request</i>	
<i>Is the project an on-going project?</i>	Yes		
<i>Five Year Operational Costs</i>	\$150,000; \$200,000; \$200,000; \$200,000; \$200,000		
<i>Operating Cost Assumptions</i>	2018 Asphalt Condition Assessment		
<i>What ongoing maintenance costs exist for the project?</i>	none		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	ADA ramps will need to be upgraded to current standards when streets are overlaid or reconstructed in the future. There is no way to predict what those standards or costs will be 20 years from now.		

<i>Does the Project Leverage Non-City Funding?</i>	No
<i>Is the leveraged funding committed?</i>	No
<i>How much funding is being leveraged?</i>	

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	11/19/2021
<i>What is the Timetable for the Project?</i>	All phases of this project will be completed in 2021

GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	Federal law requires municipalities to bring ADA ramps into compliance with current standards in conjunction with their streets maintenance projects.
<i>Are there more efficient and effective means to achieve the same outcomes?</i>	no
<i>How does the project contribute toward City Council Goals?</i>	This project is directly related to Council goal 4.C.1 and has been reviewed and approved by the Infrastructure Advisory Board at the June 2020 meeting.

## PRIORITIZATION CRITERIA

<b>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</b>	Definitely Yes -5
<b>Does the project help address health, life and safety concerns within the City?</b>	Definitely Yes -5
<b>Is the project necessary to provide a minimum level of service to the community?</b>	Definitely Yes -5
<b>Was significant public engagement provided for in the development of the project?</b>	Definitely Yes -5
<b>Does the project address specific <a href="#">City Council Goals</a>?</b>	Definitely Yes -5
<b>Does the project address the Sustainability Action Plan of the City?</b>	Probably Yes -4
<b>Does your Department have staff capacity to complete the project if it is funded?</b>	Definitely Yes -5
<b>Does the project leverage non-City funding (1=0%; 5=50%+)?</b>	Definitely No -1
<b>Has the project been developed as part of a larger scale asset plan?</b>	Definitely Yes -5
<b>If this project moves forward, will it inhibit other priority projects from moving ahead?</b>	Definitely No -1

<i>Background on Prioritization Responses</i>

## ADDITIONAL CRITERIA

<b>Does the project provide a positive economic impact to the community?</b>	Definitely Yes -5
<b>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</b>	Definitely - 5
<b>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</b>	Definitely - 5
<b>Does the project improve ADA accessibility in the community?</b>	Definitely - 5

<i>Background on Additional Criteria Responses</i>
<i>Provide any additional references, documents or plans of support.</i>

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	Building condition Assessment, Maintenance, and Replacement plan
City Operations	<i>Funding Source</i>	General Fund
<i>Project Description</i>		
A building condition assessment and the creation of a maintenance and replacement fund for 7 General fund buildings. To include; Library, Service Center, City Hall, River City Hall, Police department, Police Substation, and Carnegie.		

FINANCIAL SECTION

<i>Total Project Cost</i>	120,000	<i>2021 Project Request</i>	120,000
<i>Carry Forward?</i>	No	<i>Carry Forward Request</i>	
<i>Is the project an on-going project?</i>	Yes		
<i>Five Year Operational Costs</i>	120,000		
<i>Operating Cost Assumptions</i>	Operating expenditures are currently unknown and will be determined by the condition assessment and council approval of a maintenance and replacement fund.		
<i>What ongoing maintenance costs exist for the project?</i>	To be determined in the creation of a maintenance and replacement fund.		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	Building replacement is the final step of this program and the costs will be determined by the condition assessment.		

<i>Does the Project Leverage Non-City Funding?</i>	No
<i>Is the leveraged funding committed?</i>	No
<i>How much funding is being leveraged?</i>	

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	12/24/2021
<i>What is the Timetable for the Project?</i>	The project will be bid and completed in 2021

GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	This project is being proposed at the direction of Council and the City Manager
<i>Are there more efficient and effective means to achieve the same outcomes?</i>	No
<i>How does the project contribute toward City Council Goals?</i>	This project contributes to Council goal 4.A.1 by creating a replacement fund for the current Police Building. This project also contributes to Council goal 5.A by addressing and

	creating a structurally sustainable Maintenance and replacement fund for City assets.
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**PRIORITIZATION CRITERIA**

<b>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</b>	Definitely No -1
<b>Does the project help address health, life and safety concerns within the City?</b>	Probably -4
<b>Is the project necessary to provide a minimum level of service to the community?</b>	Definitely Yes -5
<b>Was significant public engagement provided for in the development of the project?</b>	Definitely No -1
<b>Does the project address specific <a href="#">City Council Goals</a>?</b>	Definitely Yes -5
<b>Does the project address the Sustainability Action Plan of the City?</b>	Definitely Yes -5
<b>Does your Department have staff capacity to complete the project if it is funded?</b>	Definitely Yes -5
<b>Does the project leverage non-City funding (1=0%; 5=50%+)?</b>	Definitely No -1
<b>Has the project been developed as part of a larger scale asset plan?</b>	Definitely Yes -5
<b>If this project moves forward, will it inhibit other priority projects from moving ahead?</b>	Definitely No -1

<i>Background on Prioritization Responses</i>

**ADDITIONAL CRITERIA**

<b>Does the project provide a positive economic impact to the community?</b>	Definitely Yes -5
<b>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</b>	Definitely - 5
<b>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</b>	Probably - 4
<b>Does the project improve ADA accessibility in the community?</b>	Definitely - 5

<i>Background on Additional Criteria Responses</i>
Maintenance costs are a fraction of deferred maintenance and replacement costs. Maintenance costs are typically the first items cut from budgets and our buildings are suffering from years of deferred maintenance and in many cases the buildings have surpassed their usable life.
<i>Provide any additional references, documents or plans of support.</i>

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	50/50 Sidewalk Program
Community Development	<i>Funding Source</i>	2019 Tax
<i>Project Description</i>		
<p>The City of Durango proposes to cost share with residential property owners in the replacement of damaged or misaligned public sidewalks through the 50/50 Cost Share Sidewalk Replacement Program. For this program, the City enters into the contract and pays the full amount to the contractor(s) and then we get reimbursed by the property owners afterwards. This program has proven very effective at repairing and improving deteriorated sidewalks throughout the community over the years. Due to budget constraints, the program was suspended for 2019. In 2017 and 2018, a total of 19 cost share projects were completed. This project tends to start in the fall.</p>		

FINANCIAL SECTION

<i>Total Project Cost</i>	\$50,000 – \$25,000 from the City, \$25,000 cost share from property owners	<i>2021 Project Request</i>	\$50,000
<i>Carry Forward?</i>	No	<i>Carry Forward Request</i>	
<i>Is the project an on-going project?</i>	Yes		
<i>Five Year Operational Costs</i>	There are no ongoing operational expenditures associated with this project.		
<i>Operating Cost Assumptions</i>	Averaging cost of sidewalk repairs from years past.		
<i>What ongoing maintenance costs exist for the project?</i>	There are no City ongoing maintenance costs associated with this project. Property owners may have ongoing maintenance costs.		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	It is the property owner’s responsibility to replace the sidewalks at the end of their useful life.		

<i>Does the Project Leverage Non-City Funding?</i>	Yes
<i>Is the leveraged funding committed?</i>	No
<i>How much funding is being leveraged?</i>	50% of cost is from property owners (\$25,000)

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	12/31/2021
<i>What is the Timetable for the Project?</i>	August for bidding until December for construction and closeout.

GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	To improve public safety for pedestrians.
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<i>Are there more efficient and effective means to achieve the same outcomes?</i>	No
<i>How does the project contribute toward City Council Goals?</i>	Goal 3: Demonstrate Government Performance through efficient, effective and innovative City operations, Goal 3.3: Improve City facilities to meet the needs of a growing community.

## PRIORITIZATION CRITERIA

<b><i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i></b>	Definitely No -1
<b><i>Does the project help address health, life and safety concerns within the City?</i></b>	Definitely Yes -5
<b><i>Is the project necessary to provide a minimum level of service to the community?</i></b>	Definitely Yes -5
<b><i>Was significant public engagement provided for in the development of the project?</i></b>	Possibly -3
<b><i>Does the project address specific <a href="#">City Council Goals</a>?</i></b>	Definitely Yes -5
<b><i>Does the project address the Sustainability Action Plan of the City?</i></b>	Definitely Yes -5
<b><i>Does your Department have staff capacity to complete the project if it is funded?</i></b>	Definitely Yes -5
<b><i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i></b>	Definitely Yes -5
<b><i>Has the project been developed as part of a larger scale asset plan?</i></b>	Definitely No -1
<b><i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i></b>	Definitely No -1

<b><i>Background on Prioritization Responses</i></b>
There is a level of public outreach in order to create the wait list. This meets City Council Goal 3. This meets SAP Objective 5.1.

## ADDITIONAL CRITERIA

<b><i>Does the project provide a positive economic impact to the community?</i></b>	
<b><i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i></b>	Possibly - 3
<b><i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i></b>	Definitely - 5
<b><i>Does the project improve ADA accessibility in the community?</i></b>	Definitely - 5

<b><i>Background on Additional Criteria Responses</i></b>
This project provides safer accessibility for pedestrians, which could lead to a positive economic impact for the community. This project will reduce possible maintenance and enforcement costs over time. This project will lead to safer pedestrian accessibility for all members of the community.
<b><i>Provide any additional references, documents or plans of support.</i></b>
Comprehensive Plan – Policy 13.1.5: Enhance mobility options for existing and new neighborhoods through improved bicycle, pedestrian and transit access from homes to goods and services. Objective 16.1: Increase the proportion of trips that are made by transit users, pedestrians and bicyclists to reduce traffic congestion and greenhouse gas emissions. Policy 16.1.2: Improve transit, pedestrian and bicycle facilities in both the public and private realms. Policy 17.1.1: Increase mobility options for all Durango residents through support of pedestrians, bicyclists, transit users and motorists. Sustainability Action Plan-Objective 5.1: Demonstrate responsible

stewardship of the City's infrastructure Develop, maintain, and invest in infrastructure improvements that meet the needs of a growing community

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	Public Art Cost Share Program
Community Development	<i>Funding Source</i>	General Fund
<i>Project Description</i>		
<p>A strong public art program can have a huge impact on a city's cultural, social and economic vitality. In lieu of an art museum, Durango's public artwork is a permanent collection freely accessible to the community. This artwork is displayed around Durango on City-owned property, inside City-owned facilities (e.g. City Hall, Library, Transit Center) and in designated public areas. The City's art collection is managed through the City's Creative Economy Commission. Part of their mission is to enhance public spaces with an engaging and diverse art collection, accessible to everyone. Funds from this request would be available for a 50/50 cost-share/match for new public artwork, that includes the creation/donation of the piece to the installation of the piece. Some matches are donated by the artist or a separate donator, some are paid for by grant funds, and some may come from non-profits. Due to COVID-19, this CIP was deferred for 2020.</p>		

FINANCIAL SECTION

<i>Total Project Cost</i>	\$25,000 from City, \$25,000 from a Cost Share	<i>2021 Project Request</i>	\$25,000
<i>Carry Forward?</i>	No	<i>Carry Forward Request</i>	
<i>Is the project an on-going project?</i>	Yes		
<i>Five Year Operational Costs</i>	The City has an annual art maintenance budget of approximately \$20,000 that covers all public art pieces.		
<i>Operating Cost Assumptions</i>	The City provides \$25,000, we use a cost share approach for the other \$25,000 for a \$50,000 project.		
<i>What ongoing maintenance costs exist for the project?</i>	The City has an annual art maintenance budget of approximately \$20,000 that covers all public art pieces.		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	Eventually all art pieces will need to be replaced or substantially repaired.		

<i>Does the Project Leverage Non-City Funding?</i>	Yes
<i>Is the leveraged funding committed?</i>	No
<i>How much funding is being leveraged?</i>	

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	12/31/2021
<i>What is the Timetable for the Project?</i>	TBD based on chosen art piece.

## GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	To continue to invest in the City's Public Art Collection.
<i>Are there more efficient and effective means to achieve the same outcomes?</i>	Not at this time.
<i>How does the project contribute toward City Council Goals?</i>	Goal 4: Envision Durango's Sense of Place by creating character districts, promoting responsible land use planning, and maintaining the community's unique character and sense of identity.

## PRIORITIZATION CRITERIA

<b><i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i></b>	Definitely No -1
<b><i>Does the project help address health, life and safety concerns within the City?</i></b>	Definitely No -1
<b><i>Is the project necessary to provide a minimum level of service to the community?</i></b>	Definitely No -1
<b><i>Was significant public engagement provided for in the development of the project?</i></b>	Definitely Yes -5
<b><i>Does the project address specific <a href="#">City Council Goals</a>?</i></b>	Probably -4
<b><i>Does the project address the Sustainability Action Plan of the City?</i></b>	Definitely Yes -5
<b><i>Does your Department have staff capacity to complete the project if it is funded?</i></b>	Definitely Yes -5
<b><i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i></b>	Definitely Yes -5
<b><i>Has the project been developed as part of a larger scale asset plan?</i></b>	Definitely Yes -5
<b><i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i></b>	Definitely No -1

<b><i>Background on Prioritization Responses</i></b>
All public art projects in the City contain public engagement. This project meets City Council Goal 4 and SAP Objective 10.2. The project will implement the City's Public Art Master Plan and Art Locations Plan.

## ADDITIONAL CRITERIA

<b><i>Does the project provide a positive economic impact to the community?</i></b>	
<b><i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i></b>	Definitely No - 1
<b><i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i></b>	Definitely - 5
<b><i>Does the project improve ADA accessibility in the community?</i></b>	Definitely No - 1

<b><i>Background on Additional Criteria Responses</i></b>
Public Art is an economic driver for the City and is a community asset that can be enjoyed by all.
<b><i>Provide any additional references, documents or plans of support.</i></b>

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	Grandview Access Control Plan (1/3 Cost Share)
Community Development	<i>Funding Source</i>	General Fund
<i>Project Description</i>		
<p>CDOT, as the fiscal agent, proposed to cost share the update of the Grandview Access Control Plan (ACP) with the City of Durango and La Plata County. The ever-increasing travel demand on US 160, as well as the pending construction of the new Hwy 550/160 Interchange alignment make this a critical project for the near future. At the regional level, the US 160 corridor serves as the primary east/west transportation facility through Southwest Colorado and as a major route to tourist destinations. Locally, US 160 provides access to residences, businesses, and future development in the Grandview Area that provide a significant contribution to the local economy. As such, it is imperative that this facility maintain its ability to move current and future volumes of transportation users safely and efficiently. The implementation of appropriate access management is a key element to maintaining US 160 as a safe and effective transportation facility. This project contract is underway and was due to start in April and be completed by the end of 2020, however, it has been delayed due to COVID-19 and is now scheduled to start in the fall of 2020 and be completed in summer of 2021.</p>		

FINANCIAL SECTION

<i>Total Project Cost</i>	\$60,000 - \$20,000 from City, \$20,000 from CDOT & \$20,000 from La Plata County	<i>2021 Project Request</i>	\$20,000
<i>Carry Forward?</i>	Yes	<i>Carry Forward Request</i>	\$20,000 - This was delayed in 2020 due to COVID-19.
<i>Is the project an on-going project?</i>	No		
<i>Five Year Operational Costs</i>	There is no ongoing expenditures associated with this project.		
<i>Operating Cost Assumptions</i>	CDOT provided the scope of services and cost estimate to the City		
<i>What ongoing maintenance costs exist for the project?</i>	There are no ongoing maintenance costs associated with this project.		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	No		

<i>Does the Project Leverage Non-City Funding?</i>	Yes
<i>Is the leveraged funding committed?</i>	Yes
<i>How much funding is being leveraged?</i>	\$40,000 - \$20,000 from CDOT & \$20,000 from La Plata County

## PROJET TIMETABLE

<i>What is the estimated completion date?</i>	7/31/2021
<i>What is the Timetable for the Project?</i>	The Plan will be completed in 9-months.

## GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	To improve safety, mobility and access along the Grandview corridor.
<i>Are there more efficient and effective means to achieve the same outcomes?</i>	No
<i>How does the project contribute toward City Council Goals?</i>	Goal 3: Demonstrate Government Performance through efficient, effective and innovative City operations, Goal 3.3: Improve City facilities to meet the needs of a growing community

## PRIORITIZATION CRITERIA

<b><i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i></b>	Definitely Yes -5
<b><i>Does the project help address health, life and safety concerns within the City?</i></b>	Definitely Yes -5
<b><i>Is the project necessary to provide a minimum level of service to the community?</i></b>	Definitely Yes -5
<b><i>Was significant public engagement provided for in the development of the project?</i></b>	Probably -4
<b><i>Does the project address specific <a href="#">City Council Goals</a>?</i></b>	Definitely Yes -5
<b><i>Does the project address the Sustainability Action Plan of the City?</i></b>	Definitely Yes -5
<b><i>Does your Department have staff capacity to complete the project if it is funded?</i></b>	Definitely Yes -5
<b><i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i></b>	Definitely Yes -5
<b><i>Has the project been developed as part of a larger scale asset plan?</i></b>	Definitely Yes -5
<b><i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i></b>	Definitely No -1

<b><i>Background on Prioritization Responses</i></b>	
C.R.S. 43-2-147 assigns the responsibility of regulating vehicular access to public highways to CDOT and corresponding local governments having jurisdiction.	
Public engagement will be included as part of the project.	
This meets City Council Goal 3.	
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## ADDITIONAL CRITERIA

<b><i>Does the project provide a positive economic impact to the community?</i></b>	
<b><i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i></b>	Possibly - 3
<b><i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i></b>	Possibly - 3
<b><i>Does the project improve ADA accessibility in the community?</i></b>	Possibly - 3

***Background on Additional Criteria Responses***

This project will help lead the way for future economic development projects in this corridor. This project will help lead the way to a safer transportation corridor, possibly reducing maintenance & emergency services cost overtime. This is a community project that will lead to improvements for all members of the community, and will indirectly improve ADA accessibility in this corridor.

***Provide any additional references, documents or plans of support.***

Comprehensive Plan - Policy 17.2.13: Coordinate with CDOT and La Plata County objective 5.1: Demonstrate responsible stewardship of the City's infrastructure. Develop, maintain, and invest in infrastructure improvements that meet the needs of a growing community. monitor levels of service using the regional traffic model. Use the results to guide land use and transportation policies and practices, as well as to identify road improvements, transit enhancements and trail linkages required to maintain adopted levels of service. CDOT's Statewide Transportation Improvement Plan. C.R.S. 43-2-147 - assigns the responsibility of regulating vehicular access to public highways to CDOT and corresponding local governments having jurisdiction.

Sustainability Action Plan Goals/Objectives - 0

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	32nd Street Storm Sewer Treatment Pond
Community Development	<i>Funding Source</i>	General Fund
<i>Project Description</i>		
<p>The 32nd Street Extended Detention Basin (EDB) Phase II project will add a regional water quality facility to the drainage system along 32nd Street. This project will improve water quality for approximately 300 acres of runoff area before it discharges to the Animas River. The area along Florida Road experiences some flooding issues, particularly at/around the Holly Ave intersection. By connecting the Holly Ave system, it should help alleviate flooding (improve level of service) along Florida Road and Holly Ave, as well as treat ~300 acres of upstream area, improving water quality. This is a regional facility so no specific development or group of residents is associated with it. It provides improved conveyance and water quality for everyone in the basin it serves. In 2019, the City received a DOLA EIAF grant for \$417,500 to match the City's funding. This project was going to start in Spring, 2020, but was deferred in April due to COVID-19. Therefore, we have formally reached out to DOLA to request an extension of the grant deadline by 1-year.</p>		

FINANCIAL SECTION

<i>Total Project Cost</i>	\$835,000. \$417,500 from City, \$417,500 from DOLA EIAF Grant	<i>2021 Project Request</i>	\$835,000
<i>Carry Forward?</i>	Yes	<i>Carry Forward Request</i>	\$835,000
<i>Is the project an on-going project?</i>	No		
<i>Five Year Operational Costs</i>	There are no forecasted operational expenditures for this project.		
<i>Operating Cost Assumptions</i>	This was based off an Engineering Estimate based on the Engineered Plans.		
<i>What ongoing maintenance costs exist for the project?</i>	Per the Street Division, who will oversee maintenance, ongoing maintenance cost will be approximately \$5,000/year. This will include cleaning of debris and sediment when needed.		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	In theory, if maintained properly the entire facility will not need to be replaced in full. It is essentially a big berm, a box outlet and some pipes. Assuming no catastrophic failures it will always be a big berm/slope with a bowl on one side.		

<i>Does the Project Leverage Non-City Funding?</i>	Yes
<i>Is the leveraged funding committed?</i>	Yes
<i>How much funding is being leveraged?</i>	\$417,500 from DOLA EIAF Grant

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	1/31/2022
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<i>What is the Timetable for the Project?</i>	1-year bidding and construction process.
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**GOAL ATTAINMENT**

<i>What are the overall project goals? Why is your department proposing this Project?</i>	Water quality in the Animas River is directly impacted by run-off occurring over the City and surrounding areas. There is currently limited infrastructure in place to filter or improve the quality of run-off in the area to be served by this project. The project goals are: <ul style="list-style-type: none"> <li>• To Improve water quality for approximately 300 acres of runoff area before it discharges to the Animas River;</li> <li>• To Improve conveyance/drainage characteristics in the project vicinity;</li> <li>• To Indirectly reduce the likelihood of flooding in various sub-basins within the project basin;</li> <li>• To Improve the vacant site's use and aesthetics by providing an open space amenity;</li> <li>• To Improve the health and environment of the Animas River and the community as a whole</li> <li>• To Include an educational/outreach component to help educate the public on the importance of water quality for Durango; and</li> <li>• To Help Durango become more resilient as our storms become more intense and impactful.</li> </ul>
<i>Are there more efficient and effective means to achieve the same outcomes?</i>	No
<i>How does the project contribute toward City Council Goals?</i>	Goal 1: Promote Community Sustainability through Fiscal, Organizational, and Environmental Resiliency Objective 1.3: Provide a safe environment and encourage responsible stewardship of natural and cultural resources Goal 3: Demonstrate Government Performance through efficient, effective and innovative City operations Objective 3.3: Improve City facilities to meet the needs of a growing community.

**PRIORITIZATION CRITERIA**

<i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i>	Definitely No -1
<i>Does the project help address health, life and safety concerns within the City?</i>	Definitely Yes -5
<i>Is the project necessary to provide a minimum level of service to the community?</i>	Definitely Yes -5
<i>Was significant public engagement provided for in the development of the project?</i>	Probably -4
<i>Does the project address specific <a href="#">City Council Goals</a>?</i>	Definitely Yes -5
<i>Does the project address the Sustainability Action Plan of the City?</i>	Definitely Yes -5
<i>Does your Department have staff capacity to complete the project if it is funded?</i>	Definitely Yes -5
<i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i>	Definitely Yes -5
<i>Has the project been developed as part of a larger scale asset plan?</i>	Definitely Yes -5
<i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i>	Definitely No -1

***Background on Prioritization Responses***

The project went through City/County Joint Planning Process which included public comment.  
The project meets City Council Goals 1 & 3.  
The project meets SAP Objectives 5.2.1 & 9.2.3.  
The project is part of the City's Stormwater Master Plan.

**ADDITIONAL CRITERIA**

<b><i>Does the project provide a positive economic impact to the community?</i></b>	
<b><i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i></b>	Probably - 4
<b><i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i></b>	Possibly - 3
<b><i>Does the project improve ADA accessibility in the community?</i></b>	Definitely No - 1

***Background on Additional Criteria Responses***

The project will reduce our cost on stormwater management over time, specifically it will reduce maintenance needs on surrounding streets that historically have drainage issues. This is a community project that will lead to improvements for all members of the community. The area along Florida Road experiences some flooding issues, particularly at/around the Holly Ave intersection. By connecting the Holly Ave system, it should help alleviate flooding (improve level of service) along Florida Road and Holly Ave, as well as treat ~300 acres of upstream area, improving water quality. This is a regional facility so no specific development or group of residents is associated with it. It provides improved conveyance and water quality for everyone in the basin it serves.

***Provide any additional references, documents or plans of support.***

Comprehensive Plan Goals – Policy 1.2.2: Continually evaluate and refine the City's Stormwater Quality Management practices and requirements, including the riverfront development review process, to achieve cost effective outcomes, improve the quality of runoff and comply with Federal standards. Goal 19: Balance the demand for expanding urban development with the efficient provision of facilities and services. Policy 19.2.3: Maintain stormwater management systems that will meet existing and future domestic demands in the urbanizing area. Stormwater Master Plan Goals – Section 2-1: When considered in a comprehensive manner, on a regional level with public and private involvement, stormwater management facilities can be provided in a manner that will enhance the general health, safety and welfare of the region, while also providing economic, environmental and social benefits. Section 2-2-6: An urban storm drainage strategy shall be a multi-objective and multi-means effort. The many competing demands placed upon space and resources within an urban region argue for a drainage management strategy that meets a number of objectives. Representative objectives include water quality enhancement, groundwater recharge, recreation, wildlife habitat, wetland creation, protection of landmarks/amenities, control of erosion and sediment deposition, and creation of open spaces. Section 5-3-1-1: A primary function of regional detention facilities is to mitigate the effects of developed runoff so that downstream natural channel features and floodplains can be preserved. Sustainability Action Plan Goals/Objectives – 5.2.1: Design and maintain a network of green infrastructure features that integrate with the built environment to manage stormwater, promote ecosystem functions, and improve resiliency. 9.2.3: Assess the impact of

climate predictions as they related to current infrastructure investment (water and wastewater treatment facilities, stormwater infrastructure etc.

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	Storm Drainage Master Plan Phase III
Community Development	<i>Funding Source</i>	General Fund
<i>Project Description</i>		
<p>This project involves contracting with a consulting team to update the City’s long-term goals in managing storm water run-off and water quality before it’s discharged to the Animas River. The last time the Storm Drain Master Plan was updated was 1982. This project was divided into three phases. Phase I was an update to the Stormwater Design Criteria which was completed in 2018. Phase II was an update to the basin and sub-basin hydrology in and around the City limits which was completed in early 2020. Phase III will look at current infrastructure, known drainage issues, and develop a priority list or scale that will identify and prioritize future stormwater CIPs . Phase III will also include researching alternative funding mechanisms for the proposed storm drain improvement projects, including but not limited to: a stormwater fee; a stormwater utility; grants; and P3s - public/private partnerships. This project was going to start in Spring, 2020, but was deferred in April due to COVID-19.</p>		

FINANCIAL SECTION

<i>Total Project Cost</i>	\$80,000	<i>2021 Project Request</i>	\$80,000
<i>Carry Forward?</i>	Yes	<i>Carry Forward Request</i>	\$80,000
<i>Is the project an on-going project?</i>	No		
<i>Five Year Operational Costs</i>	There are no operational expenditures associated with this project.		
<i>Operating Cost Assumptions</i>	This went through an City RFP process.		
<i>What ongoing maintenance costs exist for the project?</i>	There are no ongoing maintenance needs associated with this project.		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	Eventually, all plans need to be updated.		

<i>Does the Project Leverage Non-City Funding?</i>	No
<i>Is the leveraged funding committed?</i>	No
<i>How much funding is being leveraged?</i>	

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	3/31/2022
<i>What is the Timetable for the Project?</i>	15-months for plan completion.

GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	To identify and prioritize storm water infrastructure needs and determine their costs and potential funding sources. This will help reduce flooding by providing adequate infrastructure and it will help protect the water quality of the Animas
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	River. The plan will benefit development and the community as a whole if the City can determine funding sources for regional facilities.
<i>Are there more efficient and effective means to achieve the same outcomes?</i>	No
<i>How does the project contribute toward City Council Goals?</i>	Goal 1: Promote Community Sustainability through Economic, Organizational and Environmental Resiliency Goal 1.3: Improve Environmental Resiliency and Encourage Responsible Stewardship of Natural and Cultural Resources Goal 3.2: Maintain and Invest in City Infrastructure Goal 3.3: Improve City facilities to meet the needs of a growing community

### PRIORITIZATION CRITERIA

<b><i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i></b>	Definitely No -1
<b><i>Does the project help address health, life and safety concerns within the City?</i></b>	Definitely Yes -5
<b><i>Is the project necessary to provide a minimum level of service to the community?</i></b>	Definitely Yes -5
<b><i>Was significant public engagement provided for in the development of the project?</i></b>	Probably -4
<b><i>Does the project address specific <a href="#">City Council Goals</a>?</i></b>	Definitely Yes -5
<b><i>Does the project address the Sustainability Action Plan of the City?</i></b>	Definitely Yes -5
<b><i>Does your Department have staff capacity to complete the project if it is funded?</i></b>	Definitely Yes -5
<b><i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i></b>	Definitely No -1
<b><i>Has the project been developed as part of a larger scale asset plan?</i></b>	Definitely Yes -5
<b><i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i></b>	Definitely No -1

#### *Background on Prioritization Responses*

With the previous phases of this project, there have been a few Public Meetings to outline the updated plan.

This project meets City Council Goals 1 & 3.

This project meets SAP Objectives 5.2.1 & 9.2.3.

This project is part of the the City's Stormwat

### ADDITIONAL CRITERIA

<b><i>Does the project provide a positive economic impact to the community?</i></b>	
<b><i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i></b>	Possibly - 3
<b><i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i></b>	Possibly - 3
<b><i>Does the project improve ADA accessibility in the community?</i></b>	Definitely No - 1

#### *Background on Additional Criteria Responses*

The project will evaluate solutions for stormwater management, and is proposed to aid in development of regional facilities which benefits economic development in the City. The project

will aid in reducing costs over time by determining needed infrastructure updates, thereby reducing future maintenance needs. This is a community project that will lead to improvements for all members of the community.

***Provide any additional references, documents or plans of support.***

Stormwater Master Plan Goals - Section 2-1: When considered in a comprehensive manner, on a regional level with public and private involvement, stormwater management facilities can be provided in a manner that will enhance the general health, safety and welfare of the region, while also providing economic, environmental and social benefits. Section 2-2-6: An urban storm drainage strategy shall be a multi-objective and multi-means effort. The many competing demands placed upon space and resources within an urban region argue for a drainage management strategy that meets a number of objectives. Representative objectives include water quality enhancement, groundwater recharge, recreation, wildlife habitat, wetland creation, protection of landmarks/amenities, control of erosion and sediment deposition, and creation of open spaces. Sustainability Action Plan Goals/Objectives - 5.2.1: Design and maintain a network of green infrastructure features that integrate with the built environment to manage stormwater, promote ecosystem functions, and improve resiliency. 9.2.3: Assess the impact of climate predictions as they related to current infrastructure investment (water and wastewater treatment facilities, stormwater infrastructure etc.

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	CDOT/CFI Landscaping and Art
Community Development	<i>Funding Source</i>	General Fund
<i>Project Description</i>		
<p>The Common Threads Art Project was designed to encourage community engagement through public art. It has been successful in reaching out to the City's youth, but ultimately garnered participation from all ages of the community to create a gateway art piece for the City of Durango. Under the direction of two lead artist, members of the community were given the opportunity to help collaborate on and create elements of the Common Threads art piece. The artwork was completed in 2019 and is currently located in City storage, all that is left of the project is the installation. We received a \$25,000 matching grant from the NEA, and received the first installment payment of \$10,000 from the NEA in 2019. We will not request the remaining \$15,000 until the project is installed. The installation of the artwork was to occur in spring 2020 has been delayed due to COVID-19. The new proposal is to install the Common Thread project in the Highway 550/160 median in Spring of 2021. We have sent out a formal request to extend the NEA grant period by 1-year. We deferred this project in 2020, so no funds were spent in 2020.</p>		

FINANCIAL SECTION

<i>Total Project Cost</i>	5. \$50,000 - \$25,000 from City, \$25,000 from the National Endowment for the Arts (NEA) Grant	<i>2021 Project Request</i>	\$23,960
<i>Carry Forward?</i>	Yes	<i>Carry Forward Request</i>	\$23,960
<i>Is the project an on-going project?</i>	No		
<i>Five Year Operational Costs</i>	The City has an annual art maintenance budget of approximately \$20,000 that covers all public art pieces, and will include this piece when it is complete. This budget is not seperated out for each piece in the City's Art Collection because it is covered u		
<i>Operating Cost Assumptions</i>	The City's previous years CIP for public art has been \$25,000 with a cost share. This is where the budget came from.		
<i>What ongoing maintenance costs exist for the project?</i>	The City has an annual art maintenance budget of approximately \$20,000 that covers all public art pieces, and will include this piece when it is complete. This budget is not seperated out for each piece in the City's Art Collection because it is covered under one contract, and each year different pieces have different maintenance needs. This funding comes out of the Art and Culture program budget.		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	Eventually all art pieces will need to be replaced or have significant repair costs.		

<i>Does the Project Leverage Non-City Funding?</i>	Yes
<i>Is the leveraged funding committed?</i>	Yes
<i>How much funding is being leveraged?</i>	\$25,000 NEA Grant

### PROJET TIMETABLE

<i>What is the estimated completion date?</i>	6/30/2021
<i>What is the Timetable for the Project?</i>	6-month completion process.

### GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	To continue to invest in the City's Public Art Collection.
<i>Are there more efficient and effective means to achieve the same outcomes?</i>	Not at this time.
<i>How does the project contribute toward City Council Goals?</i>	Goal 4: Envision Durango's Sense of Place by creating character districts, promoting responsible land use planning, and maintaining the community's unique character and sense of identity.

### PRIORITIZATION CRITERIA

<i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i>	Definitely No -1
<i>Does the project help address health, life and safety concerns within the City?</i>	Definitely No -1
<i>Is the project necessary to provide a minimum level of service to the community?</i>	Definitely No -1
<i>Was significant public engagement provided for in the development of the project?</i>	Definitely Yes -5
<i>Does the project address specific <a href="#">City Council Goals</a>?</i>	Probably -4
<i>Does the project address the Sustainability Action Plan of the City?</i>	Definitely Yes -5
<i>Does your Department have staff capacity to complete the project if it is funded?</i>	Definitely Yes -5
<i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i>	Definitely Yes -5
<i>Has the project been developed as part of a larger scale asset plan?</i>	Definitely Yes -5
<i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i>	Definitely No -1

<i>Background on Prioritization Responses</i>
This project included a very lengthy public engagement process. This project addresses City Council Goal 4. This project addresses SAP Objective 10.2. This project implements the City's Public Art Master Plan and Art Locations Plan.

### ADDITIONAL CRITERIA

<i>Does the project provide a positive economic impact to the community?</i>	
<i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i>	Definitely No - 1



<b>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</b>	Definitely - 5
<b>Does the project improve ADA accessibility in the community?</b>	Definitely No - 1

<b><i>Background on Additional Criteria Responses</i></b>	
Public Art is an economic driver for the City and is a community asset that can be enjoyed by all.	
<b><i>Provide any additional references, documents or plans of support.</i></b>	
Comprehensive Plan – Chapter 11 – Arts, Culture & Creative Economy Element. Sustainability Action Plan – Objective 10.2: Maintain Durango’s sense of identity by preserving cultural and historical assets, and promoting arts in public spaces: 1) Adopt a strategic plan to project, enhance and expand Durango’s arts and cultural resources and strengthen creative industries; 2) Accommodate space for public art as part of all new major public development projects; and 3)Protect and maintain local public artworks and cultural resources for future generations. 2015 City of Durango Public Art Locations Plan. 2007 Durango Public Art Commission Public Art Master Plan.	

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	GIS Planimetric and Contour Updates
Finance	<i>Funding Source</i>	CIP budget
<i>Project Description</i>		
This project will collect new contour features and aerial orthophotography to spatially document new road and utility development within the city limits. This aerial data collection was last performed in 2012, thus the city GIS is missing development activities that have occurred since then. This data is used by many city departments in performing basic operations, including Community Development, City Operations and Public Safety, as well as citizens and businesses.		

FINANCIAL SECTION

<i>Total Project Cost</i>	\$85,000	<i>2021 Project Request</i>	\$0. This project was approved in 2020 CIP but deferred to 2021 during budget reductions.
<i>Carry Forward?</i>	Yes	<i>Carry Forward Request</i>	Full amount approved in 2020, \$85,000.
<i>Is the project an on-going project?</i>	No		
<i>Five Year Operational Costs</i>	No operational expenditures. Project will be requested again in 2025.		
<i>Operating Cost Assumptions</i>	Straightforward RFP process will be utilized. Aerial flight will take place in spring 2021 before leaves come out.		
<i>What ongoing maintenance costs exist for the project?</i>	None, other than regular GIS program data maintenance.		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	Continuing development within city limits requires updating contour intervals and orthophotography on a 5-year timeframe if possible.		

<i>Does the Project Leverage Non-City Funding?</i>	No
<i>Is the leveraged funding committed?</i>	No
<i>How much funding is being leveraged?</i>	

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	6/30/2021
<i>What is the Timetable for the Project?</i>	Vendor will be selected in 1Q 2021 and will process GIS data following aerial data collection in 2Q 2021. We expect data to be on hand by June 30.

GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	City GIS data collection of contour and orthophotographic data is overdue. City departments and the public will benefit from the updated GIS datasets from the project.
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<i>Are there more efficient and effective means to achieve the same outcomes?</i>	City GIS participates in a semi-annual Pictometry aerial photography project that the County coordinates. It provides a specialized dataset for 3D structure relief and related photographic updates, but not the contour intervals that this project will provide.
<i>How does the project contribute toward City Council Goals?</i>	This project indirectly supports every City Council goal by providing updated GIS data that is used in many projects, including housing, districts, facilities, sustainability, public safety, sanitation, mobility, and a high-performance workforce.

### PRIORITIZATION CRITERIA

<b><i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i></b>	Definitely No -1
<b><i>Does the project help address health, life and safety concerns within the City?</i></b>	Definitely Yes -5
<b><i>Is the project necessary to provide a minimum level of service to the community?</i></b>	Definitely Yes -5
<b><i>Was significant public engagement provided for in the development of the project?</i></b>	Probably No -2
<b><i>Does the project address specific <a href="#">City Council Goals</a>?</i></b>	Possibly -3
<b><i>Does the project address the Sustainability Action Plan of the City?</i></b>	Definitely No -1
<b><i>Does your Department have staff capacity to complete the project if it is funded?</i></b>	Definitely Yes -5
<b><i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i></b>	Definitely No -1
<b><i>Has the project been developed as part of a larger scale asset plan?</i></b>	Definitely No -1
<b><i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i></b>	Probably No -2

<i>Background on Prioritization Responses</i>

### ADDITIONAL CRITERIA

<b><i>Does the project provide a positive economic impact to the community?</i></b>	
<b><i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i></b>	Probably No - 2
<b><i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i></b>	Probably No - 2
<b><i>Does the project improve ADA accessibility in the community?</i></b>	Probably - 4

<i>Background on Additional Criteria Responses</i>
GIS data is used extensively by city staff for ADA projects and by local businesses for engineering, real estate purposes, trails and utility location purposes.
<i>Provide any additional references, documents or plans of support.</i>

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	Fiber Optic Infrastructure
Finance	<i>Funding Source</i>	CIP budget
<i>Project Description</i>		
This request funds several fiber projects and the renegotiation of the GrandView Utility Easement through the Farmington Hill area that restricts the city's fiber from commercial use. IS was approved \$100,000 in CIP funding in 2020 but 50% was cut due to 2021 budget reduction.		

FINANCIAL SECTION

<i>Total Project Cost</i>	\$50,000	<i>2021 Project Request</i>	\$50,000 in 2020 budget (cut from original \$100,000)
<i>Carry Forward?</i>	No	<i>Carry Forward Request</i>	\$50,000 cut from 2020 CIP during budget reduction. Requesting that amount be approved for 2021 CIP..
<i>Is the project an on-going project?</i>	No		
<i>Five Year Operational Costs</i>	\$0		
<i>Operating Cost Assumptions</i>	Fiber projects have a way of coming up unannounced or opportunities to collaborate with other departments or regional partners present themselves. The rec center fiber project and renegotiation of Grandview utility easement top the project list.		
<i>What ongoing maintenance costs exist for the project?</i>	None.		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	Fiber and conduit have an estimated 40-year service span.		

<i>Does the Project Leverage Non-City Funding?</i>	No
<i>Is the leveraged funding committed?</i>	No
<i>How much funding is being leveraged?</i>	

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	10/29/2021
<i>What is the Timetable for the Project?</i>	Grandview utility easement negotiations would start 1Q 2021. Rec Center fiber project would start in early 2Q 2021. as soon as snow clears and ground thaws.

## GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	Rec Center fiber project will install city-owned fiber to the building and eliminate one of two ISPs servicing the rec center now. Grandview project will allow revenue generation with dark fiber leasing to ISPs servicing Three Sprints.
<i>Are there more efficient and effective means to achieve the same outcomes?</i>	Colorado SB19-107 Broadband Infrastructure Installation bill allows for electric utility easements to be used for broadband services. Doubtful that the city's utility easement in question would fall under this bill.
<i>How does the project contribute toward City Council Goals?</i>	Rec Center fiber project supports Goal 2.b.3 by providing robust network and internet service at the rec center, to maintain and enhance quality of existing Parks and Recreation facilities. Grandview easement project supports Goal 2a..4 Develop incentives for public/private partnerships.

## PRIORITIZATION CRITERIA

<i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i>	Definitely No -1
<i>Does the project help address health, life and safety concerns within the City?</i>	Definitely No -1
<i>Is the project necessary to provide a minimum level of service to the community?</i>	Definitely No -1
<i>Was significant public engagement provided for in the development of the project?</i>	Definitely No -1
<i>Does the project address specific <a href="#">City Council Goals</a>?</i>	Possibly -3
<i>Does the project address the Sustainability Action Plan of the City?</i>	Definitely No -1
<i>Does your Department have staff capacity to complete the project if it is funded?</i>	Definitely Yes -5
<i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i>	Definitely No -1
<i>Has the project been developed as part of a larger scale asset plan?</i>	Definitely No -1
<i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i>	Definitely No -1

<i>Background on Prioritization Responses</i>	
There's some applicability to Council goals. Primarily, the project will relieve pent-up ISP demand for additional fiber optic service to Three Springs.	

## ADDITIONAL CRITERIA

<i>Does the project provide a positive economic impact to the community?</i>	
<i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i>	Possibly - 3
<i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i>	Definitely No - 1
<i>Does the project improve ADA accessibility in the community?</i>	Definitely No - 1

<i>Background on Additional Criteria Responses</i>	
The addition of leased city dark fiber to ISPs in Three Springs could provide additional broadband competition and result in lower business and consumer costs.	
<i>Provide any additional references, documents or plans of support.</i>	

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	Network Storage Replacement
Finance	<i>Funding Source</i>	CIP budget
<i>Project Description</i>		
<p>This project will replace the current dual network storage arrays where city virtual servers and desktops, applications, databases and file shares reside. Primary hardware components in both arrays End-of-Life in December 2021, meaning vendor support will be discontinued at the end of next year. The city cannot operate its strategically critical network storage on hardware that is not supported. 2020 CIP funding for this project was approved but the project was delayed until 2021 due to budget issues.</p>		

FINANCIAL SECTION

<i>Total Project Cost</i>	\$350,000 if annual maintenance included. Maintenance could cost \$30,000-\$40,000 years 2-5, for a 5-year total project cost of \$470,000-\$510,000.	<i>2021 Project Request</i>	\$350,000
<i>Carry Forward?</i>	Yes	<i>Carry Forward Request</i>	\$330,000 from 2020; 2021 project estimate increased to \$350,000
<i>Is the project an on-going project?</i>	No		
<i>Five Year Operational Costs</i>	2021 \$0; 2022 \$30-\$40,000; 2023 \$30-\$40,000; 2024 \$30-\$40,000; 2025 \$30-\$40,000		
<i>Operating Cost Assumptions</i>	We will either replace our existing Nimble storage array with their current storage offering, or release an RFP to consider other vendors in this market. The requested budget amount takes into consideration both options. Maintenance for 3-5 years may or may not be included in the purchase price, depending on the vendor.		
<i>What ongoing maintenance costs exist for the project?</i>	Based on current network storage annual maintenance costs, \$30,000-\$40,000 in annual maintenance costs for the new storage is estimated.		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	Yes, this network storage will have an approximate 5-year lifespan, at which time it will need to be replaced. The existing Nimble network storage was installed in 2014 at a cost of \$226,720.		

<i>Does the Project Leverage Non-City Funding?</i>	No
<i>Is the leveraged funding committed?</i>	No
<i>How much funding is being leveraged?</i>	N/A

## PROJET TIMETABLE

<i>What is the estimated completion date?</i>	6/30/2021
<i>What is the Timetable for the Project?</i>	4Q 2020 – Decision on Nimble 'upgrade' or RFP will be finalized. Release RFP if necessary. 1Q 2021 – If RFP, vendor shortlist will result in demos, possible site visits. Purchase decision made. 2Q 2021 – New network storage installed in 1-week timeframe.

## GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	Current network storage hardware end-of-life's December 2021, so replacement is required. Current storage platform is meeting city needs, so will look for equal to or improved replacement; solution.
<i>Are there more efficient and effective means to achieve the same outcomes?</i>	Cloud storage and servers is an increasingly popular strategic decision and technology used by organizations. This should be considered as an alternative to the capital cost of upgrading our virtualized server and desktop hardware platform.
<i>How does the project contribute toward City Council Goals?</i>	Network storage supports every council goal that requires city staff and councilor use of technology in meeting those goals.

## PRIORITIZATION CRITERIA

<i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i>	Probably No -2
<i>Does the project help address health, life and safety concerns within the City?</i>	Definitely Yes -5
<i>Is the project necessary to provide a minimum level of service to the community?</i>	Definitely Yes -5
<i>Was significant public engagement provided for in the development of the project?</i>	Definitely No -1
<i>Does the project address specific <a href="#">City Council Goals</a>?</i>	Definitely No -1
<i>Does the project address the Sustainability Action Plan of the City?</i>	Definitely No -1
<i>Does your Department have staff capacity to complete the project if it is funded?</i>	Definitely Yes -5
<i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i>	Definitely No -1
<i>Has the project been developed as part of a larger scale asset plan?</i>	Possibly -3
<i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i>	Possibly -3

### *Background on Prioritization Responses*

The Clerk's Office has a legal mandate to archive and preserve City of Durango legal and historic documents in compliance with the State Archivist's records retention schedule. All of this data is stored on network storage.  
A high-level view of the IS as

## ADDITIONAL CRITERIA

<i>Does the project provide a positive economic impact to the community?</i>	
<i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i>	Possibly - 3

<b><i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i></b>	Definitely No - 1
<b><i>Does the project improve ADA accessibility in the community?</i></b>	Definitely No - 1

<b><i>Background on Additional Criteria Responses</i></b>
Network storage is increasingly more energy efficient due to more use of solid state hard drives (SSD), compared to spinning disk hard drives. This project will utilize a hybrid array of SSD and spinning disk, or possibly all SSD.
<b><i>Provide any additional references, documents or plans of support.</i></b>



## ADDITIONAL CRITERIA

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	Park, Trail and Recreation Improvements
Parks and Recreation	<i>Funding Source</i>	2005 Open Space, Parks and Trails Fund
<i>Project Description</i>		
Park system upgrades. Hillcrest View Park playground replacement and Mason Center Park building removal site topsoil, irrigation and turf in 2021.		

FINANCIAL SECTION

<i>Total Project Cost</i>	\$1,000,000	<i>2021 Project Request</i>	\$200,000
<i>Carry Forward?</i>	Yes	<i>Carry Forward Request</i>	\$50,000
<i>Is the project an on-going project?</i>	Yes		
<i>Five Year Operational Costs</i>	\$25,000		
<i>Operating Cost Assumptions</i>	Actual cost per acre calculations from 2019 for the maintenance of developed parks. This cost is updated annually.		
<i>What ongoing maintenance costs exist for the project?</i>	\$5,000/year for maintenance		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	Specific park amenities will need to be replaced at the end of its useful life. Replacement of specific park amenities will be paid by the dedicated Parks and Recreation sales and use tax.		

<i>Does the Project Leverage Non-City Funding?</i>	No
<i>Is the leveraged funding committed?</i>	No
<i>How much funding is being leveraged?</i>	N/A

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	12/31/2021
<i>What is the Timetable for the Project?</i>	Replacement of the playground in Hillcrest View Park and refurbishment of the removed building site in Mason Center Park with topsoil, irrigation and turf are expected to be completed in 2021. Plan development in 2021; bidding, and construction in 2021.

GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	The goals of the project are to provide a well maintained park system to the community. The playground at Hillcrest View Park is at the end of its useful life and requires replacement. Mason Center Park, following a public engagement process, will be refurbished to meet the needs of a valued neighborhood park. This project is consistent with the goals
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	of the adopted 2020 Parks, Open Space, Trails and Recreation Master Plan.
<i>Are there more efficient and effective means to achieve the same outcomes?</i>	No, the playground must be replaced to avoid a public safety hazard in Hillcrest View Park and the Mason Center Park serves as a valued neighborhood park in downtown Durango.
<i>How does the project contribute toward City Council Goals?</i>	The Park, Trail and Recreation Improvements project is supported by City Council Goals and specifically: GOAL 2: Expand Durango's unique identity as a driver of enhanced quality of life and sense of place; GOAL 3: Improve environmental resiliency and encourage responsible stewardship of natural resources; and GOAL 5: Advance fiscal sustainability and resiliency.

### PRIORITIZATION CRITERIA

<b><i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i></b>	Possibly -3
<b><i>Does the project help address health, life and safety concerns within the City?</i></b>	Definitely Yes -5
<b><i>Is the project necessary to provide a minimum level of service to the community?</i></b>	Definitely Yes -5
<b><i>Was significant public engagement provided for in the development of the project?</i></b>	Definitely Yes -5
<b><i>Does the project address specific <a href="#">City Council Goals</a>?</i></b>	Definitely Yes -5
<b><i>Does the project address the Sustainability Action Plan of the City?</i></b>	Definitely Yes -5
<b><i>Does your Department have staff capacity to complete the project if it is funded?</i></b>	Definitely Yes -5
<b><i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i></b>	Probably No -2
<b><i>Has the project been developed as part of a larger scale asset plan?</i></b>	Definitely Yes -5
<b><i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i></b>	Possibly -3

#### *Background on Prioritization Responses*

The Park, Trail and Recreation Improvements are incorporated in the adopted 2020 Parks, Open Space, Trails and Recreation Master Plan, Parks and Recreation Department Strategic Plan, and identified in the City of Durango Comprehensive Plan.

### ADDITIONAL CRITERIA

<b><i>Does the project provide a positive economic impact to the community?</i></b>	
<b><i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i></b>	Probably Yes- 4
<b><i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i></b>	Definitely Yes - 5
<b><i>Does the project improve ADA accessibility in the community?</i></b>	Definitely Yes- 5

#### *Background on Additional Criteria Responses*

Parks and Recreation projects provide a positive economic impact, reducing costs over time, advances diversity, equity, inclusion, and accessibility.

#### ***Provide any additional references, documents or plans of support.***

The adopted 2020 Parks, Open Space, Trails and Recreation Master Plan, 2020-2024 Parks and Recreation Department Strategic Plan, and City of Durango Comprehensive Plan are located on the City website.

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	Outdoor Pickleball Courts
Parks and Recreation	<i>Funding Source</i>	2005 Open Space, Parks and Trails Fund
<i>Project Description</i>		
Design of 8 lighted outdoor pickleball courts, parking, restroom, and off leash dog area as Phase I development of the Community Park in Three Springs.		

FINANCIAL SECTION

<i>Total Project Cost</i>	\$2,250,000	<i>2021 Project Request</i>	\$175,000
<i>Carry Forward?</i>	No	<i>Carry Forward Request</i>	N/A
<i>Is the project an on-going project?</i>	No		
<i>Five Year Operational Costs</i>	\$180,000		
<i>Operating Cost Assumptions</i>	Actual cost per acre calculations from 2019 for the maintenance of developed parks. This cost is updated annually.		
<i>What ongoing maintenance costs exist for the project?</i>	\$36,000/year for maintenance		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	Specific park amenities will need to be replaced at the end of its useful life. Replacement of specific park amenities will be paid by the dedicated Parks and Recreation sales and use tax.		

<i>Does the Project Leverage Non-City Funding?</i>	Yes
<i>Is the leveraged funding committed?</i>	No
<i>How much funding is being leveraged?</i>	Partnership with SW Colorado Pickleball Association.

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	12/31/2024
<i>What is the Timetable for the Project?</i>	Phase 1 development of the Community Park in Three Springs including the outdoor pickleball courts and other park amenities is estimated to be completed by 12/31/2024. Plan development in 2021; bidding, and initiation of construction in 2022. Continuation of construction and project closeout of Phase 1 by 12/31/2024.

GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	The goal of the project is the Phase 1 development of the Community Park in Three Springs. The developer of Three Springs will dedicate 75 acres to the City for the development of a Community Park. Village I development in Three Springs is near completion and local residents in the subdivision
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	desire park amenities. Pickleball is a fast rising recreational activity and there is a demonstrated need for outdoor pickleball courts to serve the community. The development of the Community Park in Three Springs is also consistent with the goals of the adopted 2020 Parks, Open Space, Trails and Recreation Master Plan.
<i>Are there more efficient and effective means to achieve the same outcomes?</i>	No, the land for Phase I development of the Community Park in Three Springs is available to the City and the park master plan identified sport courts in the plan. While the land will be transferred to the City at no cost from the Three Springs developer, the cost of construction of park amenities is a requirement of the City in the Development Agreement.
<i>How does the project contribute toward City Council Goals?</i>	The development of outdoor pickleball courts in the Community Park in Three Springs is supported by City Council Goals and specifically: GOAL 2: Expand Durango's unique identity as a driver of enhanced quality of life and sense of place; GOAL 3: Improve environmental resiliency and encourage responsible stewardship of natural resources; and GOAL 5: Advance fiscal sustainability and resiliency.

#### PRIORITIZATION CRITERIA

<b><i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i></b>	Possibly -3
<b><i>Does the project help address health, life and safety concerns within the City?</i></b>	Definitely Yes -5
<b><i>Is the project necessary to provide a minimum level of service to the community?</i></b>	Definitely Yes -5
<b><i>Was significant public engagement provided for in the development of the project?</i></b>	Definitely Yes -5
<b><i>Does the project address specific <a href="#">City Council Goals</a>?</i></b>	Definitely Yes -5
<b><i>Does the project address the Sustainability Action Plan of the City?</i></b>	Definitely Yes -5
<b><i>Does your Department have staff capacity to complete the project if it is funded?</i></b>	Definitely Yes -5
<b><i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i></b>	Probably Yes -4
<b><i>Has the project been developed as part of a larger scale asset plan?</i></b>	Definitely Yes -5
<b><i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i></b>	Possibly -3

#### *Background on Prioritization Responses*

The development of Outdoor Pickleball Courts in the Community Park in Three Springs is incorporated in the adopted 2020 Parks, Open Space, Trails and Recreation Master Plan, Parks and Recreation Department Strategic Plan, and identified in the City of Durango Comprehensive Plan.

#### ADDITIONAL CRITERIA

<b><i>Does the project provide a positive economic impact to the community?</i></b>	
<b><i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i></b>	Definitely No - 1
<b><i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i></b>	Definitely Yes - 5
<b><i>Does the project improve ADA accessibility in the community?</i></b>	Definitely Yes- 5

***Background on Additional Criteria Responses***

Parks and Recreation projects provide a positive economic impact, reducing costs over-time, advancing diversity, equity, inclusion, and accessibility.

***Provide any additional references, documents or plans of support.***

The adopted 2020 Parks, Open Space, Trails and Recreation Master Plan, 2020-2024 Parks and Recreation Department Strategic Plan, and City of Durango Comprehensive Plan are located on the City website.

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	Open Space Maintenance
Parks and Recreation	<i>Funding Source</i>	2005 Open Space, Parks and Trails Fund
<i>Project Description</i>		
Stewardship and maintenance of open space including the MAPS Program, way-finding signage, weed mitigation, fire mitigation, and natural surface trails.		

FINANCIAL SECTION

<i>Total Project Cost</i>	\$250,000	<i>2021 Project Request</i>	\$50,000
<i>Carry Forward?</i>	Yes	<i>Carry Forward Request</i>	\$25,000
<i>Is the project an on-going project?</i>	Yes		
<i>Five Year Operational Costs</i>	\$48/acre/year		
<i>Operating Cost Assumptions</i>	Actual cost per acre calculations from 2019 for maintenance of open space.		
<i>What ongoing maintenance costs exist for the project?</i>	\$48/acre/year		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	No. The ongoing maintenance and stewardship of natural lands acquired since 2005 is paid by the 2005 Open Space, Parks and Trails Fund.		

<i>Does the Project Leverage Non-City Funding?</i>	Yes
<i>Is the leveraged funding committed?</i>	Yes
<i>How much funding is being leveraged?</i>	In-kind services, partnerships and grants. Pending fire mitigation grant award.

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	12/31/2021
<i>What is the Timetable for the Project?</i>	Open Space maintenance and stewardship is ongoing and consistent with the goals of the adopted Parks, Open Space, Trails and Recreation Master Plan and strategic initiatives in the Parks and Recreation Department Strategic Plan. Stewardship projects are ongoing with different areas of emphasis throughout the City each year.

GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	Stewardship of natural lands is a community priority as identified in the adopted Parks, Open Space, Trails and Recreation Master Plan. In 2005, Durango residents voted to support a dedicated ¼ cent sales and use tax to preserve and maintain natural lands and develop new parks and trails.
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<i>Are there more efficient and effective means to achieve the same outcomes?</i>	The current partnerships for stewardship of open space are very effective.
<i>How does the project contribute toward City Council Goals?</i>	The stewardship of natural lands is supported by City Council Goals and specifically: GOAL 2: Expand Durango’s unique identity as a driver of enhanced quality of life and sense of place; and GOAL 3: Improve environmental resiliency and encourage responsible stewardship of natural resources.

**PRIORITIZATION CRITERIA**

<b><i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i></b>	Possibly -3
<b><i>Does the project help address health, life and safety concerns within the City?</i></b>	Definitely Yes -5
<b><i>Is the project necessary to provide a minimum level of service to the community?</i></b>	Definitely Yes -5
<b><i>Was significant public engagement provided for in the development of the project?</i></b>	Definitely Yes -5
<b><i>Does the project address specific <a href="#">City Council Goals</a>?</i></b>	Definitely Yes -5
<b><i>Does the project address the Sustainability Action Plan of the City?</i></b>	Definitely Yes -5
<b><i>Does your Department have staff capacity to complete the project if it is funded?</i></b>	Definitely Yes -5
<b><i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i></b>	Definitely Yes -5
<b><i>Has the project been developed as part of a larger scale asset plan?</i></b>	Definitely Yes -5
<b><i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i></b>	Probably No -2

<b><i>Background on Prioritization Responses</i></b>
The stewardship of natural lands is incorporated in the adopted 2020 Parks, Open Space, Trails and Recreation Master Plan, Parks and Recreation Department Strategic Plan, and identified in the City of Durango Comprehensive Plan.

**ADDITIONAL CRITERIA**

<b><i>Does the project provide a positive economic impact to the community?</i></b>	
<b><i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i></b>	Definitely Yes - 5
<b><i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i></b>	Definitely Yes- 5
<b><i>Does the project improve ADA accessibility in the community?</i></b>	Probably Yes - 4

<b><i>Background on Additional Criteria Responses</i></b>
The stewardship of natural lands has a positive economic impact on the community, reducing costs over time. There is improvement in diversity, accessibility and inclusion.
<b><i>Provide any additional references, documents or plans of support.</i></b>
The adopted 2020 Parks, Open Space, Trails and Recreation Master Plan, 2020–2024 Parks and Recreation Department Strategic Plan, and City of Durango Comprehensive Plan is located on the City website.



City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	Natural Lands Preservation
Parks and Recreation	<i>Funding Source</i>	2005 Open Space, Parks and Trails Fund
<i>Project Description</i>		
Acquisition of natural lands in accordance with adopted Master Plan		

FINANCIAL SECTION

<i>Total Project Cost</i>	\$2,500,000	<i>2021 Project Request</i>	\$500,000
<i>Carry Forward?</i>	No	<i>Carry Forward Request</i>	N/A
<i>Is the project an on-going project?</i>	Yes		
<i>Five Year Operational Costs</i>	\$48/acre/year		
<i>Operating Cost Assumptions</i>	Actual cost per acre calculations from 2019 for maintenance of open space.		
<i>What ongoing maintenance costs exist for the project?</i>	\$48/acre/year		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	No. The purchase of the land and future ongoing maintenance acquired since 2005 is paid by the 2005 Open Space, Parks and Trails Fund.		

<i>Does the Project Leverage Non-City Funding?</i>	Yes
<i>Is the leveraged funding committed?</i>	No
<i>How much funding is being leveraged?</i>	None presently, however, grants are frequently secured for open space acquisitions.

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	12/31/2021
<i>What is the Timetable for the Project?</i>	Land acquisitions are opportunity based with willing landowners and are consistent with the preservation goals of the adopted Master Plan. Current landowner negotiations are underway.

GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	Preservation of natural lands is a community priority as identified in the adopted Parks, Open Space, Trails and Recreation Master Plan. In 2005, Durango voted to support a dedicated ¼ cent sales and use tax to preserve and maintain natural lands and develop new parks and trails.
<i>Are there more efficient and effective means to achieve the same outcomes?</i>	Developers in Durango also dedicate open space to the City with large development projects, such as Twin Buttes and Three Springs.

<i>How does the project contribute toward City Council Goals?</i>	The preservation of natural lands is supported by City Council Goals and specifically: GOAL 2: Expand Durango's unique identity as a driver of enhanced quality of life and sense of place; and GOAL 3: Improve environmental resiliency and encourage responsible stewardship of natural resources.
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### PRIORITIZATION CRITERIA

<b><i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i></b>	Possibly -3
<b><i>Does the project help address health, life and safety concerns within the City?</i></b>	Definitely Yes -5
<b><i>Is the project necessary to provide a minimum level of service to the community?</i></b>	Definitely Yes -5
<b><i>Was significant public engagement provided for in the development of the project?</i></b>	Definitely Yes -5
<b><i>Does the project address specific <a href="#">City Council Goals</a>?</i></b>	Definitely Yes -5
<b><i>Does the project address the Sustainability Action Plan of the City?</i></b>	Definitely Yes -5
<b><i>Does your Department have staff capacity to complete the project if it is funded?</i></b>	Definitely Yes -5
<b><i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i></b>	Possibly -3
<b><i>Has the project been developed as part of a larger scale asset plan?</i></b>	Definitely Yes -5
<b><i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i></b>	Probably No -2

<b><i>Background on Prioritization Responses</i></b>
The preservation of natural lands is incorporated in the adopted 2020 Parks, Open Space, Trails and Recreation Master Plan and identified in the City of Durango Comprehensive Plan.

### ADDITIONAL CRITERIA

<b><i>Does the project provide a positive economic impact to the community?</i></b>	
<b><i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i></b>	Possibly - 3
<b><i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i></b>	Definitely Yes- 5
<b><i>Does the project improve ADA accessibility in the community?</i></b>	Probably Yes - 4

<b><i>Background on Additional Criteria Responses</i></b>
The preservation of natural lands provides a positive economic impact to the community. Over time reducing costs, improves diversity, equity, inclusion and accessibility.
<b><i>Provide any additional references, documents or plans of support.</i></b>
The adopted 2020 Parks, Open Space, Trails and Recreation Master Plan and City of Durango Comprehensive Plan is located on the City website.

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	Mason Center Building Removal
Parks and Recreation	<i>Funding Source</i>	2005 Open Space, Parks and Trails Fund
<i>Project Description</i>		
Removal of the deteriorated Mason Center building, with the exception of the gymnasium which is used for Park and Recreation Department storage. Remediation of earthwork.		

FINANCIAL SECTION

<i>Total Project Cost</i>	\$430,000	<i>2021 Project Request</i>	\$430,000
<i>Carry Forward?</i>	No	<i>Carry Forward Request</i>	N/A
<i>Is the project an on-going project?</i>	No		
<i>Five Year Operational Costs</i>	\$25,000		
<i>Operating Cost Assumptions</i>	Actual cost per acre calculations from 2019 for the maintenance of developed parks. This cost is updated annually.		
<i>What ongoing maintenance costs exist for the project?</i>	\$5,000/year for maintenance		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	Specific park amenities will need to be replaced at the end of its useful life. Replacement of specific park amenities will be paid by the dedicated Parks and Recreation sales and use tax.		

<i>Does the Project Leverage Non-City Funding?</i>	No
<i>Is the leveraged funding committed?</i>	No
<i>How much funding is being leveraged?</i>	N/A

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	12/31/2021
<i>What is the Timetable for the Project?</i>	Asbestos abatement was completed on the Mason Center building in 2020. Public engagement process on the removal of the building and renovation of the park site prior to the demolition and removal of the building in 2021. Plan development in 2020; bidding, and construction in 2021.

GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	The Mason Center building is at the end of its useful life and goal of the project is to demolish and remove the building as the facility has already begun to collapse and be vandalized. The existing gymnasium will remain for essential storage for the Park and Recreation Department services. The Mason Center Park will be remediated following the removal of the building.
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	This project is consistent with the goals of the adopted 2020 Parks, Open Space, Trails and Recreation Master Plan.
<i>Are there more efficient and effective means to achieve the same outcomes?</i>	No, the building has become a hazard and is no longer used by the public. Several architects have evaluated the building and determined the best course of action is to remove the structure, with the exception of the gymnasium.
<i>How does the project contribute toward City Council Goals?</i>	The Mason Center building removal is supported by City Council Goals and specifically: GOAL 2: Expand Durango's unique identity as a driver of enhanced quality of life and sense of place; GOAL 3: Improve environmental resiliency and encourage responsible stewardship of natural resources; and GOAL 5: Advance fiscal sustainability and resiliency.

### PRIORITIZATION CRITERIA

<b><i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i></b>	Possibly -3
<b><i>Does the project help address health, life and safety concerns within the City?</i></b>	Definitely Yes -5
<b><i>Is the project necessary to provide a minimum level of service to the community?</i></b>	Definitely Yes -5
<b><i>Was significant public engagement provided for in the development of the project?</i></b>	Definitely Yes -5
<b><i>Does the project address specific <a href="#">City Council Goals</a>?</i></b>	Definitely Yes -5
<b><i>Does the project address the Sustainability Action Plan of the City?</i></b>	Probably Yes -4
<b><i>Does your Department have staff capacity to complete the project if it is funded?</i></b>	Definitely Yes -5
<b><i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i></b>	Definitely No -1
<b><i>Has the project been developed as part of a larger scale asset plan?</i></b>	Definitely Yes -5
<b><i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i></b>	Possibly -3

#### *Background on Prioritization Responses*

The Mason Center building removal is incorporated in the adopted 2020 Parks, Open Space, Trails and Recreation Master Plan, Parks and Recreation Department Strategic Plan, and identified in the City of Durango Comprehensive Plan.

### ADDITIONAL CRITERIA

<b><i>Does the project provide a positive economic impact to the community?</i></b>	
<b><i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i></b>	Definitely Yes - 5
<b><i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i></b>	Probably Yes- 4
<b><i>Does the project improve ADA accessibility in the community?</i></b>	Probably Yes- 4

#### *Background on Additional Criteria Responses*

Parks and Recreation projects provide a positive impact and reduces costs over time.

***Provide any additional references, documents or plans of support.***

The adopted 2020 Parks, Open Space, Trails and Recreation Master Plan, 2020-2024 Parks and Recreation Department Strategic Plan, and City of Durango Comprehensive Plan are located on the City website.

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	Durango Trails
Parks and Recreation	<i>Funding Source</i>	2005 Open Space, Parks and Trails Fund
<i>Project Description</i>		
Annual contract with Durango Trails to design, develop and maintain natural surface trails on City property.		

FINANCIAL SECTION

<i>Total Project Cost</i>	\$125,000	<i>2021 Project Request</i>	\$25,000
<i>Carry Forward?</i>	No	<i>Carry Forward Request</i>	N/A
<i>Is the project an on-going project?</i>	Yes		
<i>Five Year Operational Costs</i>	\$48/acre/year for maintenance of open space		
<i>Operating Cost Assumptions</i>	The cost/acre to maintain City trails is calculated from the actual cost to maintain Trails from 2019. This cost is updated annually.		
<i>What ongoing maintenance costs exist for the project?</i>	\$48/acre/year for maintenance		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	No, annual maintenance of natural surface trails is included in the ongoing contract with Durango Trails. Maintenance of City open space and natural surface trails will be paid by the dedicated Parks and Recreation sales and use tax.		

<i>Does the Project Leverage Non-City Funding?</i>	Yes
<i>Is the leveraged funding committed?</i>	Yes
<i>How much funding is being leveraged?</i>	Durango Trails leverages volunteers to build and maintain natural surface trails, saving the City thousands of dollars each year.

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	12/31/2021
<i>What is the Timetable for the Project?</i>	Multiple natural surface trail development and stewardship projects are completed annually. Plan development and construction in 2021.

GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	The development and maintenance of natural surface trails in City open space is a high priority in the community. This project is consistent with the goals of the adopted 2020 Parks, Open Space, Trails and Recreation Master Plan.
<i>Are there more efficient and effective means to achieve the same outcomes?</i>	No, the partnership with Durango Trails is a tremendous value to the City of Durango.

<i>How does the project contribute toward City Council Goals?</i>	The Durango Trails project is supported by City Council Goals and specifically: GOAL 2: Expand Durango's unique identity as a driver of enhanced quality of life and sense of place; GOAL 3: Improve environmental resiliency and encourage responsible stewardship of natural resources; and GOAL 5: Advance fiscal sustainability and resiliency.
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## PRIORITIZATION CRITERIA

<b><i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i></b>	Definitely No - 1
<b><i>Does the project help address health, life and safety concerns within the City?</i></b>	Definitely Yes -5
<b><i>Is the project necessary to provide a minimum level of service to the community?</i></b>	Definitely Yes -5
<b><i>Was significant public engagement provided for in the development of the project?</i></b>	Definitely Yes -5
<b><i>Does the project address specific <a href="#">City Council Goals</a>?</i></b>	Definitely Yes -5
<b><i>Does the project address the Sustainability Action Plan of the City?</i></b>	Definitely Yes -5
<b><i>Does your Department have staff capacity to complete the project if it is funded?</i></b>	Definitely Yes -5
<b><i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i></b>	Definitely Yes -5
<b><i>Has the project been developed as part of a larger scale asset plan?</i></b>	Definitely Yes -5
<b><i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i></b>	Definitely No -1

<b><i>Background on Prioritization Responses</i></b>
The stewardship of the natural surface trail system with Durango Trails is incorporated in the adopted 2020 Parks, Open Space, Trails and Recreation Master Plan, Parks and Recreation Department Strategic Plan, and identified in the City of Durango Comprehensive Plan.

## ADDITIONAL CRITERIA

<b><i>Does the project provide a positive economic impact to the community?</i></b>	
<b><i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i></b>	Definitely Yes - 5
<b><i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i></b>	Definitely Yes- 5
<b><i>Does the project improve ADA accessibility in the community?</i></b>	Possibly - 3

<b><i>Background on Additional Criteria Responses</i></b>
The stewardship of the natural surface trail system with Durango Trails provides a positive economic impact and helps reduce costs over time.
<b><i>Provide any additional references, documents or plans of support.</i></b>
The adopted 2020 Parks, Open Space, Trails and Recreation Master Plan, 2020-2024 Parks and Recreation Department Strategic Plan, and City of Durango Comprehensive Plan are located on the City website.

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	Lake Nighthorse Improvements
Parks and Recreation	<i>Funding Source</i>	2015 Half Cent Tax
<i>Project Description</i>		
The project involves the final design and preparation of construction documents for Lake Nighthorse Recreation Area entrance station, water storage and decontamination system, and picnic facilities.		

FINANCIAL SECTION

<i>Total Project Cost</i>	\$6,028,000	<i>2021 Project Request</i>	\$122,000
<i>Carry Forward?</i>	Yes	<i>Carry Forward Request</i>	\$25,000
<i>Is the project an on-going project?</i>	Yes		
<i>Five Year Operational Costs</i>	\$35,000		
<i>Operating Cost Assumptions</i>	Actual annual maintenance of parks calculated from maintenance costs from 2019. This figure is updated annually.		
<i>What ongoing maintenance costs exist for the project?</i>	\$7,000/year for maintenance		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	Yes. Replacement of park amenities at Lake Nighthorse is paid by a 50/50% cost share agreement between the City and Bureau of Reclamation. The City's share will be paid by the dedicated Parks and Recreation sales and use tax.		

<i>Does the Project Leverage Non-City Funding?</i>	Yes
<i>Is the leveraged funding committed?</i>	Yes, Bureau of Reclamation Lease Agreement and Cost Share Grant
<i>How much funding is being leveraged?</i>	\$122,000

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	12/31/2022
<i>What is the Timetable for the Project?</i>	The design of the Lake Nighthorse entrance station, water storage and decontamination system, and picnic facilities will be completed in 2021. Construction will be completed in 2022. Final construction drawings are anticipated to be completed in 2021. Bidding and construction will be completed in 2022.

GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	The goal of the project is to complete improvements to Lake Nighthorse Recreation Area in accordance with the approved Lake Nighthorse Conceptual Recreation Plan. This project is
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	consistent with the goals of the adopted 2020 Parks, Open Space, Trails and Recreation Master Plan.
<i>Are there more efficient and effective means to achieve the same outcomes?</i>	No, the design and development of Lake Nighthorse improvements is funded by a grant agreement with the Bureau of Reclamation. The City can secure additional non-federal grant funds to assist with construction project costs in the future.
<i>How does the project contribute toward City Council Goals?</i>	The design and development of Lake Nighthorse Recreation Area is supported by City Council Goals and specifically: GOAL 2: Expand Durango's unique identity as a driver of enhanced quality of life and sense of place; GOAL 3: Improve environmental resiliency and encourage responsible stewardship of natural resources; and GOAL 5: Advance fiscal sustainability and resiliency.

### PRIORITIZATION CRITERIA

<b><i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i></b>	Probably Yes -4
<b><i>Does the project help address health, life and safety concerns within the City?</i></b>	Definitely Yes -5
<b><i>Is the project necessary to provide a minimum level of service to the community?</i></b>	Definitely Yes -5
<b><i>Was significant public engagement provided for in the development of the project?</i></b>	Definitely Yes -5
<b><i>Does the project address specific <a href="#">City Council Goals</a>?</i></b>	Definitely Yes -5
<b><i>Does the project address the Sustainability Action Plan of the City?</i></b>	Definitely Yes -5
<b><i>Does your Department have staff capacity to complete the project if it is funded?</i></b>	Definitely Yes -5
<b><i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i></b>	Definitely Yes -5
<b><i>Has the project been developed as part of a larger scale asset plan?</i></b>	Definitely Yes -5
<b><i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i></b>	Definitely No -1

#### *Background on Prioritization Responses*

The development of Lake Nighthorse Recreation Area is incorporated in the adopted 2020 Parks, Open Space, Trails and Recreation Master Plan, Parks and Recreation Department Strategic Plan, Lake Nighthorse Conceptual Recreation Plan, and identified in the City of Durango Comprehensive Plan.

### ADDITIONAL CRITERIA

<b><i>Does the project provide a positive economic impact to the community?</i></b>	
<b><i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i></b>	Definitely No - 1
<b><i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i></b>	Definitely Yes - 5
<b><i>Does the project improve ADA accessibility in the community?</i></b>	Definitely Yes- 5

#### *Background on Additional Criteria Responses*

Parks and Recreation projects provide a positive economic impact, reducing costs over time, advance diversity, equity, inclusion, and accessibility.

*Provide any additional references, documents or plans of support.*



The adopted 2020 Parks, Open Space, Trails and Recreation Master Plan, 2020-2024 Parks and Recreation Department Strategic Plan, Lake Nighthorse Conceptual Recreation Plan, and City of Durango Comprehensive Plan are located on the City website.

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	SMART 160 Trail East
Parks and Recreation	<i>Funding Source</i>	2015 Half Cent Tax
<i>Project Description</i>		
The project involves the final design and preparation of construction documents for the SMART 160 Trail along U.S. Highway 160 from the Farmington Hill South Durango water tank access drive to the CDOT interchange. Design in 2021 and construction is anticipated in 2023.		

FINANCIAL SECTION

<i>Total Project Cost</i>	\$3,130,000	<i>2021 Project Request</i>	\$405,000
<i>Carry Forward?</i>	No	<i>Carry Forward Request</i>	N/A
<i>Is the project an on-going project?</i>	Yes		
<i>Five Year Operational Costs</i>	\$35,000		
<i>Operating Cost Assumptions</i>	Actual annual maintenance of trails calculated from maintenance costs from 2019. This figure is updated annually.		
<i>What ongoing maintenance costs exist for the project?</i>	\$7,000/year for maintenance		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	Yes. Replacement of trail amenities will be paid by the dedicated Parks and Recreation sales and use tax.		

<i>Does the Project Leverage Non-City Funding?</i>	No
<i>Is the leveraged funding committed?</i>	No
<i>How much funding is being leveraged?</i>	N/A

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	12/31/2023
<i>What is the Timetable for the Project?</i>	The construction of the SMART 160 Trail east is anticipated to be completed in 2023. Final construction drawings are anticipated to be completed in 2021 and identify easement acquisitions required for the development of the trail in 2023.

GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	The goal of the project is to complete the SMART 160 Trail from the Farmington Hill water tank access drive to the CDOT interchange. This project is consistent with the goals of the adopted 2020 Parks, Open Space, Trails and Recreation Master Plan.
<i>Are there more efficient and effective means to achieve the same outcomes?</i>	No, the development of the SMART 160 Trail lacks the completion of this approximate one-mile segment.

<i>How does the project contribute toward City Council Goals?</i>	The design and development of SMART 160 Trail is supported by City Council Goals and specifically: GOAL 2: Expand Durango's unique identity as a driver of enhanced quality of life and sense of place; GOAL 3: Improve environmental resiliency and encourage responsible stewardship of natural resources; and GOAL 5: Advance fiscal sustainability and resiliency.
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### PRIORITIZATION CRITERIA

<b><i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i></b>	Definitely No - 1
<b><i>Does the project help address health, life and safety concerns within the City?</i></b>	Definitely Yes -5
<b><i>Is the project necessary to provide a minimum level of service to the community?</i></b>	Definitely Yes -5
<b><i>Was significant public engagement provided for in the development of the project?</i></b>	Definitely Yes -5
<b><i>Does the project address specific <a href="#">City Council Goals</a>?</i></b>	Definitely Yes -5
<b><i>Does the project address the Sustainability Action Plan of the City?</i></b>	Definitely Yes -5
<b><i>Does your Department have staff capacity to complete the project if it is funded?</i></b>	Definitely Yes -5
<b><i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i></b>	Possibly -3
<b><i>Has the project been developed as part of a larger scale asset plan?</i></b>	Definitely Yes -5
<b><i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i></b>	Possibly -3

<b><i>Background on Prioritization Responses</i></b>
The development of the SMART 160 Trail is incorporated in the adopted 2020 Parks, Open Space, Trails and Recreation Master Plan, Parks and Recreation Department Strategic Plan, and identified in the City of Durango Comprehensive Plan.

### ADDITIONAL CRITERIA

<b><i>Does the project provide a positive economic impact to the community?</i></b>	
<b><i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i></b>	Definitely No - 1
<b><i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i></b>	Definitely Yes - 5
<b><i>Does the project improve ADA accessibility in the community?</i></b>	Definitely Yes - 5

<b><i>Background on Additional Criteria Responses</i></b>
Parks and Recreation projects provide a positive economic impact, reducing costs over time, advance diversity, equity, inclusion and accessibility.
<b><i>Provide any additional references, documents or plans of support.</i></b>
The adopted 2020 Parks, Open Space, Trails and Recreation Master Plan, 2020-2024 Parks and Recreation Department Strategic Plan, and City of Durango Comprehensive Plan are located on the City website.

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	Durango Mesa Park
Parks and Recreation	<i>Funding Source</i>	2015 Half Cent Tax
<i>Project Description</i>		
Conveyance of approximately 592 acres of land to the City of Durango for the Phase 1B development of Durango Mesa Park. Park amenities include a bike park, BMX track, user-specific directional trails, frisbee golf course, dog park, parking, and vault toilet facilities.		

FINANCIAL SECTION

<i>Total Project Cost</i>	\$4,225,000	<i>2021 Project Request</i>	\$2,500,000
<i>Carry Forward?</i>	No	<i>Carry Forward Request</i>	N/A
<i>Is the project an on-going project?</i>	No		
<i>Five Year Operational Costs</i>	\$250,000		
<i>Operating Cost Assumptions</i>	Actual annual maintenance of parks and open space calculated from maintenance costs from 2019. This figure is updated annually.		
<i>What ongoing maintenance costs exist for the project?</i>	\$50,000/year for maintenance		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	Specific park amenities will need to be replaced at the end of its useful life. Replacement of specific park amenities will be paid by the dedicated Parks and Recreation sales and use tax.		

<i>Does the Project Leverage Non-City Funding?</i>	Yes
<i>Is the leveraged funding committed?</i>	Yes
<i>How much funding is being leveraged?</i>	\$1,500,000 from the City, with an equal amount earmarked by the Durango Mesa Park Foundation and La Plata County for shared infrastructure costs.

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	12/31/2022
<i>What is the Timetable for the Project?</i>	Phase 1B development of Durango Mesa Park is estimated to be completed by 12/31/2022. Plan development, bidding, and initiation of Phase 1B construction in 2021. Continuation of construction and project closeout by 12/31/2022.

## GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	The goal of the project is the Phase 1 development of the Durango Mesa Park Area Plan, adopted by the City Council. The development of Durango Mesa Park is also consistent with the goals of the adopted 2020 Parks, Open Space, Trails and Recreation Master Plan.
<i>Are there more efficient and effective means to achieve the same outcomes?</i>	No, this is a once in a lifetime opportunity to develop an iconic venue for the City of Durango in partnership with the Durango Mesa Park Foundation, La Plata County, and the City.
<i>How does the project contribute toward City Council Goals?</i>	The development of Durango Mesa Park is supported by City Council Goals and specifically: GOAL 2: Expand Durango's unique identity as a driver of enhanced quality of life and sense of place; GOAL 3: Improve environmental resiliency and encourage responsible stewardship of natural resources; and GOAL 5: Advance fiscal sustainability and resiliency.

## PRIORITIZATION CRITERIA

<i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i>	Possibly -3
<i>Does the project help address health, life and safety concerns within the City?</i>	Definitely Yes -5
<i>Is the project necessary to provide a minimum level of service to the community?</i>	Definitely Yes -5
<i>Was significant public engagement provided for in the development of the project?</i>	Definitely Yes -5
<i>Does the project address specific <a href="#">City Council Goals</a>?</i>	Definitely Yes -5
<i>Does the project address the Sustainability Action Plan of the City?</i>	Definitely Yes -5
<i>Does your Department have staff capacity to complete the project if it is funded?</i>	Definitely Yes -5
<i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i>	Definitely Yes -5
<i>Has the project been developed as part of a larger scale asset plan?</i>	Definitely Yes -5
<i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i>	Probably No -2

### *Background on Prioritization Responses*

The development of Durango Mesa Park is incorporated in the adopted 2020 Parks, Open Space, Trails and Recreation Master Plan, Parks and Recreation Department Strategic Plan, Durango Mesa Area Plan, and identified in the City of Durango Comprehensive Plan

## ADDITIONAL CRITERIA

<i>Does the project provide a positive economic impact to the community?</i>	
<i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i>	Definitely No - 1
<i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i>	Definitely Yes- 5
<i>Does the project improve ADA accessibility in the community?</i>	Probably Yes- 4

### *Background on Additional Criteria Responses*

Parks and Recreation projects provide a positive economic impact, reducing costs overtime, advance diversity, equity, inclusion and accessibility.

*Provide any additional references, documents or plans of support.*

The adopted 2020 Parks, Open Space, Trails and Recreation Master Plan, 2020-2024 Parks and Recreation Department Strategic Plan, Durango Mesa Area Plan, and City of Durango Comprehensive Plan are located on the City website.

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	Recreation Facility Improvements
Parks and Recreation	<i>Funding Source</i>	2015 Half Cent Tax
<i>Project Description</i>		
Recreation facility upgrades at the Durango Community Recreation Center, Chapman Hill, and Durango Gymnastics. Replacement of the heavily used spin bikes that are at the end of their useful life and the degrading leisure pool castle waterplay feature at the Recreation Center in 2021.		

FINANCIAL SECTION

<i>Total Project Cost</i>	\$1,000,000	<i>2021 Project Request</i>	\$200,000
<i>Carry Forward?</i>	Yes	<i>Carry Forward Request</i>	\$25,000
<i>Is the project an on-going project?</i>	Yes		
<i>Five Year Operational Costs</i>	\$15,000		
<i>Operating Cost Assumptions</i>	Actual operating expenses for the Durango Community Recreation Center, taking into consideration expenditures offset by revenues.		
<i>What ongoing maintenance costs exist for the project?</i>	\$3,000/year for maintenance		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	Yes, the spin bikes and castle were last replaced over 10 years ago. Replacement of recreation facility amenities will be paid by the dedicated Parks and Recreation sales and use tax.		

<i>Does the Project Leverage Non-City Funding?</i>	No
<i>Is the leveraged funding committed?</i>	No
<i>How much funding is being leveraged?</i>	N/A

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	12/31/2021
<i>What is the Timetable for the Project?</i>	The replacement of the spin bikes and leisure pool castle will be completed in 2021. Plan development, bidding, and construction in 2021. Castle replacement will be installed during the annual maintenance week shutdown in August 2021.

GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	The goal of the project is to provide well maintained recreation facilities for the enjoyment of the public. The fitness area and leisure pool generate high visitation numbers, contributing to the cost recovery of the operations of the Durango Community Recreation Center. The replacement
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	of the spin bikes is estimated at \$100,000 and the leisure pool castle is estimated at \$100,000.
<i>Are there more efficient and effective means to achieve the same outcomes?</i>	No, the replacement of the spin bikes will decrease maintenance costs and equipment downtime. The replacement of the castle in the leisure pool will reduce injuries to children due to the current condition of the structure.
<i>How does the project contribute toward City Council Goals?</i>	The recreation facility improvements is supported by City Council Goals and specifically: GOAL 2: Expand Durango's unique identity as a driver of enhanced quality of life and sense of place; GOAL 3: Improve environmental resiliency and encourage responsible stewardship of natural resources; and GOAL 5: Advance fiscal sustainability and resiliency.

### PRIORITIZATION CRITERIA

<b><i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i></b>	Possibly -3
<b><i>Does the project help address health, life and safety concerns within the City?</i></b>	Definitely Yes -5
<b><i>Is the project necessary to provide a minimum level of service to the community?</i></b>	Definitely Yes -5
<b><i>Was significant public engagement provided for in the development of the project?</i></b>	Definitely Yes -5
<b><i>Does the project address specific <a href="#">City Council Goals</a>?</i></b>	Definitely Yes -5
<b><i>Does the project address the Sustainability Action Plan of the City?</i></b>	Probably Yes -4
<b><i>Does your Department have staff capacity to complete the project if it is funded?</i></b>	Definitely Yes -5
<b><i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i></b>	Definitely No -1
<b><i>Has the project been developed as part of a larger scale asset plan?</i></b>	Definitely Yes -5
<b><i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i></b>	Probably No -2

<b><i>Background on Prioritization Responses</i></b>	
Recreation Facility improvements are incorporated in the adopted 2020 Parks, Open Space, Trails and Recreation Master Plan, Parks and Recreation Department Strategic Plan, Durango Mesa Area Plan, and identified in the City of Durango Comprehensive Plan.	

### ADDITIONAL CRITERIA

<b><i>Does the project provide a positive economic impact to the community?</i></b>	
<b><i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i></b>	Possibly - 3
<b><i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i></b>	Definitely Yes - 5
<b><i>Does the project improve ADA accessibility in the community?</i></b>	Probably Yes - 4

<b><i>Background on Additional Criteria Responses</i></b>	
Parks and Recreation projects provide a positive economic impact, reducing costs overtime, advance diversity, equity, inclusion and advance diversity.	
<b><i>Provide any additional references, documents or plans of support.</i></b>	
The adopted 2020 Parks, Open Space, Trails and Recreation Master Plan, 2020-2024 Parks and Recreation Department Strategic Plan, and City of Durango Comprehensive Plan are located on the City website.	



City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	32nd Street Grade-Separated Crossing
Parks and Recreation	<i>Funding Source</i>	2015 Half Cent Tax
<i>Project Description</i>		
The project involves a grade separated crossing of the Animas River Trail at 32nd Street, with an underpass of the trail at 32 <sup>nd</sup> Street and a parallel pedestrian bridge over the Animas River upstream of the 32nd Street vehicular bridge with an at-grade crossing of the railroad tracks. The project would complete the grade separated Animas River Trail connection of Memorial Park and Animas City Park.		

FINANCIAL SECTION

<i>Total Project Cost</i>	\$2,700,000	<i>2021 Project Request</i>	\$2,700,000
<i>Carry Forward?</i>	No	<i>Carry Forward Request</i>	N/A
<i>Is the project an on-going project?</i>	No		
<i>Five Year Operational Costs</i>	\$10,000		
<i>Operating Cost Assumptions</i>	Actual annual maintenance of trails calculated from maintenance costs from 2019. This figure is updated annually.		
<i>What ongoing maintenance costs exist for the project?</i>	\$2,000/year for maintenance		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	Yes. Replacement of trail amenities will be paid by the dedicated Parks and Recreation sales and use tax.		

<i>Does the Project Leverage Non-City Funding?</i>	Yes
<i>Is the leveraged funding committed?</i>	Yes, awarded GOCO Grant
<i>How much funding is being leveraged?</i>	\$472,971 for grade separated crossing; \$692,477.50 pending on GOCO grant reimbursement.

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	12/31/2021
<i>What is the Timetable for the Project?</i>	The construction of the grade separated crossing will be completed in 2021. Final construction drawings for the pedestrian bridge are complete; bidding, and construction in 2021.

GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	The goal of the project is to complete the north extension of the Animas River Trail with a safe grade separated crossing at 32nd Street. This project is consistent with the goals of the adopted 2020 Parks, Open Space, Trails and Recreation Master Plan.
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<i>Are there more efficient and effective means to achieve the same outcomes?</i>	Yes, an at-grade crossing of 32nd Street. However, since 32nd Street is the second busiest City street and 92% of Durango residents using the Animas River Trail annually, a grade separated crossing of the Animas River Trail at 32nd Street is prudent for public safety.
<i>How does the project contribute toward City Council Goals?</i>	The development of Animas River Trail Grade Separated Crossing at 32nd Street is supported by City Council Goals and specifically: GOAL 2: Expand Durango's unique identity as a driver of enhanced quality of life and sense of place; GOAL 3: Improve environmental resiliency and encourage responsible stewardship of natural resources; and GOAL 5: Advance fiscal sustainability and resiliency.

### PRIORITIZATION CRITERIA

<b><i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i></b>	Possibly -3
<b><i>Does the project help address health, life and safety concerns within the City?</i></b>	Definitely Yes -5
<b><i>Is the project necessary to provide a minimum level of service to the community?</i></b>	Definitely Yes -5
<b><i>Was significant public engagement provided for in the development of the project?</i></b>	Definitely Yes -5
<b><i>Does the project address specific <a href="#">City Council Goals</a>?</i></b>	Definitely Yes -5
<b><i>Does the project address the Sustainability Action Plan of the City?</i></b>	Probably Yes -4
<b><i>Does your Department have staff capacity to complete the project if it is funded?</i></b>	Definitely Yes -5
<b><i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i></b>	Definitely Yes -5
<b><i>Has the project been developed as part of a larger scale asset plan?</i></b>	Definitely Yes -5
<b><i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i></b>	Possibly -3

#### *Background on Prioritization Responses*

The development of the Animas River Trail and 32nd Street Grade Separated Crossing is incorporated in the adopted 2020 Parks, Open Space, Trails and Recreation Master Plan, Parks and Recreation Department Strategic Plan, and identified in the City of Durango Comprehensive Plan.

### ADDITIONAL CRITERIA

<b><i>Does the project provide a positive economic impact to the community?</i></b>	
<b><i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i></b>	Possibly - 3
<b><i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i></b>	Definitely - 5
<b><i>Does the project improve ADA accessibility in the community?</i></b>	Definitely - 5

#### *Background on Additional Criteria Responses*

Parks and Recreation provide a positive economic impact, reducing costs overtime, advance diversity, equity, inclusion and accessibility.

#### ***Provide any additional references, documents or plans of support.***

The adopted 2020 Parks, Open Space, Trails and Recreation Master Plan, 2020-2024 Parks and Recreation Department Strategic Plan, and City of Durango Comprehensive Plan are located on the City website.

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	Community Forestry Plan
Parks and Recreation	<i>Funding Source</i>	2015 Half Cent Tax
<i>Project Description</i>		
The project involves the implementation of the Community Forest Management Plan by planting approximately 75 trees annually, irrigation and ground cover.		

FINANCIAL SECTION

<i>Total Project Cost</i>	\$250,000	<i>2021 Project Request</i>	\$50,000
<i>Carry Forward?</i>	Yes	<i>Carry Forward Request</i>	\$25,000
<i>Is the project an on-going project?</i>	Yes		
<i>Five Year Operational Costs</i>	\$15,000		
<i>Operating Cost Assumptions</i>	Actual annual maintenance of trees calculated from maintenance costs from 2019. This figure is updated annually.		
<i>What ongoing maintenance costs exist for the project?</i>	\$3,000/year for maintenance		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	Yes. Replacement of trees is paid by a combination of the General Fund and the dedicated Parks and Recreation sales and use tax.		

<i>Does the Project Leverage Non-City Funding?</i>	No
<i>Is the leveraged funding committed?</i>	No
<i>How much funding is being leveraged?</i>	N/A

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	12/31/2021
<i>What is the Timetable for the Project?</i>	Trees are generally planted in the Spring and Fall annually. Selection of trees in the early Spring from the nursery and planting is completed by year end.

GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	The goal of the project is to implement the adopted Community Forest Management Plan. This project is consistent with the goals of the adopted 2020 Parks, Open Space, Trails and Recreation Master Plan.
<i>Are there more efficient and effective means to achieve the same outcomes?</i>	Yes, trees are also planted in City parks associated with park improvement projects.
<i>How does the project contribute toward City Council Goals?</i>	The implementation of the Community Forest Management Plan and planting trees is supported by City Council Goals and

	specifically: GOAL 2: Expand Durango’s unique identity as a driver of enhanced quality of life and sense of place; GOAL 3: Improve environmental resiliency and encourage responsible stewardship of natural resources; and GOAL 5: Advance fiscal sustainability and resiliency.
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**PRIORITIZATION CRITERIA**

<b>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</b>	Possibly -3
<b>Does the project help address health, life and safety concerns within the City?</b>	Definitely Yes -5
<b>Is the project necessary to provide a minimum level of service to the community?</b>	Definitely Yes -5
<b>Was significant public engagement provided for in the development of the project?</b>	Definitely Yes -5
<b>Does the project address specific <a href="#">City Council Goals</a>?</b>	Definitely Yes -5
<b>Does the project address the Sustainability Action Plan of the City?</b>	Definitely Yes -5
<b>Does your Department have staff capacity to complete the project if it is funded?</b>	Definitely Yes -5
<b>Does the project leverage non-City funding (1=0%; 5=50%+)?</b>	Probably No -2
<b>Has the project been developed as part of a larger scale asset plan?</b>	Definitely Yes -5
<b>If this project moves forward, will it inhibit other priority projects from moving ahead?</b>	Probably No -2

<b><i>Background on Prioritization Responses</i></b>
The Community Forestry Plan is incorporated in the adopted 2020 Parks, Open Space, Trails and Recreation Master Plan, Parks and Recreation Department Strategic Plan, and identified in the City of Durango Comprehensive Plan.

**ADDITIONAL CRITERIA**

<b>Does the project provide a positive economic impact to the community?</b>	
<b>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</b>	Possibly - 3
<b>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</b>	Probably Yes - 4
<b>Does the project improve ADA accessibility in the community?</b>	Probably No - 2

<b><i>Background on Additional Criteria Responses</i></b>
Parks and Recreation Community Forestry Plan provides and positive economic impact, reducing costs over time.
<b><i>Provide any additional references, documents or plans of support.</i></b>
The adopted 2020 Parks, Open Space, Trails and Recreation Master Plan, 2020–2024 Parks and Recreation Department Strategic Plan, Community Forest Management Plan, and City of Durango Comprehensive Plan are located on the City website.

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	30th Street Connect Project Design & Construction
Transportation	<i>Funding Source</i>	2015 Half Cent Sales Tax
<i>Project Description</i>		
<p>In order to address a serious lack of safe pedestrian crossing and transit stop accessibility in the North Main corridor, the City of Durango, in coordination with CDOT Region 5, intends to install ADA curb ramps, a Rectangular Rapid Flashing Beacon (RRFB) and pedestrian refuge at 30th Street and US Highway 550 (North Main Avenue). CDOT will be the fiscal agent overseeing the construction and design.</p>		

FINANCIAL SECTION

<i>Total Project Cost</i>	\$150,000	<i>2021 Project Request</i>	\$0
<i>Carry Forward?</i>	Yes	<i>Carry Forward Request</i>	\$50,000
<i>Is the project an on-going project?</i>	No		
<i>Five Year Operational Costs</i>	\$0; ongoing expenses will be CDOT's purview		
<i>Operating Cost Assumptions</i>	This project is being completed in conjunction with CDOT. As CDOT Region 5 is the pass-through agency for both grant awards, CDOT has agreed to administer the project, and the City will provide the local match amount of \$50,000 directly to CDOT. CDOT engineers will design and execute construction of the project. All future expenses will be incurred by CDOT.		
<i>What ongoing maintenance costs exist for the project?</i>	\$0- all future expenses will be incurred by CDOT.		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	N/A		

<i>Does the Project Leverage Non-City Funding?</i>	Yes
<i>Is the leveraged funding committed?</i>	Yes
<i>How much funding is being leveraged?</i>	\$100,000. The City was awarded a Multimodal Options Fund grant of \$75,000; CDOT was awarded a STIP grant award of \$25,000

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	12/31/2021
<i>What is the Timetable for the Project?</i>	CDOT will design and construct the project during the Spring and Summer of 2021. The City will not be involved in the plan development, bidding, construction or project closeout.

## GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	The 30th Street Connect Project will increase visibility, provide access and connection, reduce traffic speeds, and increase awareness for drivers so that they are more likely to be aware of pedestrians and cyclists making crucial connections to transit facilities, school zones, local businesses, medical facilities, community services, and residential areas.
<i>Are there more efficient and effective means to achieve the same outcomes?</i>	No.
<i>How does the project contribute toward City Council Goals?</i>	<p>5.D. Advance fiscal sustainability and resiliency, as evidenced by expanding economic development opportunities in collaboration with regional stakeholders</p> <p>This project provides an important connection across North Main Avenue, that promotes safe and convenient access to businesses along the corridor. Additionally, this project is a successful collaboration between the City of Durango and CDOT Region 5. The partnership leverages funding opportunities and promotes economic resiliency.</p> <p>4.C. Require and support effective utilization of resources to supply mobility.</p> <p>This project makes good use of resources to make significant improvement to accessibility and mobility options on North Main Avenue.</p>

## PRIORITIZATION CRITERIA

<i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i>	Possibly -3
<i>Does the project help address health, life and safety concerns within the City?</i>	Definitely Yes -5
<i>Is the project necessary to provide a minimum level of service to the community?</i>	Definitely Yes -5
<i>Was significant public engagement provided for in the development of the project?</i>	Probably -4
<i>Does the project address specific <a href="#">City Council Goals</a>?</i>	Definitely Yes -5
<i>Does the project address the Sustainability Action Plan of the City?</i>	Definitely Yes -5
<i>Does your Department have staff capacity to complete the project if it is funded?</i>	Definitely Yes -5
<i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i>	Definitely Yes -5
<i>Has the project been developed as part of a larger scale asset plan?</i>	Definitely Yes -5
<i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i>	Definitely No -1

### *Background on Prioritization Responses*

This project received full support from CDOT, Mountain Middle School, and North BID. It provides a minimum level of service to the community by installing the only safe pedestrian and bicycle crossing on North Main for 5 blocks. The project increases acce

## ADDITIONAL CRITERIA

<b><i>Does the project provide a positive economic impact to the community?</i></b>	
<b><i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i></b>	Definitely - 5
<b><i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i></b>	Definitely - 5
<b><i>Does the project improve ADA accessibility in the community?</i></b>	Definitely - 5

<b><i>Background on Additional Criteria Responses</i></b>
This project will improve ADA accessibility by bringing curb ramps into compliance and providing a safe, accessible crossing of North Main. The project contributes to equal access, improving DEI through inclusion. The project is an affordable and efficient way to address East/West crossing on North Main.
<b><i>Provide any additional references, documents or plans of support.</i></b>
32. This project is identified in the Multimodal Transportation Plan.

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	Camino Crossing Design
Transportation	<i>Funding Source</i>	2015 Half Cent Sales Tax
<i>Project Description</i>		
<p>The Camino Crossing project will provide a safe and convenient connection for pedestrians and cyclists between the Animas River Trail and downtown Durango. With a focus on safety and connectivity, the City contracted a study in fall of 2019 to explore the feasibility of under-, over-, or at-grade crossings at each intersection from 6th Street (College Drive) to 12th Street along Camino del Rio. This project will complete design of a separated-grade crossing of Camino del Rio at 12th Street.</p>		

FINANCIAL SECTION

<i>Total Project Cost</i>	350,000	<i>2021 Project Request</i>	350000
<i>Carry Forward?</i>	No	<i>Carry Forward Request</i>	N/A
<i>Is the project an on-going project?</i>	No		
<i>Five Year Operational Costs</i>	No operational expenses in the next five years. This project is anticipated for construction in 2023.		
<i>Operating Cost Assumptions</i>	\$350,000 is requested for design in 2021. Preliminary construction cost estimates based on the 2020 feasibility study is anticipated to be \$3,700,000.		
<i>What ongoing maintenance costs exist for the project?</i>	No ongoing maintenance costs exist for this project.		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	No		

<i>Does the Project Leverage Non-City Funding?</i>	No
<i>Is the leveraged funding committed?</i>	No
<i>How much funding is being leveraged?</i>	N/A

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	12/31/2022
<i>What is the Timetable for the Project?</i>	Design for Camino Crossing is anticipated to be complete in 2022. The project will go to bid for construction winter of 2022. According to the proposed Five Year (2021-2025) Capital Improvement Projects recommended by the Multimodal Advisory Board, construction of Camino Crossing is scheduled for 2023.

GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	This project satisfies the goals of accessibility, safety, and economic development. The Camino Crossing will provide a safe crossing of Camino del Rio/US 550 for pedestrians and
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	cyclists. It will connect the Animas River Trail to the downtown Central Business District, providing a East-West connection to downtown. This project will satisfy the lack of options for a safe and convenient crossing of Camino del Rio/US 550.
<i>Are there more efficient and effective means to achieve the same outcomes?</i>	The City has pursued a variance to MUTCD warrants that would allow us to install a standard signal at 12th Street and Camino del Rio, as we do not currently meeting the warrants for number of pedestrians, cyclists, and traffic. CDOT has advised that a variance is highly unlikely, if not impossible. As such, the Multimodal Advisory Board recommends that we move forward with a separated-grade crossing at that location, which the 2020 feasibility study identified as the preferred location in the corridor for a crossing.
<i>How does the project contribute toward City Council Goals?</i>	<p>5.D. Advance fiscal sustainability and resiliency, as evidenced by expanding economic development opportunities in collaboration with regional stakeholders Camino Crossing will increase accessibility of downtown businesses. The vocal support of the Business Improvement District for this project indicates opportunity for stakeholder collaboration.</p> <p>4.C. Require and support effective utilization of resources to supply mobility. The Camino Crossing project will provide safe mobility and accessibility opportunities for pedestrians and cyclists.</p> <p>2.B.4. Expand Durango’s unique identity as a driver of enhanced quality of life and sense of place by maintaining and expanding soft and hard-system trail systems. The Camino Crossing will directly extend a spur of the hard surface ART to downtown.</p>

**PRIORITIZATION CRITERIA**

<b><i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i></b>	Probably No -2
<b><i>Does the project help address health, life and safety concerns within the City?</i></b>	Definitely Yes -5
<b><i>Is the project necessary to provide a minimum level of service to the community?</i></b>	Definitely Yes -5
<b><i>Was significant public engagement provided for in the development of the project?</i></b>	Definitely Yes -5
<b><i>Does the project address specific <a href="#">City Council Goals</a>?</i></b>	Definitely Yes -5
<b><i>Does the project address the Sustainability Action Plan of the City?</i></b>	Definitely Yes -5
<b><i>Does your Department have staff capacity to complete the project if it is funded?</i></b>	Definitely Yes -5
<b><i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i></b>	Possibly -3
<b><i>Has the project been developed as part of a larger scale asset plan?</i></b>	Definitely Yes -5
<b><i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i></b>	Possibly -3

*Background on Prioritization Responses*

The project has been identified in the Statewide Regional Transportation Plan through a competitive prioritization process. Staff will be identifying and pursuing grant opportunities to offset the cost. This will help with the prioritization of other pro

#### ADDITIONAL CRITERIA

<b><i>Does the project provide a positive economic impact to the community?</i></b>	
<b><i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i></b>	Definitely - 5
<b><i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i></b>	Definitely - 5
<b><i>Does the project improve ADA accessibility in the community?</i></b>	Definitely - 5

#### ***Background on Additional Criteria Responses***

Camino Crossing will increase access to downtown businesses, thereby having a positive economic impact to the community. The project has the potential to reduce costs over time associated with collisions, police calls, etc. The project is an excellent opportunity to address equal access and improving ADA accessibility across Camino.

#### ***Provide any additional references, documents or plans of support.***

This project is identified in the Multimodal Transportation Plan and the Statewide Regional Transportation Plan.

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	Main Avenue/US 550 Safety and Traffic Calming Study & Design
Transportation	<i>Funding Source</i>	2015 Half Cent Sales Tax
<i>Project Description</i>		
<p>This traffic study and design project will improve pedestrian and cyclist safety and connectivity, as well as improve traffic flow and traffic calming, at 14th, 15th, and 16th Street intersections with US HWY 550 and E 3rd Avenue and Florida Road and 15th Street.</p>		

FINANCIAL SECTION

<i>Total Project Cost</i>	\$150,000	<i>2021 Project Request</i>	\$0
<i>Carry Forward?</i>	Yes	<i>Carry Forward Request</i>	\$150,000
<i>Is the project an on-going project?</i>	No		
<i>Five Year Operational Costs</i>	The preliminary construction estimate is \$2,000,000. There will be no operational expenditures in the next 5 years		
<i>Operating Cost Assumptions</i>	N/A		
<i>What ongoing maintenance costs exist for the project?</i>	N/A		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	N/A		

<i>Does the Project Leverage Non-City Funding?</i>	No
<i>Is the leveraged funding committed?</i>	No
<i>How much funding is being leveraged?</i>	N/A

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	11/30/2021
<i>What is the Timetable for the Project?</i>	Study and design of the project is anticipated to be completed by Fall 2021. Based on the Proposed Five Year 2021-2025 Capital Improvement Project priority recommendation from the Multimodal Advisory Board, construction of the project is currently scheduled for 2025. The project will go to bid in fall or winter of 2024.

GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	The scope of this project will address a lack of connectivity, accessibility, and safe mobility options. The Multimodal Transportation Plan calls for a number of improvements within the scope of this project that will improve safety, bring curbs and sidewalks into compliance with the ADA, address
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	unsafe traffic conditions, and improve mobility options for all road users.
<i>Are there more efficient and effective means to achieve the same outcomes?</i>	No.
<i>How does the project contribute toward City Council Goals?</i>	4.C: Require and support effective utilization of resources to supply mobility. The current condition and roadway configuration does not provide safe and convenient mobility options. Traffic will continue to increase along this corridor, so it is imperative that this project be reconfigured to include mobility options for pedestrians, cyclists, motorists, and users of all ability levels. This project achieves those goals.

### PRIORITIZATION CRITERIA

<b><i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i></b>	Definitely Yes -5
<b><i>Does the project help address health, life and safety concerns within the City?</i></b>	Definitely Yes -5
<b><i>Is the project necessary to provide a minimum level of service to the community?</i></b>	Probably -4
<b><i>Was significant public engagement provided for in the development of the project?</i></b>	Probably No -2
<b><i>Does the project address specific <a href="#">City Council Goals</a>?</i></b>	Definitely Yes -5
<b><i>Does the project address the Sustainability Action Plan of the City?</i></b>	Definitely Yes -5
<b><i>Does your Department have staff capacity to complete the project if it is funded?</i></b>	Definitely Yes -5
<b><i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i></b>	Definitely No -1
<b><i>Has the project been developed as part of a larger scale asset plan?</i></b>	Probably -4
<b><i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i></b>	Definitely No -1

#### *Background on Prioritization Responses*

This project will address ADA compliance requirements. The project address safety and health concerns by improving mobility and accessibility and calming traffic in one of the busiest corridors in Durango. This project is identified in the Multimodal Tran

### ADDITIONAL CRITERIA

<b><i>Does the project provide a positive economic impact to the community?</i></b>	
<b><i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i></b>	Probably - 4
<b><i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i></b>	Definitely - 5
<b><i>Does the project improve ADA accessibility in the community?</i></b>	Definitely - 5

#### *Background on Additional Criteria Responses*

*Provide any additional references, documents or plans of support.*

This project is identified in the Multimodal Transportation Plan.

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	College & 8th Safety Project Construction
Transportation	<i>Funding Source</i>	2015 Half Cent Sales Tax
<i>Project Description</i>		
The College and 8th Safety Project was identified in the Multimodal Transportation Plan as a high priority safety project. The project will calm traffic and improve the safety of all road users along College Drive and 8th Avenue. Design is being completed in 2020, and the Multimodal Advisory Board prioritized construction of the project in 2021.		

FINANCIAL SECTION

<i>Total Project Cost</i>	\$2,100,000	<i>2021 Project Request</i>	\$2,100,000
<i>Carry Forward?</i>	No	<i>Carry Forward Request</i>	N/A
<i>Is the project an on-going project?</i>	No		
<i>Five Year Operational Costs</i>	2021 \$0; 2022 \$0; 2023 \$5000; 2024 \$2000; 2025 \$0		
<i>Operating Cost Assumptions</i>	Ongoing expenditures for this project are limited to replacement of thermoplastic decals and re-striping. These costs are incurred every five to seven years, or as needed. The ongoing cost projection for the five years beyond the 2021 budget and completion of the project is \$7000.		
<i>What ongoing maintenance costs exist for the project?</i>	Thermoplastic decals and re-striping costs		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	Ongoing maintenance expenses into the future, such as thermoplastic replacement, will be paid from the Transportation Services Fund, Multimodal Division.		

<i>Does the Project Leverage Non-City Funding?</i>	Yes
<i>Is the leveraged funding committed?</i>	Yes
<i>How much funding is being leveraged?</i>	Highway Safety Improvement Project grant \$779,877; FASTER grant \$300,000

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	12/31/2021
<i>What is the Timetable for the Project?</i>	This project is currently under design and has passed the Field Inspection Review meeting with CDOT Region 5. Design is anticipated to be complete by December 2020, and will go to bid as early as December 2020. After a contractor is selected, construction will be scheduled for spring 2021 and is anticipated to be completed within one construction season, prior to December 2021. The project will closeout December 2021.

## GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	The College and 8th Safety Project was identified in the Multimodal Transportation Plan as a high priority safety project. A traffic safety study was conducted in 2016, and justified the need for a road reconfiguration to address speed and traffic crash concerns.
<i>Are there more efficient and effective means to achieve the same outcomes?</i>	There is no less expensive or simpler solution that will address the significant safety concerns related to speeding, visibility issues, lack of safe pedestrian and bicycles facilities, lack of ADA-compliant curb ramps, and traffic crashes.
<i>How does the project contribute toward City Council Goals?</i>	This project directly supports City Council goal 4.C: Require & support effective utilization of resources to supply mobility. The project supplies mobility options for all road users along the College Drive and 8th Avenue corridors. This project effectively and efficiently uses City resources by leveraging grant opportunities to offset the financial impact to the City of Durango.

## PRIORITIZATION CRITERIA

<i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i>	Possibly -3
<i>Does the project help address health, life and safety concerns within the City?</i>	Definitely Yes -5
<i>Is the project necessary to provide a minimum level of service to the community?</i>	Definitely Yes -5
<i>Was significant public engagement provided for in the development of the project?</i>	Definitely Yes -5
<i>Does the project address specific <a href="#">City Council Goals</a>?</i>	Definitely Yes -5
<i>Does the project address the Sustainability Action Plan of the City?</i>	Definitely Yes -5
<i>Does your Department have staff capacity to complete the project if it is funded?</i>	Definitely Yes -5
<i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i>	Definitely Yes -5
<i>Has the project been developed as part of a larger scale asset plan?</i>	Definitely Yes -5
<i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i>	Definitely No -1

### *Background on Prioritization Responses*

The project was identified as a high priority safety concern during a substantial public process that developed the Multimodal Transportation Plan in 2012, as well as the Plan's update in 2016. There is an ongoing public process throughout the design phas

## ADDITIONAL CRITERIA

<i>Does the project provide a positive economic impact to the community?</i>	
<i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i>	Probably - 4
<i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i>	Definitely - 5
<i>Does the project improve ADA accessibility in the community?</i>	Definitely - 5

### *Background on Additional Criteria Responses*

Businesses along the corridor will benefit from greater access to their business, and increased bicycle and pedestrian traffic. This project brings College Drive and 8th Avenue into compliance with the ADA by improving every curb ramp. Traffic signal upgrades and bicycle/pedestrian improvements at intersections will improve the usability for road users of all modes and abilities.

*Provide any additional references, documents or plans of support.*

See descriptions above related to Multimodal Transportation Plan, ADA Transition Plan for Transit, and Sustainability Action Plan.

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	2035 : Lift Station Generator Replacements
Utilities	<i>Funding Source</i>	Sewer Enterprise Funds
<i>Project Description</i>		
Install dedicated emergency generators and automatic power transfer equipment on each sewer lift station. Have procured generator and working on agreement with property owner for easement expansion at Lower Animas LS and electrical engineering design. Installation will be bid thereafter.		

FINANCIAL SECTION

<i>Total Project Cost</i>	490632	<i>2021 Project Request</i>	\$ -
<i>Carry Forward?</i>	Yes	<i>Carry Forward Request</i>	440378.55
<i>Is the project an on-going project?</i>	No		
<i>Five Year Operational Costs</i>	\$2000; \$2000; \$2000; \$2000; \$2000		
<i>Operating Cost Assumptions</i>	Operating costs include Cummins maintenance as well as fueling of the stations.		
<i>What ongoing maintenance costs exist for the project?</i>	We have an ongoing maintenance agreement with Cummins for our generators and they are field tested by staff when conducting weekly work on lift stations.		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	Yes, generators have a minimum of a 10 year lifespan, with longer life expected out of the assets. As these are design requirements from CDPHE for lift stations, replacement will be required for ongoing lift station permitting. Sewer rate revenue is assumed to pay for the replacement in the future.		

<i>Does the Project Leverage Non-City Funding?</i>	No
<i>Is the leveraged funding committed?</i>	
<i>How much funding is being leveraged?</i>	

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	11/26/2021
<i>What is the Timetable for the Project?</i>	Following the negotiations with the land owner and coming to agreement, design can be completed relatively quickly and installation should be completed quickly as well. The construction should be done by October and closeout would be done by the close of 2021.

GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	This project allows for backup power and operation of the lift stations throughout our system, avoiding sewer backups and spills in the event of an outage. This meets our goals of compliance with our discharge permit with the State.
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<i>Are there more efficient and effective means to achieve the same outcomes?</i>	No, with the presence of lift stations no other backup method is as effective as generator power to run the system in the case of an outage.
<i>How does the project contribute toward City Council Goals?</i>	This project provides for efficient operation of the sewer collections system (CG#4) by keeping the system functioning during power outages and avoiding overflows which are harmful to personal and environmental health.

#### PRIORITIZATION CRITERIA

<b><i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i></b>	Probably -4
<b><i>Does the project help address health, life and safety concerns within the City?</i></b>	Definitely Yes -5
<b><i>Is the project necessary to provide a minimum level of service to the community?</i></b>	Probably -4
<b><i>Was significant public engagement provided for in the development of the project?</i></b>	Definitely No -1
<b><i>Does the project address specific <a href="#">City Council Goals</a>?</i></b>	Probably -4
<b><i>Does the project address the Sustainability Action Plan of the City?</i></b>	Probably No -2
<b><i>Does your Department have staff capacity to complete the project if it is funded?</i></b>	Probably -4
<b><i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i></b>	Definitely No -1
<b><i>Has the project been developed as part of a larger scale asset plan?</i></b>	Possibly -3
<b><i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i></b>	Definitely No -1

<b><i>Background on Prioritization Responses</i></b>	
The project is a design criteria requirement of ongoing permitting for lift stations. At the time a lift station needs to be replaced, these requirements are included as part of any replacements. The backup power avoids sewer spills and allows for continu	

#### ADDITIONAL CRITERIA

<b><i>Does the project provide a positive economic impact to the community?</i></b>	
<b><i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i></b>	Probably - 4
<b><i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i></b>	Definitely No - 1
<b><i>Does the project improve ADA accessibility in the community?</i></b>	Definitely No - 1

<b><i>Background on Additional Criteria Responses</i></b>	
<b><i>Provide any additional references, documents or plans of support.</i></b>	

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	2031 : Lift Station Replacement
Utilities	<i>Funding Source</i>	Sewer Enterprise Funds
<i>Project Description</i>		
<p>An Ongoing project to rehabilitate and replace lift stations within the City of Durango. The City owns and operates 17 lift stations to pump sewage to the SRWRF facility. Ongoing maintenance and replacement of pumps, flow control structures, vaults and other items is necessary. We have advanced the design for replacement of two lift stations (Upper Ramada and Lightner Creek) both of which have run into right of way or other design issues. The design development of the priority lift station (Upper Ramada) will be moved toward completion and implementation in 2021.</p>		

FINANCIAL SECTION

<i>Total Project Cost</i>	1860000	<i>2021 Project Request</i>	850000
<i>Carry Forward?</i>	Yes	<i>Carry Forward Request</i>	60000
<i>Is the project an on-going project?</i>	Yes		
<i>Five Year Operational Costs</i>	\$5000; \$5000; \$5200; \$5500; \$5700		
<i>Operating Cost Assumptions</i>	Operating expenses include estimates of energy costs and parts for each lift station. These may be reduced with new and rehabilitated stations both being more efficient and having reduced parts costs.		
<i>What ongoing maintenance costs exist for the project?</i>	\$5000/ year - Ongoing maintenance is required and we have assumed 2 hours of time per week which is currently the approximate effort at each lift station. These costs will be reduced with new and rehabilitated systems avoiding additional overtime expenses and emergency calls.		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	Unless alternative services are identified, each lift station will need to be replaced at the end of its useful life. We are at the end of many station's useful lives and we continue to operate the older stations successfully. It is assumed that sewer rate revenue will be used for lift station replacements.		

<i>Does the Project Leverage Non-City Funding?</i>	No
<i>Is the leveraged funding committed?</i>	
<i>How much funding is being leveraged?</i>	

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	10/29/2021
<i>What is the Timetable for the Project?</i>	We are currently navigating right of way approval from the Durango & Silverton Narrow Gauge Railway to move ahead in the design process and approval from CDPHE. Once all of the design and permitting is

	complete, we can expect construction to be complete in a full quarter and are hoping to get this done by November of 2021.
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## GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	Ongoing investment into infrastructure is critical for continued operation of the collections system. Rehabilitation of lift stations is a component of this and have been identified as part of our Collections System Assessment of assets.
<i>Are there more efficient and effective means to achieve the same outcomes?</i>	Elimination of lift stations is the best way, however hydraulic grade does not allow for this in most cases so replacement is necessary.
<i>How does the project contribute toward City Council Goals?</i>	This project works to provide efficient effective sanitary sewer service (CG#4) by reinvesting in our infrastructure.

## PRIORITIZATION CRITERIA

<b><i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i></b>	Probably -4
<b><i>Does the project help address health, life and safety concerns within the City?</i></b>	Definitely Yes -5
<b><i>Is the project necessary to provide a minimum level of service to the community?</i></b>	Definitely Yes -5
<b><i>Was significant public engagement provided for in the development of the project?</i></b>	Probably No -2
<b><i>Does the project address specific <a href="#">City Council Goals</a>?</i></b>	Definitely Yes -5
<b><i>Does the project address the Sustainability Action Plan of the City?</i></b>	Probably No -2
<b><i>Does your Department have staff capacity to complete the project if it is funded?</i></b>	Probably -4
<b><i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i></b>	Definitely No -1
<b><i>Has the project been developed as part of a larger scale asset plan?</i></b>	Definitely Yes -5
<b><i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i></b>	Probably No -2

<b><i>Background on Prioritization Responses</i></b>
Each lift station is monitored and permitted through CDPHE, and reinvestment limits risk of failure of these critical junctures in the system. Without these systems, areas within the City would not be able to have central sanitary sewer services. The effo

## ADDITIONAL CRITERIA

<b><i>Does the project provide a positive economic impact to the community?</i></b>	
<b><i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i></b>	Probably - 4
<b><i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i></b>	Definitely No - 1
<b><i>Does the project improve ADA accessibility in the community?</i></b>	Definitely No - 1

<b><i>Background on Additional Criteria Responses</i></b>
<b><i>Provide any additional references, documents or plans of support.</i></b>

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	2043 : Fiber Upgrade and Expansion
Utilities	<i>Funding Source</i>	Sewer Enterprise Funds
<i>Project Description</i>		
Expand fiber optic and other telemetry for sewer collections and treatment system communications. 2020 completing the fiber Conduit under the ART north, Remaining dollars will pull fiber and used in planning to reach the Upper Ramada Lift Station.		

FINANCIAL SECTION

<i>Total Project Cost</i>	221013	<i>2021 Project Request</i>	100000
<i>Carry Forward?</i>	Yes	<i>Carry Forward Request</i>	21013
<i>Is the project an on-going project?</i>	Yes		
<i>Five Year Operational Costs</i>	No additional operating expenditures are assumed with this project.		
<i>Operating Cost Assumptions</i>	No direct increase of operational expenditures are assumed as the new equipment will provide efficiency and better connectivity in that monitoring and potentially provide efficiencies thereby.		
<i>What ongoing maintenance costs exist for the project?</i>	No ongoing maintenance costs are assumed with fiber connectivity.		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	The project may need to be replaced, but the useful life of fiber is extensive and will likely last longer than the existing lift stations being connected through the system. At such time, sewer rate revenue will be used for replacement.		

<i>Does the Project Leverage Non-City Funding?</i>	No
<i>Is the leveraged funding committed?</i>	
<i>How much funding is being leveraged?</i>	

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	12/31/2021
<i>What is the Timetable for the Project?</i>	We are completing the conduit line under the Animas River North trail, and including the line under future sections or ahead of future sections of the ART North is desired. If negotiations with the railroad can be completed, we are hopeful to conduct the work by the close of 2021.

GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	Expanding fiber connectivity to each of our lift stations provides a more reliable connection to monitor the stations and their operation. This reliability contributes toward the ability to ensure their function and avoid sanitary sewer overflows.
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<i>Are there more efficient and effective means to achieve the same outcomes?</i>	We currently use radio communications which are a cheaper option, but are less reliable with more downtime which requires additional monitoring.
<i>How does the project contribute toward City Council Goals?</i>	The project works to achieve connectivity and more effectively use our sewer system resources (CG#4).

### PRIORITIZATION CRITERIA

<b><i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i></b>	Possibly -3
<b><i>Does the project help address health, life and safety concerns within the City?</i></b>	Definitely Yes -5
<b><i>Is the project necessary to provide a minimum level of service to the community?</i></b>	Possibly -3
<b><i>Was significant public engagement provided for in the development of the project?</i></b>	Definitely No -1
<b><i>Does the project address specific <a href="#">City Council Goals</a>?</i></b>	Possibly -3
<b><i>Does the project address the Sustainability Action Plan of the City?</i></b>	Definitely No -1
<b><i>Does your Department have staff capacity to complete the project if it is funded?</i></b>	Probably -4
<b><i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i></b>	Definitely No -1
<b><i>Has the project been developed as part of a larger scale asset plan?</i></b>	Possibly -3
<b><i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i></b>	Definitely No -1

<b><i>Background on Prioritization Responses</i></b>
More reliable connectivity does meet CDPHE design guidelines, however we are meeting them currently with our radio links. Keeping the lift stations in operation is an absolute priority to avoid health and environmental damage of sanitary sewer overflows.

### ADDITIONAL CRITERIA

<b><i>Does the project provide a positive economic impact to the community?</i></b>	
<b><i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i></b>	Possibly - 3
<b><i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i></b>	Definitely No - 1
<b><i>Does the project improve ADA accessibility in the community?</i></b>	Definitely No - 1

<b><i>Background on Additional Criteria Responses</i></b>
<b><i>Provide any additional references, documents or plans of support.</i></b>

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	2044 : Collection System Flow Monitoring and Control Syst	
Utilities	<i>Funding Source</i>	Sewer Enterprise Funds	
<i>Project Description</i>			
Installation of flow meters at strategic locations in the sewer collection system with SCADA integration provides system operational data and will alarm conditions indicating excessive or lower flows. This information can aid in maintenance and emergency response of system events. Currently installing magnetic meter at Island Cove Lift Station. Remaining funds are being used to program scada for flow estimates in each connected lift station.			

FINANCIAL SECTION

<i>Total Project Cost</i>	75000	<i>2021 Project Request</i>	\$ -
<i>Carry Forward?</i>	Yes	<i>Carry Forward Request</i>	75000
<i>Is the project an on-going project?</i>	No		
<i>Five Year Operational Costs</i>	\$500; \$500; \$500; \$500; \$500;		
<i>Operating Cost Assumptions</i>	Operating expenditures are limited to troubleshooting as needed with technical consultants. These are occasional limited in scope and typically take less than 3 hours of time to complete.		
<i>What ongoing maintenance costs exist for the project?</i>	Ongoing maintenance is included with our lift station inspection and is limited on these items.		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	Most flow monitoring is done through the SCADA system which are long lasting items. Rehab or replacement at the end of the useful life will utilize sewer fee revenue for such efforts.		

<i>Does the Project Leverage Non-City Funding?</i>	No
<i>Is the leveraged funding committed?</i>	
<i>How much funding is being leveraged?</i>	

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	8/27/2021
<i>What is the Timetable for the Project?</i>	We are currently working with our technical consultant on code modifications based on calculations of flow. Once perfected, roll-out across all lift stations can be done relatively quickly, and we are looking to complete the effort by mid summer.

GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	Better understanding of our sanitary basins, amounts and timing of flow provide a better understanding of the functions of our system to improve our operations.
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<i>Are there more efficient and effective means to achieve the same outcomes?</i>	We are working to use our existing tools to provide data that otherwise would need to be metered. This is in an effort to be as efficient and effective as possible.
<i>How does the project contribute toward City Council Goals?</i>	This project provides us additional data to inform our operation and more effectively monitor and maintain the system (CG#4).

**PRIORITIZATION CRITERIA**

<b><i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i></b>	Probably No -2
<b><i>Does the project help address health, life and safety concerns within the City?</i></b>	Probably -4
<b><i>Is the project necessary to provide a minimum level of service to the community?</i></b>	Possibly -3
<b><i>Was significant public engagement provided for in the development of the project?</i></b>	Definitely No -1
<b><i>Does the project address specific <a href="#">City Council Goals</a>?</i></b>	Probably -4
<b><i>Does the project address the Sustainability Action Plan of the City?</i></b>	Possibly -3
<b><i>Does your Department have staff capacity to complete the project if it is funded?</i></b>	Probably -4
<b><i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i></b>	Definitely No -1
<b><i>Has the project been developed as part of a larger scale asset plan?</i></b>	Definitely No -1
<b><i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i></b>	Definitely No -1

<b><i>Background on Prioritization Responses</i></b>
This project will allow for better understanding of flow within the system, and allow us to amend our operational procedures to optimize efforts. This can result in amending how we program lift stations, clean sewer lines and work within our collections s

**ADDITIONAL CRITERIA**

<b><i>Does the project provide a positive economic impact to the community?</i></b>	
<b><i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i></b>	Possibly - 3
<b><i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i></b>	Definitely No - 1
<b><i>Does the project improve ADA accessibility in the community?</i></b>	Definitely No - 1

<b><i>Background on Additional Criteria Responses</i></b>
<b><i>Provide any additional references, documents or plans of support.</i></b>

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	2056 : Santa Rita Utilities Administration Building
Utilities	<i>Funding Source</i>	Sewer Enterprise Funds
<i>Project Description</i>		
Complete design, bid and construction of the Santa Rita Utilities Administration Building and Vactor Truck Garage; designed as part of the SRWRF and as part of the SRWRF rebuild and City Utilities Department plan, an administrative building was designed to provide for space and amenities necessary at a central location (lab services, office, shop and other space). The Vactor Truck Garage also provides space for storage and deployment of those resources. With contract completion in December, closeout activity will carry forward into new year.		

FINANCIAL SECTION

<i>Total Project Cost</i>	491732.35	<i>2021 Project Request</i>	\$ -
<i>Carry Forward?</i>	Yes	<i>Carry Forward Request</i>	491732.35
<i>Is the project an on-going project?</i>	No		
<i>Five Year Operational Costs</i>	73228; 75424.84; 77687.58; 80018.21; 82418.75		
<i>Operating Cost Assumptions</i>	Operating expenditures included \$8 per square foot per year divided between the Water and Sewer funds. An inflation factor of 3% is added for out years. We are assuming a reduction in cost allocation for facilities with the move to dedicated Utilities office space which will buy down these operating expenditures by some measure		
<i>What ongoing maintenance costs exist for the project?</i>	Ongoing maintenance costs for this project include all grounds, maintenance of the facility and improvements.		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	The office building will need to be replaced or rehabilitated at the end of its useful life, however it is expected to provide an extended useful life and be a long term asset for the City.		

<i>Does the Project Leverage Non-City Funding?</i>	No
<i>Is the leveraged funding committed?</i>	
<i>How much funding is being leveraged?</i>	

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	3/31/2021
<i>What is the Timetable for the Project?</i>	The construction is expected to be complete by the end of 2020 but project closeout will likely extend into the 2021 year.



## GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	This facility was developed as part of the overall Santa Rita Water Reclamation Facility plan to provide necessary laboratory space, operational, and office space for centrally locating Utilities staff.
<i>Are there more efficient and effective means to achieve the same outcomes?</i>	No.
<i>How does the project contribute toward City Council Goals?</i>	The project will allow for effective utilization of water and sewer resources (CG#4) by providing efficiencies of being centrally located and co-locating our wastewater treatment and collections/distribution staff.

## PRIORITIZATION CRITERIA

<i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i>	Probably No -2
<i>Does the project help address health, life and safety concerns within the City?</i>	Possibly -3
<i>Is the project necessary to provide a minimum level of service to the community?</i>	Probably No -2
<i>Was significant public engagement provided for in the development of the project?</i>	Definitely Yes -5
<i>Does the project address specific <a href="#">City Council Goals</a>?</i>	Possibly -3
<i>Does the project address the Sustainability Action Plan of the City?</i>	Possibly -3
<i>Does your Department have staff capacity to complete the project if it is funded?</i>	Definitely Yes -5
<i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i>	Definitely No -1
<i>Has the project been developed as part of a larger scale asset plan?</i>	Probably -4
<i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i>	Definitely No -1

### *Background on Prioritization Responses*

This project was part of significant public outreach and design charettes and review to develop the overall Santa Rita WRF plan. The project will be all but closed out by the 2021 year and is part of the overall plan for housing department staff in the sa

## ADDITIONAL CRITERIA

<i>Does the project provide a positive economic impact to the community?</i>	
<i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i>	Possibly - 3
<i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i>	Definitely No - 1
<i>Does the project improve ADA accessibility in the community?</i>	Definitely - 5

### *Background on Additional Criteria Responses*

The project has provided local construction labor which has provided a positive economic impact to the community. The new facility has been designed to be efficient and will mitigate ongoing operational costs. The entire facility does provide for ADA compliance including building and bathroom access.

*Provide any additional references, documents or plans of support.*

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	Santa Rita Park Volleyball and Basketball Court Construction
Utilities	<i>Funding Source</i>	Sewer Enterprise Funds
<i>Project Description</i>		
This project is to replace the dislocated amenities from the construction of the SRWRF facility. Construction drawings are being completed by DHM design for locating the Basketball and Volleyball courts at the Santa Rita Park Site.		

FINANCIAL SECTION

<i>Total Project Cost</i>	300000	<i>2021 Project Request</i>	300000
<i>Carry Forward?</i>	No	<i>Carry Forward Request</i>	
<i>Is the project an on-going project?</i>	No		
<i>Five Year Operational Costs</i>	No operational expenditures are assumed for this project.		
<i>Operating Cost Assumptions</i>	The utilities department does not assume any operating expenses for these park amenities. Parks and Recreation have operated the previous basketball and volleyball courts for a number of years, and assume similar maintenance burdens for lighting, recreational item needs.		
<i>What ongoing maintenance costs exist for the project?</i>	As mentioned previously ongoing maintenance should be minimal with some lighting, cleaning, and replacement of worn out recreational items.		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	The useful life of each should extend over 30 to 50 years or more. Depending on park redevelopment plans, the amenities may or may not be replaced. At that point in time, replacement would utilize parks and recreation resources.		

<i>Does the Project Leverage Non-City Funding?</i>	No
<i>Is the leveraged funding committed?</i>	
<i>How much funding is being leveraged?</i>	

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	9/30/2021
<i>What is the Timetable for the Project?</i>	We are expecting construction documentation for these assets in the fall of 2020 and can work through the required bid procedures and construct the items by the end of summer 2021.

GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	The goals of the project are to replace the previously dislocated amenities. Our department is proposing these efforts in our partnership at Santa Rita Park and to complete our project as it was designed.
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<i>Are there more efficient and effective means to achieve the same outcomes?</i>	There may be more efficient means of achieving recreational results, however the available resources to complete these amenities within this location drive their reconstruction within the campus.
<i>How does the project contribute toward City Council Goals?</i>	This project enhances Durango's sense of place by redeveloping robust recreational amenities at Santa Rita Park (CG#2).

### PRIORITIZATION CRITERIA

<b><i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i></b>	Definitely No -1
<b><i>Does the project help address health, life and safety concerns within the City?</i></b>	Possibly -3
<b><i>Is the project necessary to provide a minimum level of service to the community?</i></b>	Probably No -2
<b><i>Was significant public engagement provided for in the development of the project?</i></b>	Probably -4
<b><i>Does the project address specific <a href="#">City Council Goals</a>?</i></b>	Probably -4
<b><i>Does the project address the Sustainability Action Plan of the City?</i></b>	Definitely No -1
<b><i>Does your Department have staff capacity to complete the project if it is funded?</i></b>	Probably -4
<b><i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i></b>	Definitely No -1
<b><i>Has the project been developed as part of a larger scale asset plan?</i></b>	Possibly -3
<b><i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i></b>	Definitely No -1

<b><i>Background on Prioritization Responses</i></b>
The project contributes toward good health and wellness within our community, and provides specific recreational amenities within the City. The overall process of developing the SRWRF plan included locating some of these amenities, but additional efforts

### ADDITIONAL CRITERIA

<b><i>Does the project provide a positive economic impact to the community?</i></b>	
<b><i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i></b>	Probably No - 2
<b><i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i></b>	Possibly - 3
<b><i>Does the project improve ADA accessibility in the community?</i></b>	Definitely - 5

<b><i>Background on Additional Criteria Responses</i></b>
<b><i>Provide any additional references, documents or plans of support.</i></b>

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	SRWRF Digester 1 Interior Coating Rehabilitation
Utilities	<i>Funding Source</i>	Sewer Enterprise Funds
<i>Project Description</i>		
<p>The interior of Digester 1 was inspected as part of the reconstruction of the Santa Rita Water Reclamation Facility. At that time, the interior coating was found to be in “good” shape, but would need rehabilitation within a 2 to 3 year timeframe. Recently there has been evidence of a leaking cap on that digester which precipitates the need to re-line the system sooner rather than later. The cost to line the new Digester 2 came in at approximately \$195,000, however with the removal of the existing coating which has been identified to contain both lead and significant amounts of cadmium will cause additional hazard and disposal costs. We are estimating this project to cost \$380,000.</p>		

FINANCIAL SECTION

<i>Total Project Cost</i>	380000	<i>2021 Project Request</i>	380000
<i>Carry Forward?</i>	No	<i>Carry Forward Request</i>	
<i>Is the project an on-going project?</i>	No		
<i>Five Year Operational Costs</i>	No additional expenditures are expected for this maintenance project.		
<i>Operating Cost Assumptions</i>	As we currently operate the digester in tandem with digester 2, additional operating expenditures are not expected and are not included.		
<i>What ongoing maintenance costs exist for the project?</i>	Once lined, ongoing maintenance is minimal for digester coating. Occasional draining, washdown and inspection is all that is necessary.		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	Liners for digesters are expected to last between 10 and 20 years. Maintaining both low costs in operating budgets as well as rates which maintain a positive operating ratio will allow us to fund the replacement of this liner when needed.		

<i>Does the Project Leverage Non-City Funding?</i>	No
<i>Is the leveraged funding committed?</i>	
<i>How much funding is being leveraged?</i>	

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	11/30/2021
<i>What is the Timetable for the Project?</i>	<p>We expect to complete evaluation of previously developed information and bid documentation prior to the end of the 1st quarter of 2021. Bidding will take approximately six weeks, and material preparation and staging will take an additional 4 weeks. Construction is expected to take approximately 1 month and project closeout will take an additional 2 weeks. In total, bidding in April will allow us to complete the project at approximately mid-August 2021.</p>

## GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	
<i>Are there more efficient and effective means to achieve the same outcomes?</i>	Methane capture works to meet our overall sustainability goals and provides for a more efficient process and will allow for cost savings by reducing energy consumption.
<i>How does the project contribute toward City Council Goals?</i>	This project contributes toward methane generation and energy production at the plant, helping to address the recapture of gasses otherwise released as part of the treatment process and attaining in part the responsible stewardship of resources (3.A.2; 3.A.3). Further the project addresses needed improvements for the SRWRF and Sewer System to maintain and extend the useful life of the process and facility as a whole (4.B.3).

## PRIORITIZATION CRITERIA

<b><i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i></b>	Probably No -2
<b><i>Does the project help address health, life and safety concerns within the City?</i></b>	Possibly -3
<b><i>Is the project necessary to provide a minimum level of service to the community?</i></b>	Possibly -3
<b><i>Was significant public engagement provided for in the development of the project?</i></b>	Probably -4
<b><i>Does the project address specific <a href="#">City Council Goals</a>?</i></b>	Definitely Yes -5
<b><i>Does the project address the Sustainability Action Plan of the City?</i></b>	Probably -4
<b><i>Does your Department have staff capacity to complete the project if it is funded?</i></b>	Definitely Yes -5
<b><i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i></b>	Definitely No -1
<b><i>Has the project been developed as part of a larger scale asset plan?</i></b>	Definitely No -1
<b><i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i></b>	Definitely No -1

<b><i>Background on Prioritization Responses</i></b>
As previously discussed, the project addresses specific council goals. Additionally it is an important project that staff will have the capacity to manage when it takes place. It does not leverage any additional funding, is not part of a larger asset plan

## ADDITIONAL CRITERIA

<b><i>Does the project provide a positive economic impact to the community?</i></b>	Probably - 4
<b><i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i></b>	Definitely No - 1
<b><i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i></b>	No.
<b><i>Does the project improve ADA accessibility in the community?</i></b>	

<b><i>Background on Additional Criteria Responses</i></b>
<b><i>Provide any additional references, documents or plans of support.</i></b>

The operation of a second digester harnesses methane generated by our wastewater treatment and is used in a turbine to make electricity reducing energy costs to the City.

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	Treatment Complex Basement Leak Mitigation
Utilities	<i>Funding Source</i>	Sewer Enterprise funds
<i>Project Description</i>		
After rehab of the existing final clarifiers was completed and the tanks were re-filled, leaks which existed previously appeared to be accelerated. Material was being transported through the leaks, so the decision was made to empty those basins. While they can be operated for periods of time, to remedy the issue the injection of concrete sealant is needed.		

FINANCIAL SECTION

<i>Total Project Cost</i>	60000	<i>2021 Project Request</i>	60000
<i>Carry Forward?</i>	No	<i>Carry Forward Request</i>	
<i>Is the project an on-going project?</i>	No		
<i>Five Year Operational Costs</i>	No additional operational costs are associated with the project.		
<i>Operating Cost Assumptions</i>	This project is solely to provide for concrete sealant and possible concrete mitigation in the basement of the Treatment Complex at the SRWRF. Operational costs are not associated with this work.		
<i>What ongoing maintenance costs exist for the project?</i>	No ongoing maintenance is expected.		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	The concrete sealant will provide for a longer life in the basins avoiding seepage and material transport. The useful lives of the tanks will be 30 to 50 years, and at that point sewer enterprise funds will be used for a replacement option.		

<i>Does the Project Leverage Non-City Funding?</i>	No
<i>Is the leveraged funding committed?</i>	
<i>How much funding is being leveraged?</i>	

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	5/28/2021
<i>What is the Timetable for the Project?</i>	The project is relatively simple, and can be completed within the first six months of the year.

GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	The overall goal is to maintain our new assets within the SRWRF and ensure a long and effective useful life.
<i>Are there more efficient and effective means to achieve the same outcomes?</i>	No.

<i>How does the project contribute toward City Council Goals?</i>	The project contributes toward an effective and efficient sewer treatment system operation, that meets permit limits and invests in our assets (CG#4).
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#### PRIORITIZATION CRITERIA

<b><i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i></b>	Definitely Yes -5
<b><i>Does the project help address health, life and safety concerns within the City?</i></b>	Probably -4
<b><i>Is the project necessary to provide a minimum level of service to the community?</i></b>	Definitely Yes -5
<b><i>Was significant public engagement provided for in the development of the project?</i></b>	Probably No -2
<b><i>Does the project address specific <a href="#">City Council Goals</a>?</i></b>	Probably -4
<b><i>Does the project address the Sustainability Action Plan of the City?</i></b>	Definitely No -1
<b><i>Does your Department have staff capacity to complete the project if it is funded?</i></b>	Definitely Yes -5
<b><i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i></b>	Definitely No -1
<b><i>Has the project been developed as part of a larger scale asset plan?</i></b>	Definitely No -1
<b><i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i></b>	Definitely No -1

<b><i>Background on Prioritization Responses</i></b>	
The project helps ensure we are able to operate final clarifiers and effectively treat effluent as we continue to grow. The technical nature of the project did not include involvement of the public, but addresses goals and speaks to the overall redevelopment	

#### ADDITIONAL CRITERIA

<b><i>Does the project provide a positive economic impact to the community?</i></b>	
<b><i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i></b>	Definitely - 5
<b><i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i></b>	Definitely No - 1
<b><i>Does the project improve ADA accessibility in the community?</i></b>	Definitely No - 1

<b><i>Background on Additional Criteria Responses</i></b>	
The project ensures our capacity to treat wastewater which undoubtedly allows economic opportunity in the community. Further the project will avoid maintenance and concrete issues in the future, avoiding those costs.	
<b><i>Provide any additional references, documents or plans of support.</i></b>	



City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	2016 : In Situ Sewer Line and Manhole Repair and Replacement
Utilities	<i>Funding Source</i>	Sewer Enterprise Funds
<i>Project Description</i>		
Ongoing program to line existing sewer pipelines and rehabilitate manholes throughout the City based on the Collection System Assessment currently in progress. Pipelines that are generally structurally sound may be rehabbed to minimize impacts and extend useful life where others may be fully replaced. The same can be said for manhole rehab and replacement.		

FINANCIAL SECTION

<i>Total Project Cost</i>	3963426.87	<i>2021 Project Request</i>	700000
<i>Carry Forward?</i>	Yes	<i>Carry Forward Request</i>	881000
<i>Is the project an on-going project?</i>	Yes		
<i>Five Year Operational Costs</i>	No additional expenditures are expected, and there may be a reduction in costs with fewer emergency issues.		
<i>Operating Cost Assumptions</i>	We incur costs to maintain the existing pipe, as the CIP project is replacing old pipe and manholes with new or rehabilitated segments reduced maintenance costs may be expected.		
<i>What ongoing maintenance costs exist for the project?</i>	Ongoing maintenance is included in our operating expenditure assumptions with cleaning of lines and manholes on a 3 year rotational schedule.		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	Yes, pipe and manhole replacement is a continual process and short of abandonment of any particular segment of line, it will need to be replaced anywhere between 30 and 80 year time frame depending on conditions and materials. It is assumed these replacements will be funded through rate payments.		

<i>Does the Project Leverage Non-City Funding?</i>	No
<i>Is the leveraged funding committed?</i>	
<i>How much funding is being leveraged?</i>	

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	11/19/2021
<i>What is the Timetable for the Project?</i>	We are initiating engineering design in the fall of 2020 with the intention of bidding out a scope of work for the project in winter/spring time period and looking for construction in spring and summer. The areas of the project may need to be broken down into segments.

## GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	This effort is an ongoing infrastructure improvement process guided by the collections system assessment which evaluates the condition of pipe. The overall goal is to rehabilitate our system in an efficient and cost effective manner to avoid emergency breaks which cause extended problems.
<i>Are there more efficient and effective means to achieve the same outcomes?</i>	No, we have become more efficient in our approach of a systematic and data driven approach to this effort and continue to look for the most efficient methods of replacement and rehab to effectively move forward.
<i>How does the project contribute toward City Council Goals?</i>	This project contributes toward efficiency in our efforts to provide sanitary sewer service throughout the City (CG#4) and make reinvestment for ongoing service provision.

## PRIORITIZATION CRITERIA

<b><i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i></b>	Possibly -3
<b><i>Does the project help address health, life and safety concerns within the City?</i></b>	Definitely Yes -5
<b><i>Is the project necessary to provide a minimum level of service to the community?</i></b>	Probably -4
<b><i>Was significant public engagement provided for in the development of the project?</i></b>	Possibly -3
<b><i>Does the project address specific <a href="#">City Council Goals</a>?</i></b>	Definitely Yes -5
<b><i>Does the project address the Sustainability Action Plan of the City?</i></b>	Probably No -2
<b><i>Does your Department have staff capacity to complete the project if it is funded?</i></b>	Definitely Yes -5
<b><i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i></b>	Definitely No -1
<b><i>Has the project been developed as part of a larger scale asset plan?</i></b>	Definitely Yes -5
<b><i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i></b>	Probably No -2

### *Background on Prioritization Responses*

Reinvesting in our sewer system infrastructure helps us to avoid sewer blockages, overflows and other failures within our system. This drives to proactively address health and safety issues associated with backups and sewage discharges into the City. Ongo

## ADDITIONAL CRITERIA

<b><i>Does the project provide a positive economic impact to the community?</i></b>	
<b><i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i></b>	Probably - 4
<b><i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i></b>	Definitely No - 1
<b><i>Does the project improve ADA accessibility in the community?</i></b>	Definitely No - 1

### *Background on Additional Criteria Responses*

*Provide any additional references, documents or plans of support.*

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	1117 : Administration Building Design/Construction
Utilities	<i>Funding Source</i>	Water Enterprise Funds
<i>Project Description</i>		
<p>This project to complete, bid and construction of the Santa Rita Utilities Administration Building and Vector Truck Garage is under contract and nearly complete; designed as part of the SRWRF and as part of the SRWRF rebuild and City Utilities Department plan, an administrative building was designed to provide for space and amenities necessary at a central location (lab services, office, shop and other space). The Vector Truck Garage also provides space for storage and deployment of those resources. With contract completion in December, closeout activity will carry forward into new year.</p>		

FINANCIAL SECTION

<i>Total Project Cost</i>	491732.35	<i>2021 Project Request</i>	\$ -
<i>Carry Forward?</i>	Yes	<i>Carry Forward Request</i>	491732.35
<i>Is the project an on-going project?</i>	No		
<i>Five Year Operational Costs</i>	73228; 75424.84; 77687.58; 80018.21; 82418.75		
<i>Operating Cost Assumptions</i>	Operating expenditures included \$8 per square foot per year divided between the Water and Sewer funds. An inflation factor of 3% is added for out years. We are assuming a reduction in cost allocation for facilities with the move to dedicated Utilities office space which will buy down these operating expenditures by some measure		
<i>What ongoing maintenance costs exist for the project?</i>	Ongoing maintenance costs for this project include all grounds, maintenance of the facility and improvements.		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	The office building will need to be replaced or rehabilitated at the end of its useful life, however it is expected to provide an extended useful life and be a long term asset for the City.		

<i>Does the Project Leverage Non-City Funding?</i>	No
<i>Is the leveraged funding committed?</i>	
<i>How much funding is being leveraged?</i>	

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	3/31/2021
<i>What is the Timetable for the Project?</i>	The construction is expected to be complete by the end of 2020 but project closeout will likely extend into the 2021 year.

## GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	This facility was developed as part of the overall Santa Rita Water Reclamation Facility plan to provide necessary laboratory space, operational, and office space for centrally locating Utilities staff.
<i>Are there more efficient and effective means to achieve the same outcomes?</i>	No.
<i>How does the project contribute toward City Council Goals?</i>	The project will allow for effective utilization of water and sewer resources (CG#4) by providing efficiencies of being centrally located and co-locating our wastewater treatment and collections/distribution staff.

## PRIORITIZATION CRITERIA

<i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i>	Probably No -2
<i>Does the project help address health, life and safety concerns within the City?</i>	Possibly -3
<i>Is the project necessary to provide a minimum level of service to the community?</i>	Probably No -2
<i>Was significant public engagement provided for in the development of the project?</i>	Definitely Yes -5
<i>Does the project address specific <a href="#">City Council Goals</a>?</i>	Possibly -3
<i>Does the project address the Sustainability Action Plan of the City?</i>	Possibly -3
<i>Does your Department have staff capacity to complete the project if it is funded?</i>	Definitely Yes -5
<i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i>	Definitely No -1
<i>Has the project been developed as part of a larger scale asset plan?</i>	Probably -4
<i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i>	Definitely No -1

### *Background on Prioritization Responses*

This project was part of significant public outreach and design charettes and review to develop the overall Santa Rita WRF plan. The project will be all but closed out by the 2021 year and is part of the overall plan for housing department staff in the sa

## ADDITIONAL CRITERIA

<i>Does the project provide a positive economic impact to the community?</i>	
<i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i>	Possibly - 3
<i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i>	Definitely No - 1
<i>Does the project improve ADA accessibility in the community?</i>	Definitely - 5

### *Background on Additional Criteria Responses*

The project has provided local construction labor which has provided a positive economic impact to the community. The new facility has been designed to be efficient and will mitigate ongoing operational costs. The entire facility does provide for ADA compliance including building and bathroom access.

*Provide any additional references, documents or plans of support.*

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	1118 : Water Dock Upgrades
Utilities	<i>Funding Source</i>	Water Enterprise Funds
<i>Project Description</i>		
Complete improvements to the City's water dock including additional functionality, use for large haulers, and programming upgrades to improve control and service. The water dock currently utilizes a simple reading system and does not differentiate use and takes significant staff resources to maintain. Additionally, haulers with tanks over 1000 gallons cannot use the space. Improvements would both enhance control and allow bulk haulers to use the portal.		

FINANCIAL SECTION

<i>Total Project Cost</i>	90000	<i>2021 Project Request</i>	85000
<i>Carry Forward?</i>	Yes	<i>Carry Forward Request</i>	10000
<i>Is the project an on-going project?</i>	No		
<i>Five Year Operational Costs</i>	1500; 1500; 1500; 1500; 1500		
<i>Operating Cost Assumptions</i>	Currently annual expenses for software maintenance are approximately \$1200 per year, those are assumed to be slightly higher with the inclusion of a second dock. On site maintenance is assumed to be the same as conducted by C&D staff.		
<i>What ongoing maintenance costs exist for the project?</i>	These costs are assumed already in the maintenance of the current system.		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	The water docks will need to be replaced at the end of their useful life, and water rate revenue specifically associated with water dock operations is assumed to be used for that purpose.		

<i>Does the Project Leverage Non-City Funding?</i>	No
<i>Is the leveraged funding committed?</i>	
<i>How much funding is being leveraged?</i>	

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	7/30/2021
<i>What is the Timetable for the Project?</i>	This additional phase of the project is to install a second dock at the current location. This was cut in the 2020 year due to bids and budget constraints. With the product already identified, ordering the additional dock and providing for installation should be possible by mid-year.

GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	Enhancing the water dock allows for continued sale of water to out of city residents and has been provided for many years. Inclusion of the second dock will allow the division to
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	eliminate most of the uses of Hydrant meters, which are inefficient for collection and cause damage and necessary repairs to hydrant infrastructure.
<i>Are there more efficient and effective means to achieve the same outcomes?</i>	No.
<i>How does the project contribute toward City Council Goals?</i>	The project reinvests in our existing system (CG#4) and makes for a more efficient and effective operation by allowing us to avoid needless hydrant maintenance efforts, and provides for additional flexibility of operating the water sales at the dock itself.

#### PRIORITIZATION CRITERIA

<b><i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i></b>	Definitely No -1
<b><i>Does the project help address health, life and safety concerns within the City?</i></b>	Probably -4
<b><i>Is the project necessary to provide a minimum level of service to the community?</i></b>	Possibly -3
<b><i>Was significant public engagement provided for in the development of the project?</i></b>	Probably No -2
<b><i>Does the project address specific <a href="#">City Council Goals</a>?</i></b>	Probably -4
<b><i>Does the project address the Sustainability Action Plan of the City?</i></b>	Possibly -3
<b><i>Does your Department have staff capacity to complete the project if it is funded?</i></b>	Probably -4
<b><i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i></b>	Definitely No -1
<b><i>Has the project been developed as part of a larger scale asset plan?</i></b>	Definitely No -1
<b><i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i></b>	Definitely No -1

#### *Background on Prioritization Responses*

The project is not legally required in any way, but is an effort of the City to provide water resources for out of system residents in the area. It will provide a better level of service through the capacity of the system, streamlined management system an

#### ADDITIONAL CRITERIA

<b><i>Does the project provide a positive economic impact to the community?</i></b>	
<b><i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i></b>	Probably - 4
<b><i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i></b>	Possibly - 3
<b><i>Does the project improve ADA accessibility in the community?</i></b>	Definitely No - 1

#### *Background on Additional Criteria Responses*

The sales of water outside of our service boundary has arguably allowed for additional growth in the county where water resources have not been available. This would continue with enhancements being developed by this project. The operating capacity of the new system will allow for additional efficiency and billing procedures to move ahead. Finally this project may provide from some equity and inclusion provisions as it allows those without water resources, and with limited say in our City operations, to have an option for more reliable and affordable water supplies from the City.

*Provide any additional references, documents or plans of support.*

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	Wildfire Watershed Assessment - Florida River Drainage	
Utilities	<i>Funding Source</i>	Water Enterprise Funds	
<i>Project Description</i>			
Assessment of wildfire risk to the Florida watershed along with suggested mitigation strategies and information for the same.			

FINANCIAL SECTION

<i>Total Project Cost</i>	75000	<i>2021 Project Request</i>	75000
<i>Carry Forward?</i>	No	<i>Carry Forward Request</i>	
<i>Is the project an on-going project?</i>	No		
<i>Five Year Operational Costs</i>	No assumed additional operational expenditures for this project		
<i>Operating Cost Assumptions</i>	This study may have suggestions on wildfire mitigation, but has no direct impact on operating expenses of the water division moving forward.		
<i>What ongoing maintenance costs exist for the project?</i>	No ongoing maintenance costs will exist for this report.		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	The report may need to be updated from time to time depending on conditions. Any updates would be paid for by water rate revenues.		

<i>Does the Project Leverage Non-City Funding?</i>	No
<i>Is the leveraged funding committed?</i>	
<i>How much funding is being leveraged?</i>	

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	11/26/2021
<i>What is the Timetable for the Project?</i>	A project scope has been considered and is being developed in consultation with other community partners. Overall the scope and project should be able to be completed in 2021.

GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	This has been identified as a priority effort of the Infrastructure Advisory Board to better understand the risks posed to our City's primary water supply by wildfire.
<i>Are there more efficient and effective means to achieve the same outcomes?</i>	No.
<i>How does the project contribute toward City Council Goals?</i>	The project and understanding that comes from it will enhance our resiliency (CG#3) by explaining specific risks and potential mitigation strategies.



## PRIORITIZATION CRITERIA

<b>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</b>	Probably No -2
<b>Does the project help address health, life and safety concerns within the City?</b>	Definitely Yes -5
<b>Is the project necessary to provide a minimum level of service to the community?</b>	Probably No -2
<b>Was significant public engagement provided for in the development of the project?</b>	Probably -4
<b>Does the project address specific <a href="#">City Council Goals</a>?</b>	Definitely Yes -5
<b>Does the project address the Sustainability Action Plan of the City?</b>	Possibly -3
<b>Does your Department have staff capacity to complete the project if it is funded?</b>	Possibly -3
<b>Does the project leverage non-City funding (1=0%; 5=50%+)?</b>	Definitely No -1
<b>Has the project been developed as part of a larger scale asset plan?</b>	Possibly -3
<b>If this project moves forward, will it inhibit other priority projects from moving ahead?</b>	Probably No -2

### *Background on Prioritization Responses*

Understanding wildfire risk is important and has been strongly encouraged by state agencies. Understanding the risk to our water supply will give better knowledge on operating our system in the case of such emergencies. The effort will directly contribute

## ADDITIONAL CRITERIA

<b>Does the project provide a positive economic impact to the community?</b>	
<b>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</b>	Possibly - 3
<b>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</b>	Definitely No - 1
<b>Does the project improve ADA accessibility in the community?</b>	Definitely No - 1

### *Background on Additional Criteria Responses*

Resilience as a result of this assessment will further enhance our emergency action procedures and potentially allow for preventative efforts by the Utility or otherwise. Overall, any understanding and mitigation efforts should reduce the economic impact of a catastrophic wildfire event within the area.

*Provide any additional references, documents or plans of support.*

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	Wildcat Tank Improvement Design
Utilities	<i>Funding Source</i>	Water Enterprise Funds
<i>Project Description</i>		
The project is to design and develop controls for the Wildcat Tank to meet our current tank design standards and meet CDPHE design criteria.		

FINANCIAL SECTION

<i>Total Project Cost</i>	50000	<i>2021 Project Request</i>	50000
<i>Carry Forward?</i>	No	<i>Carry Forward Request</i>	
<i>Is the project an on-going project?</i>	No		
<i>Five Year Operational Costs</i>	No additional operational expenditures are assumed.		
<i>Operating Cost Assumptions</i>	Currently the tank is manually operated by staff visiting the site. Improvements will allow for data collection and remote operation, which will reduce operating expenditures with the improved capacity.		
<i>What ongoing maintenance costs exist for the project?</i>	Ongoing maintenance will consist of monitoring and troubleshooting equipment which should be minimal and less than manual operations of the tank.		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	Various aspects will need to be replaced at different times. Most of the equipment is electrical and telemetry items which have long useful lives and would likely last as long at the tank will. At the point of a tank rehab project, or otherwise, replacement would be paid for using water rate revenue.		

<i>Does the Project Leverage Non-City Funding?</i>	No
<i>Is the leveraged funding committed?</i>	
<i>How much funding is being leveraged?</i>	

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	12/31/2021
<i>What is the Timetable for the Project?</i>	The project design would begin in the spring with a timeframe for construction in the fall for full completion of the project in 2021.

GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	The overall goal of this project is to update an existing tank to our current tank design standards, including level monitoring, communications and remote operations. These enhancements work to ensure ongoing compliance with CDPHE drinking water standards and also to make for a more efficient operation of the system as a whole..
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<i>Are there more efficient and effective means to achieve the same outcomes?</i>	Not with the existing tank.
<i>How does the project contribute toward City Council Goals?</i>	The project will provide for efficient use of water (CG#4) within the tank and region by having continuous monitoring instead of the weekly manual checks. These improvements will provide information on operational aspects of other tanks in the same zone as well, to help explain water use dynamics and limit waste.

#### PRIORITIZATION CRITERIA

<b><i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i></b>	Probably -4
<b><i>Does the project help address health, life and safety concerns within the City?</i></b>	Possibly -3
<b><i>Is the project necessary to provide a minimum level of service to the community?</i></b>	Possibly -3
<b><i>Was significant public engagement provided for in the development of the project?</i></b>	Definitely No -1
<b><i>Does the project address specific <a href="#">City Council Goals</a>?</i></b>	Probably -4
<b><i>Does the project address the Sustainability Action Plan of the City?</i></b>	Possibly -3
<b><i>Does your Department have staff capacity to complete the project if it is funded?</i></b>	Probably -4
<b><i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i></b>	Definitely No -1
<b><i>Has the project been developed as part of a larger scale asset plan?</i></b>	Probably -4
<b><i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i></b>	Definitely No -1

#### *Background on Prioritization Responses*

This project will move the Wildcat tank forward to our current standards which meet the CDPHE design criteria. As mentioned understanding and efficiency will meet current council goals and some sustainability goals as well. Staff are committed to the proj

#### ADDITIONAL CRITERIA

<b><i>Does the project provide a positive economic impact to the community?</i></b>	
<b><i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i></b>	Possibly - 3
<b><i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i></b>	Definitely No - 1
<b><i>Does the project improve ADA accessibility in the community?</i></b>	Definitely No - 1

#### *Background on Additional Criteria Responses*

The project does have a positive economic impact by managing our water resources and ensuring supply. Additionally operational understanding will allow for more efficient use of water and tank infrastructure, potentially limiting pumping and reducing costs.

*Provide any additional references, documents or plans of support.*

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	South Durango Control Vault Improvements
Utilities	<i>Funding Source</i>	Water Enterprise Funds
<i>Project Description</i>		
South Durango Control Vault improvements to allow for enhanced flow control to the Grandview pressure zone and the cycling of water in the South Durango Tank.		

FINANCIAL SECTION

<i>Total Project Cost</i>	95000	<i>2021 Project Request</i>	95000
<i>Carry Forward?</i>	No	<i>Carry Forward Request</i>	
<i>Is the project an on-going project?</i>	No		
<i>Five Year Operational Costs</i>	No additional operating expenditures are assumed.		
<i>Operating Cost Assumptions</i>	Staff currently operate the South Durango tank vault manually to draw down tank levels, pump around to the Grandview Tank, and otherwise provide operations within the BODO pressure zone. Improving the vault and providing for some automated operations will reduce operating expenditures and improve efficiency of our pumping process.		
<i>What ongoing maintenance costs exist for the project?</i>	Ongoing maintenance costs will be similar to current costs at the same location. Automation may require occasional SCADA and electrical troubleshooting, however these costs will be marginal.		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	All of the equipment will need to be replaced at the end of its useful life, however this rehab and upgrade will extend the life of the vault and improve its function for many years ahead. At the end of its useful life, replacement will be paid out of water rate revenues.		

<i>Does the Project Leverage Non-City Funding?</i>	No
<i>Is the leveraged funding committed?</i>	
<i>How much funding is being leveraged?</i>	

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	10/29/2021
<i>What is the Timetable for the Project?</i>	Panel design and identification of equipment will occur in the spring, with construction expected in the August to September timeframe.

GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	The project will improve the operations of the South Durango tank which is a critical juncture for pumping operations past BODO to Grandview and also feeds the Airpark. These enhancements and improvements will make operation more
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	efficient and effective, possibly optimizing the system use and minimizing loss of water.
<i>Are there more efficient and effective means to achieve the same outcomes?</i>	No.
<i>How does the project contribute toward City Council Goals?</i>	The project contributes to stewardship of our water resources (CG#3) allowing for more efficient and effective operation. Further it provides for efficient use of our system as prescribed by council (CG#4).

## PRIORITIZATION CRITERIA

<b><i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i></b>	Probably No -2
<b><i>Does the project help address health, life and safety concerns within the City?</i></b>	Probably -4
<b><i>Is the project necessary to provide a minimum level of service to the community?</i></b>	Probably No -2
<b><i>Was significant public engagement provided for in the development of the project?</i></b>	Definitely No -1
<b><i>Does the project address specific <a href="#">City Council Goals</a>?</i></b>	Possibly -3
<b><i>Does the project address the Sustainability Action Plan of the City?</i></b>	Possibly -3
<b><i>Does your Department have staff capacity to complete the project if it is funded?</i></b>	Probably -4
<b><i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i></b>	Definitely No -1
<b><i>Has the project been developed as part of a larger scale asset plan?</i></b>	Possibly -3
<b><i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i></b>	Definitely No -1

### *Background on Prioritization Responses*

The project provides efficiency and thereby is not an absolute requirement of the State or for operations in the system. The efficiencies may provide a margin of water savings which could attain sustainability goals in part. Improvements at the location a

## ADDITIONAL CRITERIA

<b><i>Does the project provide a positive economic impact to the community?</i></b>	
<b><i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i></b>	Probably - 4
<b><i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i></b>	Definitely No - 1
<b><i>Does the project improve ADA accessibility in the community?</i></b>	Definitely No - 1

### *Background on Additional Criteria Responses*

Reliable water supply and better operations within the BODO and Grandview areas do provide for economic opportunity and limit issues such as overflows at the tank. The potential savings of water and trip costs to visit the tank may also be minimized with the project. Finally DEI and ADA considerations have not been part of the project effort.

*Provide any additional references, documents or plans of support.*

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	Santa Rita Raw Water Pump & Motor
Utilities	<i>Funding Source</i>	Water Enterprise Funds
<i>Project Description</i>		
New pump & Motor for Santa Rita Pump Station. We currently do not have a spare. Rebuilding the pumps take months to complete and a spare pump is prudent for redundancy.		

FINANCIAL SECTION

<i>Total Project Cost</i>	135000	<i>2021 Project Request</i>	135000
<i>Carry Forward?</i>	No	<i>Carry Forward Request</i>	
<i>Is the project an on-going project?</i>	No		
<i>Five Year Operational Costs</i>	200; 200; 200; 200; 200		
<i>Operating Cost Assumptions</i>	Operating expenditures are assumed at \$200 per year to maintain the spare pump inventory, providing for evaluation of the pump, and maintaining the ability to install and operate the pump as it may become necessary.		
<i>What ongoing maintenance costs exist for the project?</i>	The ongoing maintenance costs are built into our operating expectation. A pump rebuild approximately every 5 years is conducted for all of our operational pumps, this spare pump will be placed into that rotation and the rebuild costs anywhere between \$35,000 and \$45,000 depending on run times and any other issues identified.		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	The pumps will eventually lose efficiency and need to be replaced after a number of rehabilitations; however, the useful life of these pumps can be 30 to 50 years if properly maintained. Water rate revenues will be used to replace the pumps at the end of their operational life.		

<i>Does the Project Leverage Non-City Funding?</i>	No
<i>Is the leveraged funding committed?</i>	
<i>How much funding is being leveraged?</i>	

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	6/25/2021
<i>What is the Timetable for the Project?</i>	This project is to procure a spare pump. With spec already in hand, it is simply an effort of ordering the pump and arranging for delivery. This is expected to be completed prior to pumping season which begins in April/May.

GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	This project is being requested to provide for our goal of having redundant capacity to avoid water service interruption.
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	Providing for redundancy throughout our system is an ongoing effort to ensure water service citywide.
<i>Are there more efficient and effective means to achieve the same outcomes?</i>	We have already been conducting rehabilitation of pumps, however with potential significant downtime associated this project is needed to maintain water services in such cases.
<i>How does the project contribute toward City Council Goals?</i>	The project provides for responsible management of our water system (CG#4) by providing for redundancy in operations.

#### PRIORITIZATION CRITERIA

<b><i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i></b>	Possibly -3
<b><i>Does the project help address health, life and safety concerns within the City?</i></b>	Probably -4
<b><i>Is the project necessary to provide a minimum level of service to the community?</i></b>	Possibly -3
<b><i>Was significant public engagement provided for in the development of the project?</i></b>	Definitely No -1
<b><i>Does the project address specific <a href="#">City Council Goals</a>?</i></b>	Probably -4
<b><i>Does the project address the Sustainability Action Plan of the City?</i></b>	Definitely No -1
<b><i>Does your Department have staff capacity to complete the project if it is funded?</i></b>	Definitely Yes -5
<b><i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i></b>	Definitely No -1
<b><i>Has the project been developed as part of a larger scale asset plan?</i></b>	Probably No -2
<b><i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i></b>	Definitely No -1

<b><i>Background on Prioritization Responses</i></b>	
This project does provide for spare capacity which is evaluated by CDPHE for our drinking water system permit. The project addresses continued provision of water in the case of reduced raw water supplies if there are issues that arise. The redundancy effo	

#### ADDITIONAL CRITERIA

<b><i>Does the project provide a positive economic impact to the community?</i></b>	
<b><i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i></b>	Definitely No - 1
<b><i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i></b>	Definitely No - 1
<b><i>Does the project improve ADA accessibility in the community?</i></b>	Definitely No - 1

<b><i>Background on Additional Criteria Responses</i></b>	
Provide any additional references, documents or plans of support.	

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	1071 : WTP Electrical Upgrades
Utilities	<i>Funding Source</i>	Water Enterprise Funds
<i>Project Description</i>		
<p>This project currently under contract and in progress. The effort is to construct a new primary electrical load center and supply/feeder interconnections for the WTP. The WTP has 5 major electrical sub-systems, each serving a building or area. The primary feed and distribution system lacks the ability to segregate and protect the individual sub-sections. A problem in any one section affects the entire plant. A new distribution center will allow for safe and controlled segregation. Phase IV (Gen-set, ATS, feeder tie-ins) is now under construction and anticipated completion is in the spring of 2021.</p>		

FINANCIAL SECTION

<i>Total Project Cost</i>	450000	<i>2021 Project Request</i>	0
<i>Carry Forward?</i>	Yes	<i>Carry Forward Request</i>	450000
<i>Is the project an on-going project?</i>	No		
<i>Five Year Operational Costs</i>	1500; 1500; 1500; 1500; 1500		
<i>Operating Cost Assumptions</i>	<p>We assume operations of the current system will be ongoing and no additional expenditures will be necessary to operate the segregated system. The additional amount identified for operating expenses is predominantly for continued operation of the backup generator including fuel, maintenance and testing by certified technicians.</p>		
<i>What ongoing maintenance costs exist for the project?</i>	<p>Occasional repair and maintenance of electrical feeders may be required, but this would be assumed at less than \$300 per year with very low maintenance need.</p>		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	<p>All system electrical will need to be replaced at the end of its useful life, however the useful life may be longer than the overall life of the plant. The backup generator will need replacement as well, however the useful life of that equipment is also relatively long from 15 to 25 years with continual maintenance. Replacement is assumed will be paid for with water fee revenues.</p>		

<i>Does the Project Leverage Non-City Funding?</i>	No
<i>Is the leveraged funding committed?</i>	
<i>How much funding is being leveraged?</i>	

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	6/30/2021
<i>What is the Timetable for the Project?</i>	The project is currently under construction and we are expecting progress to continue through the fall with completion in the spring of 2021.



## GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	Upgrading the electrical feeds to the plant have been an ongoing effort both for appropriate segregation of segments of the plant and to provide emergency generation through backup power on the site.
<i>Are there more efficient and effective means to achieve the same outcomes?</i>	We are doubtful there are more efficient ways to achieve the same outcomes. Rehabilitation of the existing systems at the plant are an ongoing effort and more efficient processes may only be available through new construction as opposed to upgrading our older facilities.
<i>How does the project contribute toward City Council Goals?</i>	The process contributes to our responsible stewardship of the City's water resources (CG#3) by better managing our processes at the CMWTP. Further, it may extend the useful life of water treatment capacity at the plant (CG#4) by rehabilitating electrical systems throughout. Finally the backup generation provides resiliency for our water treatment process that has not existed previously in the case of our Water treatment capacity.

## PRIORITIZATION CRITERIA

<b><i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i></b>	Possibly -3
<b><i>Does the project help address health, life and safety concerns within the City?</i></b>	Definitely Yes -5
<b><i>Is the project necessary to provide a minimum level of service to the community?</i></b>	Possibly -3
<b><i>Was significant public engagement provided for in the development of the project?</i></b>	Probably -4
<b><i>Does the project address specific <a href="#">City Council Goals</a>?</i></b>	Definitely Yes -5
<b><i>Does the project address the Sustainability Action Plan of the City?</i></b>	Possibly -3
<b><i>Does your Department have staff capacity to complete the project if it is funded?</i></b>	Definitely Yes -5
<b><i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i></b>	Definitely No -1
<b><i>Has the project been developed as part of a larger scale asset plan?</i></b>	Possibly -3
<b><i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i></b>	Definitely No -1

<b><i>Background on Prioritization Responses</i></b>
The project will provide backup generation and segregation which will allow the City to continue providing potable water in the case of a power outage for any reason. This has been discussed with members of Council and the Infrastructure Advisory Board in

## ADDITIONAL CRITERIA

<b><i>Does the project provide a positive economic impact to the community?</i></b>	
<b><i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i></b>	Probably No - 2
<b><i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i></b>	Definitely No - 1
<b><i>Does the project improve ADA accessibility in the community?</i></b>	Definitely No - 1

***Background on Additional Criteria Responses***

Resiliency of our system, and reliable potable water supply does provide a positive economic impact to our community. It does not have the prospects of reducing costs over time, and has no particular considerations of DEI or ADA needs.

***Provide any additional references, documents or plans of support.***

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	WTP Electrical Upgrades Phase 5
Utilities	<i>Funding Source</i>	Water Enterprise Funds
<i>Project Description</i>		
The project will begin an effort for engineering Phase V which includes an electrical feeder for the geotube site (sludge management), reservoir outlet, and florida outfall into terminal reservoir.		

FINANCIAL SECTION

<i>Total Project Cost</i>	50000	<i>2021 Project Request</i>	50000
<i>Carry Forward?</i>	No	<i>Carry Forward Request</i>	
<i>Is the project an on-going project?</i>	No		
<i>Five Year Operational Costs</i>	No additional operational costs are associated with the project.		
<i>Operating Cost Assumptions</i>	The project is to extend electrical service to the location of the sludge management system and the Florida outfall into Terminal reservoir to allow for monitoring and operations of equipment.		
<i>What ongoing maintenance costs exist for the project?</i>	No ongoing maintenance is expected for these electrical lines.		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	The useful life of electrical lines and conduit is significant and would likely be replaced in the case of rebuilding infrastructure in the vicinity.		

<i>Does the Project Leverage Non-City Funding?</i>	No
<i>Is the leveraged funding committed?</i>	
<i>How much funding is being leveraged?</i>	

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	12/31/2021
<i>What is the Timetable for the Project?</i>	The project will be bid out once CDPHE design approvals are received and the sludge management system is moving toward construction.

GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	Upgrading the electrical feeds to the plant have been an ongoing effort both for appropriate segregation of segments of the plant and to provide emergency generation through backup power on the site.
<i>Are there more efficient and effective means to achieve the same outcomes?</i>	We are doubtful there are more efficient ways to achieve the same outcomes. Rehabilitation of the existing systems at the plant are an ongoing effort and more efficient processes may only be available through new construction as opposed to upgrading our older facilities.

<i>How does the project contribute toward City Council Goals?</i>	The process contributes to our responsible stewardship of the City's water resources (CG#3) by better managing our processes at the CMWTP. Further, it may extend the useful life of water treatment capacity at the plant (CG#4).
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**PRIORITIZATION CRITERIA**

<b><i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i></b>	Possibly -3
<b><i>Does the project help address health, life and safety concerns within the City?</i></b>	Definitely Yes -5
<b><i>Is the project necessary to provide a minimum level of service to the community?</i></b>	Possibly -3
<b><i>Was significant public engagement provided for in the development of the project?</i></b>	Probably -4
<b><i>Does the project address specific <a href="#">City Council Goals</a>?</i></b>	Definitely Yes -5
<b><i>Does the project address the Sustainability Action Plan of the City?</i></b>	Possibly -3
<b><i>Does your Department have staff capacity to complete the project if it is funded?</i></b>	Definitely Yes -5
<b><i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i></b>	Definitely No -1
<b><i>Has the project been developed as part of a larger scale asset plan?</i></b>	Possibly -3
<b><i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i></b>	Definitely No -1

<b><i>Background on Prioritization Responses</i></b>
The project directly addresses council goals and is important to continue to enhance and develop our water treatment infrastructure at the College Mesa site.

**ADDITIONAL CRITERIA**

<b><i>Does the project provide a positive economic impact to the community?</i></b>	
<b><i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i></b>	Probably No - 2
<b><i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i></b>	Definitely No - 1
<b><i>Does the project improve ADA accessibility in the community?</i></b>	Definitely No - 1

<b><i>Background on Additional Criteria Responses</i></b>
Resiliency of our system, and reliable potable water supply does provide a positive economic impact to our community. It does not have the prospects of reducing costs over time, and has no particular considerations of DEI or ADA needs.
<b><i>Provide any additional references, documents or plans of support.</i></b>

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	Valve Replacements
Utilities	<i>Funding Source</i>	Water Enterprise Funds
<i>Project Description</i>		
This is an ongoing effort to rehab and replace existing valves across our water distribution system. These points of control are critical to limit customers outages in the case of a water main break and allow for a directional flushing procedure to scour the inside of the water lines.		

FINANCIAL SECTION

<i>Total Project Cost</i>	500000	<i>2021 Project Request</i>	100000
<i>Carry Forward?</i>	Yes	<i>Carry Forward Request</i>	30000
<i>Is the project an on-going project?</i>	Yes		
<i>Five Year Operational Costs</i>	100000; 100000; 100000; 100000; 100000;		
<i>Operating Cost Assumptions</i>	Standard Distribution operating expenses will continue if valves are replaced or otherwise. Additional work may be required and operating expenses may increase if additional time and effort are required due to broken or inoperable valves throughout the City.		
<i>What ongoing maintenance costs exist for the project?</i>	Annual valve rehab and replacement is necessary to maintain operability throughout our system. These costs of \$100,000 per year are the expected expense for maintenance on valves. We have implemented a program of valve exercising in 2020 to avoid broken valves as well to avoid additional replacement costs.		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	This project replaces valves at the end of their useful life or when they have been broken.		

<i>Does the Project Leverage Non-City Funding?</i>	No
<i>Is the leveraged funding committed?</i>	
<i>How much funding is being leveraged?</i>	

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	11/19/2021
<i>What is the Timetable for the Project?</i>	Valve replacement occurs throughout the year. Inoperable valves are identified while working on projects, water breaks, or other distribution activities and the list of valves are bid out or immediately addressed depending on the necessity of each valve. Projects must be completed by November to allow for patching of the streets before winter. Limited valve work is done in winter due to conditions.

## GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	
<i>Are there more efficient and effective means to achieve the same outcomes?</i>	Limiting outages is important for consistent and reliable service, and reduce our staff time and effort to manage water breaks, reducing costs per incidence.
<i>How does the project contribute toward City Council Goals?</i>	This project supports the effective utilization of resources (CG#4) by maintaining water system infrastructure, minimizing loss during water emergencies, limiting numbers of customers subject to outages when emergencies or maintenance occur, and ensuring control for other ongoing maintenance efforts in our water system.

## PRIORITIZATION CRITERIA

<b><i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i></b>	Definitely Yes -5
<b><i>Does the project help address health, life and safety concerns within the City?</i></b>	Probably -4
<b><i>Is the project necessary to provide a minimum level of service to the community?</i></b>	Probably -4
<b><i>Was significant public engagement provided for in the development of the project?</i></b>	Probably No -2
<b><i>Does the project address specific <a href="#">City Council Goals</a>?</i></b>	Probably -4
<b><i>Does the project address the Sustainability Action Plan of the City?</i></b>	Possibly -3
<b><i>Does your Department have staff capacity to complete the project if it is funded?</i></b>	Definitely Yes -5
<b><i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i></b>	Definitely No -1
<b><i>Has the project been developed as part of a larger scale asset plan?</i></b>	Possibly -3
<b><i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i></b>	Definitely No -1

### *Background on Prioritization Responses*

This routine maintenance effort was not part of a broader public engagement; addresses part of the sustainability action plan by avoiding loss; does not leverage any external funding; and will not restrict any other projects from moving ahead. Our C&D cre

## ADDITIONAL CRITERIA

<b><i>Does the project provide a positive economic impact to the community?</i></b>	Probably - 4
<b><i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i></b>	Definitely No - 1
<b><i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i></b>	No.
<b><i>Does the project improve ADA accessibility in the community?</i></b>	

### *Background on Additional Criteria Responses*

#### ***Provide any additional references, documents or plans of support.***

Valves are an important part of our System Assessment currently in development; However, the models assume valves will simply function and ongoing maintenance is assumed.

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	1033 : Waterline Replacements
Utilities	<i>Funding Source</i>	Water Enterprise Funds
<i>Project Description</i>		
Engineering of initial sections identified as part of the Distribution Assessment will be developed in the fall of 2020 and spring of 2021. Once design is completed the the project will be bid out for construction in the late spring and summer of 2021.		

FINANCIAL SECTION

<i>Total Project Cost</i>	5557957.62	<i>2021 Project Request</i>	1450675
<i>Carry Forward?</i>	Yes	<i>Carry Forward Request</i>	150675
<i>Is the project an on-going project?</i>	Yes		
<i>Five Year Operational Costs</i>	No additional expenditures are expected, and there may be a reduction in costs with fewer emergency issues.		
<i>Operating Cost Assumptions</i>	We currently maintain these lengths of pipe and the maintenance effort will not change.		
<i>What ongoing maintenance costs exist for the project?</i>	Valve exercising, line flushing, and emergency maintenance may be required, but will be limited by new and rehabilitated infrastructure.		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	Yes, pipe replacement is a continual process and short of abandonment of any particular segment of pipe, it will need to be replaced anywhere between 30 and 80 year timeframe depending on conditions and materials. It is assumed these replacements will be funded through rate payments.		

<i>Does the Project Leverage Non-City Funding?</i>	No
<i>Is the leveraged funding committed?</i>	
<i>How much funding is being leveraged?</i>	

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	11/19/2021
<i>What is the Timetable for the Project?</i>	Planning is being pursued in the fall of 2020 for the initial segments identified by our distribution assessment for replacement in 2021. Bidding and construction will be ongoing with expected completion of the 2021 phase in November of 2021.

GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	This effort is part of our overall system maintenance and replacement effort guided by our index of pipe condition currently being conducted in 2020. The index goal is to identify the highest needed infrastructure replacement or rehabilitation in any year to achieve an ongoing renewal of
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	system assets to ensure continued operations and delivery of water to customers.
<i>Are there more efficient and effective means to achieve the same outcomes?</i>	With all line replacement efforts, we look for opportunities to minimize costs for the same outcomes. While we may budget for open trench line replacement, where pipe lining, bursting, or other rehabilitation technologies are possible, they will be used.
<i>How does the project contribute toward City Council Goals?</i>	This effort contributes toward responsible stewardship of our water resources and effective utilization of our financial resources in the water fund by avoiding water loss and delivery system failures as well as contributing toward the long term health of infrastructure throughout the City of Durango.

### PRIORITIZATION CRITERIA

<b><i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i></b>	Possibly -3
<b><i>Does the project help address health, life and safety concerns within the City?</i></b>	Definitely Yes -5
<b><i>Is the project necessary to provide a minimum level of service to the community?</i></b>	Definitely Yes -5
<b><i>Was significant public engagement provided for in the development of the project?</i></b>	Possibly -3
<b><i>Does the project address specific <a href="#">City Council Goals</a>?</i></b>	Definitely Yes -5
<b><i>Does the project address the Sustainability Action Plan of the City?</i></b>	Probably No -2
<b><i>Does your Department have staff capacity to complete the project if it is funded?</i></b>	Definitely Yes -5
<b><i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i></b>	Definitely No -1
<b><i>Has the project been developed as part of a larger scale asset plan?</i></b>	Definitely Yes -5
<b><i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i></b>	Definitely No -1

#### *Background on Prioritization Responses*

As previously discussed, this is part of our systematic evaluation and replacement effort in the Water fund for our distribution assets; this contributes toward council goals and is a priority for our staff to address moving forward. We will utilize our o

### ADDITIONAL CRITERIA

<b><i>Does the project provide a positive economic impact to the community?</i></b>	
<b><i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i></b>	Possibly - 3
<b><i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i></b>	Definitely No - 1
<b><i>Does the project improve ADA accessibility in the community?</i></b>	Definitely No - 1

#### *Background on Additional Criteria Responses*

*Provide any additional references, documents or plans of support.*



City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	1042 : Water System Telemetry
Utilities	<i>Funding Source</i>	Water Enterprise Funds
<i>Project Description</i>		
In 2020, two patch panel projects currently ongoing with these funds which are expected to roll over into the 2021 year. In 2021, completion is anticipated on controls engineering for Rockridge and Ball Lane pump stations and those installations will occur including telemetry or radio connectivity to allow for controls.		

FINANCIAL SECTION

<i>Total Project Cost</i>	327348	<i>2021 Project Request</i>	50000
<i>Carry Forward?</i>	Yes	<i>Carry Forward Request</i>	77348
<i>Is the project an on-going project?</i>	Yes		
<i>Five Year Operational Costs</i>	\$200 per year.		
<i>Operating Cost Assumptions</i>	Currently, enhanced telemetry allows staff to troubleshoot and operate various water system appurtenances more efficiently; however, there are no specific operating costs associated with additional installation of these assets.		
<i>What ongoing maintenance costs exist for the project?</i>	Limited troubleshooting is necessary if fiber lines or radio transmitters fail, however there are no direct ongoing costs for these fiber, panel and telemetry installations.		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	Depending on the install of fiber, radios, electrical or fiber patch panels or other applications, they will need to be replaced at the end of their useful life, however many of the assets have lengthy 30-50 year useful lifespans. Replacement will be paid for by water rate revenues.		

<i>Does the Project Leverage Non-City Funding?</i>	No
<i>Is the leveraged funding committed?</i>	
<i>How much funding is being leveraged?</i>	

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	10/29/2021
<i>What is the Timetable for the Project?</i>	With the identified panels at rockridge and ball lane, ordering will be done in the spring once design is complete and installation will likely occur prior to October.

GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	The Water division of Utilities has made an effort to expand telemetry to allow for better data acquisition, and remote operating capacities to more efficiently and effectively operate the water treatment and distribution systems throughout the City of Durango.
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<i>Are there more efficient and effective means to achieve the same outcomes?</i>	With telemetry providing significant efficiencies in regard to acquiring data on system operations and allowing some operation of aspects of the system remotely, we are unaware of a more efficient method to achieve similar results.
<i>How does the project contribute toward City Council Goals?</i>	Installation of these systems improve the resiliency and enhance our ability to manage our water resources. Further these systems provide better visibility of all aspects of system operations in support of our high functioning workforce and making their efforts more efficient and effective.

#### PRIORITIZATION CRITERIA

<b><i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i></b>	Probably No -2
<b><i>Does the project help address health, life and safety concerns within the City?</i></b>	Possibly -3
<b><i>Is the project necessary to provide a minimum level of service to the community?</i></b>	Probably No -2
<b><i>Was significant public engagement provided for in the development of the project?</i></b>	Definitely No -1
<b><i>Does the project address specific <a href="#">City Council Goals</a>?</i></b>	Probably -4
<b><i>Does the project address the Sustainability Action Plan of the City?</i></b>	Possibly -3
<b><i>Does your Department have staff capacity to complete the project if it is funded?</i></b>	Probably -4
<b><i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i></b>	Definitely No -1
<b><i>Has the project been developed as part of a larger scale asset plan?</i></b>	Definitely No -1
<b><i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i></b>	Definitely No -1

<b><i>Background on Prioritization Responses</i></b>
This effort is an ongoing one to improve our ability to deliver water efficiently and effectively. While there are manual methods of conducting this same work, resulting in lower scores for prioritization in various areas, it is a significant step forward

#### ADDITIONAL CRITERIA

<b><i>Does the project provide a positive economic impact to the community?</i></b>	
<b><i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i></b>	Possibly - 3
<b><i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i></b>	Definitely No - 1
<b><i>Does the project improve ADA accessibility in the community?</i></b>	Definitely No - 1

<b><i>Background on Additional Criteria Responses</i></b>
<b><i>Provide any additional references, documents or plans of support.</i></b>

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	1059 : Water Conservation Audits
Utilities	<i>Funding Source</i>	Water Enterprise Funds
<i>Project Description</i>		
<p>Installation of water flow monitoring stations will provide sub-system water usage totals, through SCADA and AMR systems, Sub-system totals will be compared with water meter billing data to identify and address areas of water loss. Loss reduction will save treatment capacity and costs, while effectively enhancing City water resources. In 2020 funds were used to rehabilitate the flume measuring raw water delivery to those users. In 2021 the additional appropriation will be used to provide for Florida Pipeline terminus project.</p>		

FINANCIAL SECTION

<i>Total Project Cost</i>	300212.16	<i>2021 Project Request</i>	40000
<i>Carry Forward?</i>	Yes	<i>Carry Forward Request</i>	65212.16
<i>Is the project an on-going project?</i>	Yes		
<i>Five Year Operational Costs</i>	0;0;0;0;0		
<i>Operating Cost Assumptions</i>	Additional measurement devices for water flow for both raw supply and potable use will not significantly increase operating expenses in any way.		
<i>What ongoing maintenance costs exist for the project?</i>	Ongoing maintenance costs will include annual cleaning and maintenance, battery replacement and occasional calibration. These expenses for this phase are expected to be less than \$300 per year.		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	Metering apparatus will need to be replaced at the end of their useful life, but in most cases these large meters have a lifespan of 30 years or more provided ongoing maintenance is conducted. At that time rate revenue would be used for replacement.		

<i>Does the Project Leverage Non-City Funding?</i>	No
<i>Is the leveraged funding committed?</i>	
<i>How much funding is being leveraged?</i>	

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	12/18/2021
<i>What is the Timetable for the Project?</i>	The project will need to be conducted at a time of lower flow from the Florida and after the completion of a Phase 5 of the electrical upgrade providing power to the Florida outfall into terminal reservoir, so the likely time frame will be in October through December of 2021.

## GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	Continued improvement in measuring water is an overall goal of the Department to improve delivery, better account for water delivery and loss, and identify problems and efficient operations of the system.
<i>Are there more efficient and effective means to achieve the same outcomes?</i>	Not pursuing a water audit effort would be contrary to an efficient effort. Identifying flow through these improvements can only be estimated to a certain level at this point, and these improvements will provide a more exact accounting.
<i>How does the project contribute toward City Council Goals?</i>	This project supports the improvement of stewardship of our water resources (CG#3), and effective utilization of resources (CG#4) by maintaining water system infrastructure and working to minimizing water loss.

## PRIORITIZATION CRITERIA

<b><i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i></b>	Probably No -2
<b><i>Does the project help address health, life and safety concerns within the City?</i></b>	Probably No -2
<b><i>Is the project necessary to provide a minimum level of service to the community?</i></b>	Probably No -2
<b><i>Was significant public engagement provided for in the development of the project?</i></b>	Definitely No -1
<b><i>Does the project address specific <a href="#">City Council Goals</a>?</i></b>	Definitely Yes -5
<b><i>Does the project address the Sustainability Action Plan of the City?</i></b>	Probably -4
<b><i>Does your Department have staff capacity to complete the project if it is funded?</i></b>	Definitely Yes -5
<b><i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i></b>	Definitely No -1
<b><i>Has the project been developed as part of a larger scale asset plan?</i></b>	Probably No -2
<b><i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i></b>	Definitely No -1

### *Background on Prioritization Responses*

Water efficiency is an aspect of the sustainability master plan and works to address council goals directly. While currently there is no requirement from the state for water auditing, there are efforts pushing for voluntary efforts by municipal and indust

## ADDITIONAL CRITERIA

<b><i>Does the project provide a positive economic impact to the community?</i></b>	
<b><i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i></b>	Probably - 4
<b><i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i></b>	Definitely No - 1
<b><i>Does the project improve ADA accessibility in the community?</i></b>	Definitely No - 1

### *Background on Additional Criteria Responses*

*Provide any additional references, documents or plans of support.*

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	1124 : Santa Rita Soft Starts
Utilities	<i>Funding Source</i>	Water Enterprise Funds
<i>Project Description</i>		
Develop engineering for and install soft starts for the City's Santa Rita Pump Station. LPEA experienced an issue when the City started pumps in May of 2018 and informed the City of their Electric Service Regulation requirements for controlling high fluctuating electrical loads. Soft starts may also extend the useful life of the pumps. Engineering is currently under contract and equipment procurement is being evaluated.		

FINANCIAL SECTION

<i>Total Project Cost</i>	375735	<i>2021 Project Request</i>	\$
			-
<i>Carry Forward?</i>	Yes	<i>Carry Forward Request</i>	375735
<i>Is the project an on-going project?</i>	No		
<i>Five Year Operational Costs</i>	0		
<i>Operating Cost Assumptions</i>	We currently operate the pumps without soft starts so the operating expenses are already incurred. The soft starts may have the ability to reduce some operating expenses and avoid some costly maintenance on the pumps.		
<i>What ongoing maintenance costs exist for the project?</i>	Occasional electrical troubleshooting may be necessary, but the other maintenance should be limited for this project.		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	The soft starts will need to be replaced at the end of their useful life to allow for continued pumping from the Animas River. Replacement is assumed will be funded from water rate revenue.		

<i>Does the Project Leverage Non-City Funding?</i>	No
<i>Is the leveraged funding committed?</i>	
<i>How much funding is being leveraged?</i>	

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	4/30/2021
<i>What is the Timetable for the Project?</i>	Procurement of equipment is currently underway and installation is expected in the spring of 2021 prior to initiating pumping on the Animas which typically begins in late May or June.

GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	This project is driven by requirements from LPEA to continue using our pump station. Further the effort will potentially extend the useful life of the pumps, and such efficiency is a continuous goal.
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<i>Are there more efficient and effective means to achieve the same outcomes?</i>	The soft start option is arguably the cheapest method and thereby is the most cost effective. Other options have been considered and were found to be more costly.
<i>How does the project contribute toward City Council Goals?</i>	The project provides for more effective and efficient use of our water resources (CG#3), particularly with minimized energy demand to initiate pumping operations. The project also extends the life of pumps necessary to deliver water, which is an effective and efficient use of our water system resources (CG#4).

#### PRIORITIZATION CRITERIA

<b><i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i></b>	Possibly -3
<b><i>Does the project help address health, life and safety concerns within the City?</i></b>	Possibly -3
<b><i>Is the project necessary to provide a minimum level of service to the community?</i></b>	Definitely Yes -5
<b><i>Was significant public engagement provided for in the development of the project?</i></b>	Definitely No -1
<b><i>Does the project address specific <a href="#">City Council Goals</a>?</i></b>	Probably -4
<b><i>Does the project address the Sustainability Action Plan of the City?</i></b>	Possibly -3
<b><i>Does your Department have staff capacity to complete the project if it is funded?</i></b>	Definitely Yes -5
<b><i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i></b>	Definitely No -1
<b><i>Has the project been developed as part of a larger scale asset plan?</i></b>	Probably No -2
<b><i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i></b>	Definitely No -1

<b><i>Background on Prioritization Responses</i></b>	
Though not a legal requirement, the project is a solution based on conditions for electrical service. Without the project we are at risk of not being allowed to operate the pumps which provide raw water supplies. This effort will ensure continued provisio	

#### ADDITIONAL CRITERIA

<b><i>Does the project provide a positive economic impact to the community?</i></b>	
<b><i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i></b>	Possibly - 3
<b><i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i></b>	Definitely No - 1
<b><i>Does the project improve ADA accessibility in the community?</i></b>	Definitely No - 1

<b><i>Background on Additional Criteria Responses</i></b>	
<i>Provide any additional references, documents or plans of support.</i>	

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	1069 : Filter Effluent to Waste System
Utilities	<i>Funding Source</i>	Water Enterprise Funds
<i>Project Description</i>		
Installation of valves and piping to allow flow of initial filter ripening water from the filter effluent to the reclaim system. Engineering completed for air gap backflow prevention. Progress to begin in winter of 2020 on Basis of Design Report to CDPHE and there is an expectation that design approval may take some time to to receive back for construction in fall or winter of 2021.		

FINANCIAL SECTION

<i>Total Project Cost</i>	54100	<i>2021 Project Request</i>	20000
<i>Carry Forward?</i>	Yes	<i>Carry Forward Request</i>	34100
<i>Is the project an on-going project?</i>	No		
<i>Five Year Operational Costs</i>	1000; 1000; 1000; 1000; 1000		
<i>Operating Cost Assumptions</i>	Assumed operating expenditures include annual operation of the effluent system and cleaning as a regular work order effort.		
<i>What ongoing maintenance costs exist for the project?</i>	Cleaning of the system on an annual or semi annual basis would be the extent of maintenance costs.		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	The project will need to be replaced at the end of its useful life. This should be a significant amount of time as well maintained and bedded pipe can have a useful life of 30 to 50 years. Replacement is assumed to be paid in the future from water rate revenues.		

<i>Does the Project Leverage Non-City Funding?</i>	No
<i>Is the leveraged funding committed?</i>	
<i>How much funding is being leveraged?</i>	

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	12/31/2021
<i>What is the Timetable for the Project?</i>	The basis of design report is nearly prepared for submission to CDPHE for design approval and work continues on the pipe gallery routing and design for these effluent pipes. Provided approval of the basis of design report is provided by the state by Spring of 2021, the project should be able to be completed in November/December of 2021.

GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	The goals of the Water Treatment division to provide the highest quality drinking water will be enhanced through the additional ability to waste off of the filters with this system.
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<i>Are there more efficient and effective means to achieve the same outcomes?</i>	No. This process will provide for a more efficient process and possibly allow for less frequent backwashing of filters.
<i>How does the project contribute toward City Council Goals?</i>	The project will contribute to our responsible stewardship of the City's water resources (CG#3) by managing our sludge contributions more effectively at the CMWTP. Further, it may allow for expanded water treatment capacity at the plant (CG#4) by more effectively managing the waste process of that facility.

#### PRIORITIZATION CRITERIA

<i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i>	Possibly -3
<i>Does the project help address health, life and safety concerns within the City?</i>	Possibly -3
<i>Is the project necessary to provide a minimum level of service to the community?</i>	Probably No -2
<i>Was significant public engagement provided for in the development of the project?</i>	Definitely No -1
<i>Does the project address specific <a href="#">City Council Goals</a>?</i>	Definitely Yes -5
<i>Does the project address the Sustainability Action Plan of the City?</i>	Possibly -3
<i>Does your Department have staff capacity to complete the project if it is funded?</i>	Definitely Yes -5
<i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i>	Definitely No -1
<i>Has the project been developed as part of a larger scale asset plan?</i>	Possibly -3
<i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i>	Definitely No -1

<i>Background on Prioritization Responses</i>
This operational process improvement was not one where public outreach was sought. There are direct City Council goals that these enhancements contribute toward particularly in regard to water resource and energy efficiency. Staff will have the capacity t

#### ADDITIONAL CRITERIA

<i>Does the project provide a positive economic impact to the community?</i>	
<i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i>	Possibly - 3
<i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i>	Definitely No - 1
<i>Does the project improve ADA accessibility in the community?</i>	Definitely No - 1

<i>Background on Additional Criteria Responses</i>
<i>Provide any additional references, documents or plans of support.</i>



City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	1127 : Water Master Plan
Utilities	<i>Funding Source</i>	Water Enterprise Funds
<i>Project Description</i>		
Project under contract and in progress to develop an updated Water Master Plan in conjunction with the current City Master Plan adopted in 2017. The previous water supply master plan was developed in 2003 and amended in 2007. An updated plan will evaluate trends and issues in consideration of the growth and demand the City of Durango has experienced over the past decade and make recommendations.		

FINANCIAL SECTION

<i>Total Project Cost</i>	75000	<i>2021 Project Request</i>	\$ -
<i>Carry Forward?</i>	Yes	<i>Carry Forward Request</i>	75000
<i>Is the project an on-going project?</i>	No		
<i>Five Year Operational Costs</i>	\$0 No operational costs are associated with this plan.		
<i>Operating Cost Assumptions</i>	No operating expenditures are assumed as a result of preparing this plan.		
<i>What ongoing maintenance costs exist for the project?</i>	Ongoing maintenance will be developed through incremental updates with most of that effort developed by internal staff.		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	There will be updates to the plan necessary over time as all master plans need.		

<i>Does the Project Leverage Non-City Funding?</i>	No
<i>Is the leveraged funding committed?</i>	
<i>How much funding is being leveraged?</i>	

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	6/30/2021
<i>What is the Timetable for the Project?</i>	The project is currently underway and is expected to continue into the new year with completion desired by mid year.

GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	This project helps to scope and identify overall goals of the water treatment and distribution system and this effort is a critical item to inform both the short and long term direction for the water division.
<i>Are there more efficient and effective means to achieve the same outcomes?</i>	No.
<i>How does the project contribute toward City Council Goals?</i>	This project identifies long term trends and directs the City's long term water system efforts to provide responsible

	stewardship of those water resources (CG#3) over time. Further the project provides the analysis needed and a plan to establish new goals and move forward in a consistent and informed way.
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**PRIORITIZATION CRITERIA**

<b><i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i></b>	Possibly -3
<b><i>Does the project help address health, life and safety concerns within the City?</i></b>	Probably -4
<b><i>Is the project necessary to provide a minimum level of service to the community?</i></b>	Possibly -3
<b><i>Was significant public engagement provided for in the development of the project?</i></b>	Definitely Yes -5
<b><i>Does the project address specific <a href="#">City Council Goals</a>?</i></b>	Definitely Yes -5
<b><i>Does the project address the Sustainability Action Plan of the City?</i></b>	Probably -4
<b><i>Does your Department have staff capacity to complete the project if it is funded?</i></b>	Definitely Yes -5
<b><i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i></b>	Definitely No -1
<b><i>Has the project been developed as part of a larger scale asset plan?</i></b>	Possibly -3
<b><i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i></b>	Definitely No -1

<b><i>Background on Prioritization Responses</i></b>	
This project includes public outreach as a part of the effort to understand water use sentiments and to evaluate demand projections into the future. Some of the specific items evaluated include how the City has managed water resources and how we may move	

**ADDITIONAL CRITERIA**

<b><i>Does the project provide a positive economic impact to the community?</i></b>	
<b><i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i></b>	Possibly - 3
<b><i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i></b>	Definitely No - 1
<b><i>Does the project improve ADA accessibility in the community?</i></b>	Definitely No - 1

<b><i>Background on Additional Criteria Responses</i></b>	
This plan in part identifies needs into the future and will help ensure the ability to deliver water resources for growth which is expected in our community. As part, the project will help to identify efficiencies of operation where possible and keep that in mind as our work continues.	
<b><i>Provide any additional references, documents or plans of support.</i></b>	

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	1079 : Meter Replacement Program
Utilities	<i>Funding Source</i>	Water Enterprise Funds
<i>Project Description</i>		
Upgrade of meters for both residential and commercial accounts around the City of Durango. The City of Durango initiated a project to install residential meters and will continue with commercial meter applications to complete the system. This will ensure accuracy for customers and the City and allow for detailed information for both parties. In spring of 2020 no bids were received for a commercial phase of the project. Through the year city staff have developed a plan to self-perform work with assistance from licensed plumbers, but self performance of this work will take longer and is expected to be ongoing at least through 2021, and into 2022.		

FINANCIAL SECTION

<i>Total Project Cost</i>	1550000	<i>2021 Project Request</i>	\$ -
<i>Carry Forward?</i>	Yes	<i>Carry Forward Request</i>	1550000
<i>Is the project an on-going project?</i>	Yes		
<i>Five Year Operational Costs</i>	\$3000; 3000; 3000; 3000; 3000		
<i>Operating Cost Assumptions</i>	Operating expenditures include amounts for service calls on our reading equipment and trouble shooting. Other expenses from meter trouble shooting are not assumed to increase over current amounts as this effort has been to replace existing systems which we had been operating previously.		
<i>What ongoing maintenance costs exist for the project?</i>	Annual maintenance of read infrastructure will be necessary to ensure continued performance. This is offset by the efficiency of avoiding mobile reading on a monthly basis.		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	Read infrastructure will need to be replaced or repaired with the highest frequency approximately every 10 to 15 years. Meters are fully warrantied for 10 years with a pro-rated warranty for ten additional years to a fully depreciated product at 20 years. Bench testing will evaluate continued effectiveness moving forward. In all cases a replacement cost is assumed to be paid for by water rate revenues in the future.		

<i>Does the Project Leverage Non-City Funding?</i>	No
<i>Is the leveraged funding committed?</i>	
<i>How much funding is being leveraged?</i>	

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	12/30/2022
<i>What is the Timetable for the Project?</i>	With no bids being received in 2020 for the commercial phase of the project, staff is moving toward a self performance model of

	replacement. This extends the timeframe as fewer installations can be done per month and commercial meters and consumption can be more sensitive, take additional time and must be scheduled carefully. This drives the project through 2021 and likely into 2022.
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## GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	This effort is part of the goal to improve read processes and to ensure accurate meter reading for all customers. Replacement of older and less accurate meters with new ones, as well as the improvement of read systems provide for efficiency, more read granularity, the ability to better account for water use and detect leaks, and overall better trust and accounting of water use in the City as a whole.
<i>Are there more efficient and effective means to achieve the same outcomes?</i>	It would be more efficient to drive for installation in a shorter timeframe to avoid continued costs of a third party reading system and to improve our process more quickly. However we have run into difficulty obtaining bids and labor to complete such work. It may be evaluated further in the fall and spring.
<i>How does the project contribute toward City Council Goals?</i>	The project enhances our stewardship of water resources (CG#3) by better accounting for water use, identifying leaks, and allowing better understanding of water use patterns within the City as a whole. The project also supports the effective use of water resources (CG#4) throughout the City.

## PRIORITIZATION CRITERIA

<b><i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i></b>	Possibly -3
<b><i>Does the project help address health, life and safety concerns within the City?</i></b>	Possibly -3
<b><i>Is the project necessary to provide a minimum level of service to the community?</i></b>	Possibly -3
<b><i>Was significant public engagement provided for in the development of the project?</i></b>	Possibly -3
<b><i>Does the project address specific <a href="#">City Council Goals</a>?</i></b>	Probably -4
<b><i>Does the project address the Sustainability Action Plan of the City?</i></b>	Probably -4
<b><i>Does your Department have staff capacity to complete the project if it is funded?</i></b>	Possibly -3
<b><i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i></b>	Definitely No -1
<b><i>Has the project been developed as part of a larger scale asset plan?</i></b>	Probably -4
<b><i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i></b>	Probably No -2

<b><i>Background on Prioritization Responses</i></b>
The state has continually requested better accounting for water consumption in any municipal and industrial uses throughout the State and this project keeps Durango ahead of those requirements. The project was discussed at length in context of the 2019 Ra

## ADDITIONAL CRITERIA

<b><i>Does the project provide a positive economic impact to the community?</i></b>	
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<b><i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i></b>	Probably - 4
<b><i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i></b>	Definitely No - 1
<b><i>Does the project improve ADA accessibility in the community?</i></b>	Definitely No - 1

<i>Background on Additional Criteria Responses</i>
<i>Provide any additional references, documents or plans of support.</i>

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	1096 : Concrete Sidewalks and Aprons
Utilities	<i>Funding Source</i>	Water Enterprise Funds
<i>Project Description</i>		
Concrete Sidewalks and aprons in front of buildings and doorways to keep from tracking mud into buildings. Mitigates slipping hazards. Concrete placements scheduled in 2021 after electrical feeders have been relocated to new Main Electrical Distribution center (Proj 1071). May begin late fall if electrical work progresses quickly.		

FINANCIAL SECTION

<i>Total Project Cost</i>	56055	<i>2021 Project Request</i>	\$
			-
<i>Carry Forward?</i>	Yes	<i>Carry Forward Request</i>	56055
<i>Is the project an on-going project?</i>	No		
<i>Five Year Operational Costs</i>	No additional operational expenses are expected.		
<i>Operating Cost Assumptions</i>	Currently we already plow and manage the dirt parking at the WTP, concrete aprons will make this easier and we will not incur additional expenses accordingly.		
<i>What ongoing maintenance costs exist for the project?</i>	Ongoing maintenance may only be occasional concrete repair which should be negligible.		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	The concrete placement will have a long useful life and should provide many years of service. Replacement may come at a time of large scale remodel or other efforts, and such replacement would be paid for with water rate revenues.		

<i>Does the Project Leverage Non-City Funding?</i>	No
<i>Is the leveraged funding committed?</i>	No
<i>How much funding is being leveraged?</i>	

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	6/30/2021
<i>What is the Timetable for the Project?</i>	The project is awaiting on the construction of the phase 4 electrical upgrade project to allow areas to be excavated once prior to placement of concrete. This could occur as early as fall of 2020, but is more likely in the spring of 2021.

GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	The goal of this project is to allow for a better parking area, with less tracking, slipping and maintenance of the gravel parking area. With appropriate grading, this will provide a more efficient effort in plowing and shoveling in winter and avoid the tracking of dirt into the filter building..
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<i>Are there more efficient and effective means to achieve the same outcomes?</i>	No
<i>How does the project contribute toward City Council Goals?</i>	This project makes more effective utilization of resources (CG#4) by water treatment staff and makes improvements to the facility.

#### PRIORITIZATION CRITERIA

<b><i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i></b>	Definitely No -1
<b><i>Does the project help address health, life and safety concerns within the City?</i></b>	Probably No -2
<b><i>Is the project necessary to provide a minimum level of service to the community?</i></b>	Probably No -2
<b><i>Was significant public engagement provided for in the development of the project?</i></b>	Definitely No -1
<b><i>Does the project address specific <a href="#">City Council Goals</a>?</i></b>	Probably No -2
<b><i>Does the project address the Sustainability Action Plan of the City?</i></b>	Definitely No -1
<b><i>Does your Department have staff capacity to complete the project if it is funded?</i></b>	Definitely Yes -5
<b><i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i></b>	Definitely No -1
<b><i>Has the project been developed as part of a larger scale asset plan?</i></b>	Probably No -2
<b><i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i></b>	Definitely No -1

<b><i>Background on Prioritization Responses</i></b>	
This project has been a long term plan to improve the CMWTP parking area. It is not one that attains larger goals of the City, but provides a small incremental improvement to the facility and staff who operate and maintain it. The project will not take si	

#### ADDITIONAL CRITERIA

<b><i>Does the project provide a positive economic impact to the community?</i></b>	
<b><i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i></b>	Possibly - 3
<b><i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i></b>	Definitely No - 1
<b><i>Does the project improve ADA accessibility in the community?</i></b>	Possibly - 3

<b><i>Background on Additional Criteria Responses</i></b>	
The project has limited application for overall economic impact to the community. There will be staff efficiencies and reduced maintenance on the existing parking area, and the apron will allow for better ADA access than the current dirt parking area on the site.	
<b><i>Provide any additional references, documents or plans of support.</i></b>	

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	1097 : Pumping Station- PRV's, Pumps, Motors
Utilities	<i>Funding Source</i>	Water Enterprise Funds
<i>Project Description</i>		
This project is to build an inventory of spare parts for PRV's/pumping stations to satisfy equipment availability goals that requires on-hand emergency repair parts. Additionally rebuilding of large pumps such as the Santa Rita Pumpstation replacements and other significant costs of pump station and PRV maintenance and replacement.		

FINANCIAL SECTION

<i>Total Project Cost</i>	186800	<i>2021 Project Request</i>	\$ -
<i>Carry Forward?</i>	Yes	<i>Carry Forward Request</i>	86800
<i>Is the project an on-going project?</i>	Yes		
<i>Five Year Operational Costs</i>	Operational costs are associated with inventory management and are currently provided for.		
<i>Operating Cost Assumptions</i>	The project is to build an inventory of spare parts and to rebuild pumps in the system. No additional operating expenditures are assumed.		
<i>What ongoing maintenance costs exist for the project?</i>	Ongoing operations costs include maintenance and counting of inventory. These costs are nominal.		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	Replacement of pumps and motors is the whole intent of this ongoing project. Having a spare pump in the case of failure ensures no down time for the system to avoid issues within the treatment and distribution systems. Funding is assumed from water rate revenues.		

<i>Does the Project Leverage Non-City Funding?</i>	No
<i>Is the leveraged funding committed?</i>	
<i>How much funding is being leveraged?</i>	

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	12/31/2021
<i>What is the Timetable for the Project?</i>	Pump rebuilds occur early or late in the year depending on type of pump. Accordingly the project is typically complete at the very end of the year.

GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	The goals of the project and the department thereby are to have spare equipment for aspects which are not readily available on the market to avoid downtime. This resiliency effort allows for continued provision of potable water to all customers.
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<i>Are there more efficient and effective means to achieve the same outcomes?</i>	We have worked to standardize pump types to allow a single pump to provide backup to many facilities. Ongoing standardization will help to achieve the same.
<i>How does the project contribute toward City Council Goals?</i>	The project provides for the effective utilization of resources (CG#4) by ensuring continued operations and making a more resilient utility.

### PRIORITIZATION CRITERIA

<b><i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i></b>	Possibly -3
<b><i>Does the project help address health, life and safety concerns within the City?</i></b>	Possibly -3
<b><i>Is the project necessary to provide a minimum level of service to the community?</i></b>	Possibly -3
<b><i>Was significant public engagement provided for in the development of the project?</i></b>	Definitely No -1
<b><i>Does the project address specific <a href="#">City Council Goals</a>?</i></b>	Definitely Yes -5
<b><i>Does the project address the Sustainability Action Plan of the City?</i></b>	Probably No -2
<b><i>Does your Department have staff capacity to complete the project if it is funded?</i></b>	Definitely Yes -5
<b><i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i></b>	Definitely No -1
<b><i>Has the project been developed as part of a larger scale asset plan?</i></b>	Probably No -2
<b><i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i></b>	Definitely No -1

<b><i>Background on Prioritization Responses</i></b>
Having spare equipment allows the water system to avoid service interruption and negative impacts that may result therefrom. No significant public outreach has been undertaken in regard to this operational item, and the project does address effective use

### ADDITIONAL CRITERIA

<b><i>Does the project provide a positive economic impact to the community?</i></b>	
<b><i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i></b>	Probably No - 2
<b><i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i></b>	Definitely No - 1
<b><i>Does the project improve ADA accessibility in the community?</i></b>	Definitely No - 1

<b><i>Background on Additional Criteria Responses</i></b>
<b><i>Provide any additional references, documents or plans of support.</i></b>

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	1104 : Storage Tanks Control Panel Systems
Utilities	<i>Funding Source</i>	Water Enterprise Funds
<i>Project Description</i>		
Upgrade and installation of control panels at storage tanks. To provide improved remote visibility and operator control capability of water storage facilities. Carrying forward the total of this will allow for the installation of control panels at Rockridge and Timberline Tanks in 2021 along with the telemetry effort (#1042).		

FINANCIAL SECTION

<i>Total Project Cost</i>	255400	<i>2021 Project Request</i>	\$ -
<i>Carry Forward?</i>	Yes	<i>Carry Forward Request</i>	155400
<i>Is the project an on-going project?</i>	Yes		
<i>Five Year Operational Costs</i>	No additional operational expenditures are assumed as a result of this project		
<i>Operating Cost Assumptions</i>	We currently maintain these tanks manually with to both fill and measure draw down. Installation of a control panel will allow for automated data collection and operation which will reduce our demand to visit the tanks.		
<i>What ongoing maintenance costs exist for the project?</i>	Ongoing maintenance costs are minimal with occasional SCADA troubleshooting and marginal electrical costs.		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	The panels and telemetry will need to be replaced at the end of their useful life, however they have an extended life span between 30 and 50 years and would likely be amended as part of a tank rehabilitation or other effort. Water rate revenue would be assumed for payment of future replacement.		

<i>Does the Project Leverage Non-City Funding?</i>	No
<i>Is the leveraged funding committed?</i>	
<i>How much funding is being leveraged?</i>	

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	10/29/2021
<i>What is the Timetable for the Project?</i>	Control panels are already in design and which should be complete near the end of 2020. Once design is completed, installation should be possible relatively quickly and both locations should be complete by October of 2021.

GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	This is part of our general effort to more efficiently and effectively monitor and operate the distribution system through SCADA. With better visibility throughout the
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	distribution system, staff can more efficiently and effectively utilize our water resources and avoid issues such as tank overflows.
<i>Are there more efficient and effective means to achieve the same outcomes?</i>	No.
<i>How does the project contribute toward City Council Goals?</i>	This project provides for the stewardship of water resources (CG#3) by providing better visibility of water flow through our tanks along with more precise operation of that pressure zone. Further it supports the effective and efficient utilization of our water system by providing enhanced operation.

### PRIORITIZATION CRITERIA

<b><i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i></b>	Possibly -3
<b><i>Does the project help address health, life and safety concerns within the City?</i></b>	Possibly -3
<b><i>Is the project necessary to provide a minimum level of service to the community?</i></b>	Probably No -2
<b><i>Was significant public engagement provided for in the development of the project?</i></b>	Definitely No -1
<b><i>Does the project address specific <a href="#">City Council Goals</a>?</i></b>	Definitely Yes -5
<b><i>Does the project address the Sustainability Action Plan of the City?</i></b>	Possibly -3
<b><i>Does your Department have staff capacity to complete the project if it is funded?</i></b>	Probably -4
<b><i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i></b>	Definitely No -1
<b><i>Has the project been developed as part of a larger scale asset plan?</i></b>	Probably No -2
<b><i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i></b>	Definitely No -1

#### *Background on Prioritization Responses*

The project has not been considered as part of the broader water master plan to this point, however effective operations are assumed for our water systems regardless of our overall plan. The project does allow us to more directly track and understand tank

### ADDITIONAL CRITERIA

<b><i>Does the project provide a positive economic impact to the community?</i></b>	
<b><i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i></b>	Possibly - 3
<b><i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i></b>	Definitely No - 1
<b><i>Does the project improve ADA accessibility in the community?</i></b>	Definitely No - 1

#### *Background on Additional Criteria Responses*

Reliable drinking water does provide a positive overall economic impact to the community. There will be staff efficiencies which may potentially reduce costs and mitigate demand for staffing over time.

*Provide any additional references, documents or plans of support.*

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	1109 : CMWTP 3MG Tank; Sewer Main/Miox system; Process and Yard piping
Utilities	<i>Funding Source</i>	Water Enterprise Funds
<i>Project Description</i>		
Project includes improvements at the College Mesa Treatment Plant including construction of an approximate 3 million gallon tank, process piping improvements, valve improvements, effluent and waste process enhancements and other site, process and plant improvements. With completion of Phase IV electrical Work (1071) movement of underground utilities (electrical, gas, process piping) will be complete. Engineering on control valve and Entry point to distribution vaults will continue with contract engineer. Once complete, an additional funding request for tank construction will be necessary.		

FINANCIAL SECTION

<i>Total Project Cost</i>	3850000	<i>2021 Project Request</i>	\$ -
<i>Carry Forward?</i>	Yes	<i>Carry Forward Request</i>	550000
<i>Is the project an on-going project?</i>	No		
<i>Five Year Operational Costs</i>	0; 0; 5000; 5000; 5000		
<i>Operating Cost Assumptions</i>	We assume no additional operating expenditures for the project until it is complete in 2022. Thereafter an estimate of \$5000 per year is included which will provide for tank maintenance, monitoring, and other efforts with the additional tank online.		
<i>What ongoing maintenance costs exist for the project?</i>	Ongoing maintenance will include tank inspection, painting every 10 to 20 years, interior repairs and other maintenance we currently conduct on all tanks throughout the City.		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	The tank will need to be rehabilitated from time to time, but the expected useful life should be between 40 and 80 years with appropriate maintenance.		

<i>Does the Project Leverage Non-City Funding?</i>	No
<i>Is the leveraged funding committed?</i>	
<i>How much funding is being leveraged?</i>	

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	12/30/2022
<i>What is the Timetable for the Project?</i>	The timetable is only to complete the design engineering in 2021 with assumed construction in 2022. A significant appropriation will be necessary for construction as general costs for tank construction are expected at about one dollar per gallon of storage.

## GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	The goals of this project are to provide a redundant tank and baffling within it to ensure appropriate disinfectant contact time. This project will also allow the City to take down the 7MG tank for long needed maintenance and rehabilitation.
<i>Are there more efficient and effective means to achieve the same outcomes?</i>	No, we have not identified other better options at the current time to ensure contact time which is a CDPHE requirement.
<i>How does the project contribute toward City Council Goals?</i>	This project provides for effective and efficient use of our water resources (CG#4) by creating redundancy at the College Mesa Treatment Plant and working to mitigate one of our single points of failure in our treatment and distribution system at the 7MG tank.

## PRIORITIZATION CRITERIA

<b><i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i></b>	Probably -4
<b><i>Does the project help address health, life and safety concerns within the City?</i></b>	Probably -4
<b><i>Is the project necessary to provide a minimum level of service to the community?</i></b>	Possibly -3
<b><i>Was significant public engagement provided for in the development of the project?</i></b>	Probably No -2
<b><i>Does the project address specific <a href="#">City Council Goals</a>?</i></b>	Definitely Yes -5
<b><i>Does the project address the Sustainability Action Plan of the City?</i></b>	Probably No -2
<b><i>Does your Department have staff capacity to complete the project if it is funded?</i></b>	Probably -4
<b><i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i></b>	Definitely No -1
<b><i>Has the project been developed as part of a larger scale asset plan?</i></b>	Possibly -3
<b><i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i></b>	Definitely No -1

### *Background on Prioritization Responses*

This project is one of the higher priority items to allow redundancy at the College Mesa Plant. The project has been identified as one method of ensuring compliance with disinfectant contact time requirements which have been evaluated regularly by staff

## ADDITIONAL CRITERIA

<b><i>Does the project provide a positive economic impact to the community?</i></b>	
<b><i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i></b>	Probably No - 2
<b><i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i></b>	Definitely No - 1
<b><i>Does the project improve ADA accessibility in the community?</i></b>	Definitely No - 1

### *Background on Additional Criteria Responses*

*Provide any additional references, documents or plans of support.*

City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	1068 : WTP Reclaim/Sludge Management
Utilities	<i>Funding Source</i>	Water Enterprise Funds
<i>Project Description</i>		
<p>The project will improve process for managing and disposing of sludge produced from various processes at the WTP; which improves efficiency of sludge handling and management on site. The 2021 effort is to complete engineering for entire Reclaim / Sludge Management project and then to install the retrofitted Bodo 1 supernatant pump station with inclusion of flow and turbidity monitoring.</p>		

FINANCIAL SECTION

<i>Total Project Cost</i>	92835	<i>2021 Project Request</i>	80000
<i>Carry Forward?</i>	Yes	<i>Carry Forward Request</i>	12835
<i>Is the project an on-going project?</i>	No		
<i>Five Year Operational Costs</i>	3000; 3000; 3000; 3000; 3000		
<i>Operating Cost Assumptions</i>	<p>We are assuming electrical cost and additional maintenance costs for the monitoring equipment and improved lift station. There are some assumed efficiencies with the new lift station, however the sludge management process will be enhanced and will result in more regular dewatered sludge disposal either on site or to the landfill.</p>		
<i>What ongoing maintenance costs exist for the project?</i>	<p>Maintenance already exists for the existing lift station on site. Equipment calibration and monitoring will increase slightly, and monitoring the dewatering system will take slightly more staff time than the existing reclaim system does.</p>		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	<p>The dewatering system will need to be replaced at variable time periods. As an example the lifetime of a pump station can reach 30 to 50 years, but the replacement of geotubes to dewater sludge may be more frequent. Water rate revenue is assumed to be used for future replacement.</p>		

<i>Does the Project Leverage Non-City Funding?</i>	No
<i>Is the leveraged funding committed?</i>	
<i>How much funding is being leveraged?</i>	

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	11/26/2021
<i>What is the Timetable for the Project?</i>	<p>We are currently under contract with an engineering firm to conduct the design, however due to staff turnover with the firm, a new group is getting up to speed on the project. It is expected the design can be completed by the spring of 2021, and work to retrofit the BOD01</p>

	lift station can begin as other project aspects will need to be manufactured for installation in the fall or early winter.
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### GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	The goals of this project are to develop a more efficient and effective method of managing sludge generated from water treatment.
<i>Are there more efficient and effective means to achieve the same outcomes?</i>	
<i>How does the project contribute toward City Council Goals?</i>	The process contributes to our responsible stewardship of the City's water resources (CG#3) by managing our sludge contributions more effectively at the CMWTP. Further, it may allow for expanded water treatment capacity at the plant (CG#4) by more effectively managing the waste process of that facility.

### PRIORITIZATION CRITERIA

<b><i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i></b>	Possibly -3
<b><i>Does the project help address health, life and safety concerns within the City?</i></b>	Possibly -3
<b><i>Is the project necessary to provide a minimum level of service to the community?</i></b>	Probably No -2
<b><i>Was significant public engagement provided for in the development of the project?</i></b>	Definitely No -1
<b><i>Does the project address specific <a href="#">City Council Goals</a>?</i></b>	Definitely Yes -5
<b><i>Does the project address the Sustainability Action Plan of the City?</i></b>	Possibly -3
<b><i>Does your Department have staff capacity to complete the project if it is funded?</i></b>	Definitely Yes -5
<b><i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i></b>	Definitely No -1
<b><i>Has the project been developed as part of a larger scale asset plan?</i></b>	Possibly -3
<b><i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i></b>	Definitely No -1

<b><i>Background on Prioritization Responses</i></b>
The project replaces an inefficient process we currently conduct, and management of our waste contributions is a requirement of our treatment facility permit. We currently provide for a process which allows this project to be put off, however it is ineffi

### ADDITIONAL CRITERIA

<b><i>Does the project provide a positive economic impact to the community?</i></b>	
<b><i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i></b>	
<b><i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i></b>	Definitely No - 1
<b><i>Does the project improve ADA accessibility in the community?</i></b>	Definitely No - 1

<b><i>Background on Additional Criteria Responses</i></b>
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Continuing to treat water provides a positive economic impact in our community. Further the ability to better manage this process will likely result in efficiencies of energy costs and staff time resulting in better outcomes. There are no specific considerations for DEI or ADA requirements as part of this project.

*Provide any additional references, documents or plans of support.*

City of Durango Water Master Plan (in development)



City of Durango 2021 CIP Project Questionnaire

GENERAL

<i>Department</i>	<i>Project Title</i>	1085 - Storage Tank Rehabilitation
Utilities	<i>Funding Source</i>	Water Enterprise Revenue
<i>Project Description</i>		
This is an on-going program to extend the life of the original coating and postpone very expensive "bare metal-and-up" coating rehabilitation. Provides for minor capital improvements to Water Storage Tanks including hatches, disinfection byproduct management, and other appertunances to maintain both water quality and the tank itself.		

FINANCIAL SECTION

<i>Total Project Cost</i>	150000	<i>2021 Project Request</i>	50000
<i>Carry Forward?</i>	Yes	<i>Carry Forward Request</i>	\$ -
<i>Is the project an on-going project?</i>	Yes		
<i>Five Year Operational Costs</i>	0		
<i>Operating Cost Assumptions</i>	The ongoing capital maintenance of water tanks is necessary per our tank inspection schedule. Upon tank inspection in many cases spot repairs are necessary or in other cases we develop a plan for major rehabilitation. No operational costs are associated with these efforts.		
<i>What ongoing maintenance costs exist for the project?</i>	This project is an ongoing maintenance effort for tanks throughout the City. In most cases when conducting tank work, the solutions fall above the capital threshold and use these funds and the capital process.		
<i>Will the project need to be replaced, If so how will it be paid for?</i>	Tanks will need to be replaced or rehabilitated on an ongoing basis to avoid water quality issues and to manage other distribution system problems. This ongoing project put off those demands with maintenance efforts.		

<i>Does the Project Leverage Non-City Funding?</i>	No
<i>Is the leveraged funding committed?</i>	
<i>How much funding is being leveraged?</i>	

PROJET TIMETABLE

<i>What is the estimated completion date?</i>	10/29/2021
<i>What is the Timetable for the Project?</i>	The expected timetable will be for inspection in the spring and conducting any maintenance into the fall.

GOAL ATTAINMENT

<i>What are the overall project goals? Why is your department proposing this Project?</i>	This ongoing maintenance effort is critical to maintaining our water supply tanks throughout the city. Increased demand for disinfection byproduct management has driven some additional needs in tank rehabilitation.
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<i>Are there more efficient and effective means to achieve the same outcomes?</i>	There are no more efficient methods in tank management.
<i>How does the project contribute toward City Council Goals?</i>	The project provides for responsible management of our water system (CG#4) by caring for our assets regularly and making investments in their continual operation.

#### PRIORITIZATION CRITERIA

<b><i>Is the project legally required or in response to a legal mandate by Charter, State of Colorado or Federal Government?</i></b>	Definitely Yes -5
<b><i>Does the project help address health, life and safety concerns within the City?</i></b>	Definitely Yes -5
<b><i>Is the project necessary to provide a minimum level of service to the community?</i></b>	Probably -4
<b><i>Was significant public engagement provided for in the development of the project?</i></b>	Definitely No -1
<b><i>Does the project address specific <a href="#">City Council Goals</a>?</i></b>	Probably -4
<b><i>Does the project address the Sustainability Action Plan of the City?</i></b>	Probably No -2
<b><i>Does your Department have staff capacity to complete the project if it is funded?</i></b>	Probably -4
<b><i>Does the project leverage non-City funding (1=0%; 5=50%+)?</i></b>	Definitely No -1
<b><i>Has the project been developed as part of a larger scale asset plan?</i></b>	Definitely Yes -5
<b><i>If this project moves forward, will it inhibit other priority projects from moving ahead?</i></b>	Definitely No -1

<b><i>Background on Prioritization Responses</i></b>
Ongoing maintenance of tanks is a critical requirement from CDPHE to ensure water quality. This also ensures delivery of both pressure and quantities of water throughout our distribution system. These assets are part of the Distribution System Assessment

#### ADDITIONAL CRITERIA

<b><i>Does the project provide a positive economic impact to the community?</i></b>	
<b><i>Does the project have an impact on reducing costs over time? (e.g. energy, cross departmental, economies of scale or other savings)?</i></b>	Probably No - 2
<b><i>Does the project improve or advance an effort for Diversity, Equity and Inclusion within the community?</i></b>	Definitely No - 1
<b><i>Does the project improve ADA accessibility in the community?</i></b>	Definitely No - 1

<b><i>Background on Additional Criteria Responses</i></b>
Provision of consistent quantities and pressures within our water system ensures reliable water service to residents, businesses and visitors. The maintenance effort does not have prospects of reducing costs over time, but mitigate more expensive repairs and replacements in the future.
<b><i>Provide any additional references, documents or plans of support.</i></b>

# APPENDIX

## City of Durango Budget Guidance

The City of Durango adheres to the provisions set forth in the City Charter that was first adopted in 1912 with regards to its annual budget. The financial procedures set forth in the Charter with regards to the budget are listed below.

- The fiscal year of the City of Durango and all its agencies shall be determined by the City Council by ordinance.
- The City Manager shall direct the preparation of the Annual Budget and submit the Annual Budget to the City Council in a timely manner.
- The Budget for the ensuing year shall contain:
  1. A detailing of the anticipated revenues from all sources, including any surplus funds from the preceding year;
  2. A statement of the adopted expenditures for each office, agency, or department. Such statement shall further include a statement of the expenditures for personnel, operations, other expenses and capital outlay;
  3. Subsidiary budgets shall be prepared for all city-owned utilities in conformance with Municipal Accounting Standards;
  4. An estimate of the amount of surplus funds which shall exist at the end of the budget year.
  5. A comparison, in detail with the previous budget year;
  6. The City Manager shall supply, when directed by the Council, any other supporting information that the Council may request concerning the budget.
- Long Term Financing: The budget shall also include:
  1. A statement of all adopted capital construction projects irrespective of whether such projects are to be completed during the budget year. Such statements shall also contain an estimate of their costs and necessary revenue measures to accomplish the completion of the projects and a statement of the estimated annual costs of operating such projects;
  2. A statement of bonded indebtedness, or other long-term obligations along with the retirement schedule, interest requirements, and sinking funds provided for such obligation.
- Budget Hearing: A public hearing on the budget shall be held before its final adoption. Notice of such public hearing shall be announced at least two weeks prior to such hearing. Publication shall be made as otherwise provided in the Charter. The complete budget shall be on file for public inspection in the city offices, for a period not less than two weeks prior to the date of such hearing, and available for purchase by the public, at actual cost.
- Adoption of Budget and Appropriation Ordinance: The City Council shall adopt the final budget in a timely manner prior to the start of the ensuing budget year, and pass the necessary Appropriation Ordinance.
- Certification of Tax Levy: The City Council shall certify to the authorized taxing authority the proper number of mills on each dollar of assessed valuation of all taxable property within the corporate limits of the City, as may be necessary to raise the ad valorem requirements of the adopted budget. Such certification shall be done by the City Council in a timely manner, or as required by the taxing authority.
- Failure to Adopt Budget, Appropriation Ordinance and Tax Levy Certification: If the City Council fails to act in a timely manner to adopt the annual budget, the Appropriation Ordinance, or to certify the tax levy, as required by the Charter, the amounts last fixed shall be the amounts for the ensuing year. These amounts will be in effect until the City Council takes additional action.

- **Transfer of Appropriations:** The Council may make additional appropriations by resolution during the budget year for unanticipated expenditures required by the City, but not in excess of the amount that actual reserves exceed budgeted revenues and un-appropriated surplus, unless the appropriation is necessary to relieve an emergency endangering the public health, peace, and safety. Should such an emergency exist, the Council must, by appropriate resolution, find an additional appropriation necessary to relieve an emergency endangering the public health, peace, and safety of its citizens.
- **Sinking funds and Special Reserve Funds:** The City Council may, by ordinance provide for sinking or reserve funds for all forms of debt service, future improvements, or other projects. Such funds are to be held in trust for each specified purpose.
- **Accounting Records:** The City Manager shall direct and administer a proper system of accounts and records which shall conform with current generally accepted governmental accounting principles. The system of accounts and records shall provide the following:
  1. An efficient day-to-day operation in the handling of receipts and disbursements for the City's funds;
  2. A monthly statement of receipts and expenditures in such manner that the City Council has enough details to determine the compliance with budget requirements, and to determine the financial condition of the City. This statement shall be made available for public inspection:
  3. A comprehensive annual financial report covering all funds and financial operations of the City.
- **Internal Control:** The accounting system shall incorporate a proper system of internal control and provide for the minimum safeguards in accounting controls.
- **Annual Audit:** An independent audit shall be made annually of all City accounting records by a certified public accountant, licensed to practice in the State of Colorado. The accountant shall not be an employee of the City of Durango. The City Council shall select the accountant and may call for more frequent or special audits if deemed necessary. Such audits shall be available for public inspection, and for ensuing budget preparation.
- **Purchasing:** The City Manager shall direct a central purchasing operation which shall be responsible for the procurement of goods and services for all departments, offices, and agencies. The procedures utilized by the purchasing department shall comply with standards normally used in municipal and governmental entities, provided, however, that nothing contained herein shall be construed as limiting the power of the City of Durango from entering into a joint purchasing agreement with any governmental entity.
- **Depository:** The City Council shall designate depositories for City funds and provide security for such deposits.
- **Investments:** Cash in any City fund not needed for current operations may be invested in any manner that is then permitted by the statutes of Colorado. Such investments shall take into account the time when the cash will be needed for its intended purpose.
- **Forms of Borrowing:** The City may borrow money and issue securities in evidence thereof, as follows:
  1. Short-term notes
  2. Anticipation warrants
  3. General obligation bonds
  4. Revenue Bonds
  5. Local improvement bonds; and
  6. Any other like securities.
- **Short-Term Notes:** The City may, by resolution of the City Council, without an election, issue short term notes maturing within twelve months of the date of issuance. Such notes are not indebtedness.
- **Obligations Payable from General Revenues:** No bonds or other evidence of indebtedness payable in whole or in part from general revenues, or to which the full faith and credit of the City are pledged, shall be issued until the question of their issuance shall be submitted to a vote of the registered electors at a special or general municipal election and approved by a majority of those

voting. For purposes of this section, “general revenues” shall be defined to include but not be limited to: ad valorem taxes, sales and use taxes, and charges of any nature to users or future users of the water or sewer systems. Other sources of revenue shall be considered “general revenues” if said revenues are not specifically discussed in other sections of this article. This section is not to be construed to require an election prior to issuing specific bonds if the Constitution of the State of Colorado has not delegated the power to home rule cities to decide whether or not such an election should be required.

- **Limitation of Indebtedness:** The aggregate amount of bonds or other forms of indebtedness payable in whole or in part from the proceeds of ad valorem taxes, or to which the full faith and credit of the City are pledged (excluding such debt relating to water and excluding securities issued under Section 23) shall not exceed ten percent of the assessed valuation of the taxable property within the City, as shown in the most recent assessment for City purposes.
- **Revenue Securities:** The City may, by ordinance of the City Council, without election and without adherence to the limitations of Section 21, issue securities made payable solely from revenues derived from the operation of the project or capital improvement acquired or bettered with the securities’ proceeds.
- **Local Improvements Bonds:** The City may, by ordinance of the City Council, contract for or construct local or special improvements within specified districts of the City, and determine the methods of specially assessing the cost of such improvements, unless the owners of a majority of the property of such district oppose the project, or alternatively, if Council so provides by procedural ordinances, a majority of the owners of property in an assessments unit oppose the project to be constructed in such unit.
- **Refunding Securities:** The City may, by ordinance, issue securities for the purpose of refunding outstanding securities as the same mature or in advance of maturity (but without impairing their outstanding contractual rights) by means of escrow or otherwise; and it shall be the duty of Council to authorize such refunding securities whenever it determines it to be to the best advantage of the City to do so.
- **Long-Term Lease Agreement:** The City Council may, by ordinance, enter into long term rental or leasehold agreements and may provide for payment thereof by general appropriation levy, by imposition of usage fees on such rental or leasehold property, or a combination of both general appropriation levy and imposition of usage fees. The obligation to pay such rental or leasehold costs shall not be construed to be a part of the Charter’s limitation on indebtedness.

## **Basis of Presentation, Budgeting, & Accounting**

### **Basis of Presentation – Fund Accounting**

The activities of the City are organized into separate funds that are designated for a specific purpose or set of purposes. The City uses these funds to maintain its financial records during the year. Each fund is considered a separate accounting entity, so the operations of each fund are accounted for with a set of self-balancing accounts that comprise its revenues, expenses, assets, liabilities, and fund equity as appropriate.

The number and variety of funds used by the City promotes accountability but can also make municipal budgeting and finance complex. Therefore, understanding the fund structure is an important part of understanding the City’s finances. The two basic fund categories are Governmental Funds and Proprietary Funds; within each category there are various fund types. Following is a description of the seven fund types that contain the City’s various funds.

### **Governmental Funds**

Governmental funds are those through which most governmental functions typically are financed. Governmental fund reporting focuses on the sources, uses and balances of current financial resources. Expendable assets are assigned to the various governmental funds according to the purpose for which they may or must be used. Fund liabilities are assigned to the fund from which they will be liquidated. The City reports the difference between governmental fund assets and liabilities as fund balance.

## **General Fund**

The General Fund is the City's primary operating fund and is used to track revenues and expenditures associated with the basic City services that are not required to be accounted for in other funds. This includes services such as police, public works, parks and recreation, and other support services such as finance. These services are funded by general purpose tax revenues and other revenues that are unrestricted. This means that the City Council, with input from the public, has the ability to distribute the funds in a way that best meets the needs of the community as opposed to other funds that are restricted to predefined uses.

## **Special Revenue Funds**

Special Revenue funds account for activities supported by revenues that are received or set aside for a specific purpose that are legally restricted. The City has seven Special Revenue funds; Conservation Trust Fund, 2015 Sales Tax Fund, Road Impact Fee Fund, Durango Tourism Fund, 2019 Sales Tax Fund, Storm Drainage Fund, and Park Development Fund.

## **Debt Service Funds**

Debt Service funds account for the funds used to pay debt service. The City has two Debt Service funds; 1999 Sales Tax Bonds Debt Service Fund and 2007 & 2009 Sales Tax Bonds Debt Service Fund.

## **Capital Projects Funds**

Capital Projects funds account for financial resources that are primarily used for the acquisition, improvements, or construction of major capital projects. The City has four Capital Projects funds; Airport Construction Fund, Capital Projects Fund, Capital Improvements Fund and Open Space, Parks and Trail Fund. The 5-year capital improvements plan lists approved and anticipated capital projects of the City, is located in the capital improvement plan section of the budget document.

## **Proprietary Funds**

Proprietary fund reporting focuses on the determination of operating income, changes in net assets, financial position and cash flows. The proprietary funds are classified as enterprise funds and internal service funds.

## **Enterprise Funds**

Enterprise funds account for operations that are financed and operated in a manner similar to private business, where the intent of the City is that the fund will be self-supporting. This requires that the expense of providing goods and services to the general public on a continuing basis be financed and recovered primarily through user charges. In the event that these user charges are insufficient to cover the operations of the Enterprise fund, transfers can be made from other fund types to provide additional support. The City's Enterprise funds consist of Utility Funds (Water, Sewer and Sustainable Services), Airport Fund, and Transportation Services Fund.

## **Internal Service Funds**

Internal Service funds account for the financing of goods and services provided primarily by one City department to other City departments or agencies, or to other governments, on a cost-reimbursement basis. The City's Internal Service funds consist of the Capital Equipment Replacement Fund (CERF), General Services Fund, Self-Insurance Fund, and Risk Manager Fund.

## **Basis of Budgeting**

Basis of budgeting refers to the methodology used to include revenues and expenditures in the budget. The City of Durango primarily budgets on a cash basis. The revenues and expenditures assumed to be collected or spent during the period appropriated. Using this assumption, the current year revenues are compared to expenditures to ensure that each fund has sufficient revenues to cover expenditures during the budget year, or that there are sufficient cash reserves in the fund to cover the revenue shortfall.

## **Basis of Accounting**

Basis of accounting refers to the point at which revenues or expenditures are recognized in the accounts and reported in the financial statements. The government-wide financial statements, as well as the financial statements for proprietary funds and fiduciary funds, are reported using the economic resource measurement focus and the accrual basis of accounting. Under accrual basis of accounting, revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of when the cash is received.

Governmental fund financial statements are reported using current financial resources measurement focus and the modified accrual basis of accounting. Under modified accrual basis of accounting, revenues are recognized as soon as they become both measurable and available, and expenditures are recorded in the periods that the expenditure occurs and becomes a liability.

## **Basis of Budgeting vs. Basis of Accounting**

The basis of budgeting differs from the basis of accounting only by the assumptions that are made in regard to the timing of the recognition of revenues and expenditures. The budget assumes that all revenues and expenditures, as well as, the associated cash, will be expended or received during the budget period. Conversely, the basis of accounting only recognizes revenues when they become both measurable and available, and expenditures incurred. Cash is not necessarily received or expended at the same time.

The Appendix reflects how the change in net position can be reconciled from budget back to the CAFR for each enterprise fund.

## **Budgetary Information**

The governmental fund budgets are adopted on a basis consistent with GAAP. Adopted budgets for enterprise and internal service funds are presented on a non-GAAP basis. The nature and amount of the adjustments necessary to convert the actual GAAP data to the budgetary basis is as follows:

Formal budgetary integration is employed as a management control device during the year for the general fund, all special revenue funds, the capital projects fund and all proprietary fund types (with the exception of the self-insurance fund). Budgetary control for funds not formally budgeted is alternatively achieved through financial management plans or as the result of established ordinances.

The legal level of control (the level at which expenditures may not legally exceed appropriations) for each adopted annual operating budget generally is the department level within each individual fund. Any change in total to a fund or departmental appropriation within a fund requires City Council approval.

The City Council must adopt a balanced budget. The definition of a balanced budget is a budget that is not in excess of the amount that actual revenues exceed budgeted revenues and un-appropriated surplus for that fund.

All unexpended annual operating appropriations lapse at year-end.

### **Annual Budget Procedure**

The budget procedure begins with the Finance Department distributing budget packets to the Department Directors. The budget packets include instructions for the upcoming budget, personnel schedules, previous 3 years actual expenditures, and current year's operating expenditures for 6 months. The Department Directors, with guidance from finance, prepare and submit their operating and capital requests. The finance department also prepares budget packets for outside agencies. Agencies are required to submit information including program descriptions, accomplishments, goals, adopted use of funds, approximate number of citizens served, and how these programs may positively affect other City expenditures.

In September, the proposed budget for the fiscal year commencing the following January 1st is submitted by the City Manager to the City Council for consideration. The proposed budget must be balanced: the means of financing expenditures must be equal to or greater than expenditures. Surplus fund and fund balance are considered a financing source.

During October and November, the Council holds budget meetings with Department Directors and other staff managers to discuss budget recommendations and performance measures. A public hearing is held to allow for input from the citizens. Prior to December 15, the City Manager finalizes a proposed balanced budget pursuant to Council direction. The budget is adopted, funding is appropriated, and the mill levies are certified.

The appropriated budget is prepared by fund, cost center and department. Spending authorities may make transfers within a cost center with Finance and City Manager approval. Transfers or appropriations between spending agencies within a fund and between funds are made at the Council level. The legal level of budgetary control is at the fund level.

Finance staff prepares and publishes the adopted budget document. The budget document comprehensively covers the financial plan for the year and serves as an operations guide and communications tool. The budget document provides fiscal information for the past three years, as well as a description of each cost centers mission and performance/output measures. It contains summaries and detailed fund budgets including a schedule of the approved staffing levels and the capital expenditure plan. The five-year capital expenditure budget and plan is presented with the amounts for the legally appropriated funds for the new budget year. The remaining 4 years are presented as a plan and represent no legal spending authority of any City office or department.

Budget supplements which will increase a fund's adopted budget, such as to expend unanticipated revenues or to transfer appropriated monies to another fund, requires Council approval at a duly noticed public meeting.



**Fund Equity**-Fund equity at the governmental fund financial reporting level is classified as “fund balance.” Fund equity for all other reporting is classified as “net position.”

**Fund Balance** – Generally, fund balance represents the difference between current assets and current liabilities. The City reserves those portions of fund balance which are legally segregated for a specific future use or which do not represent available, spendable resources and therefore are not available for appropriation or expenditure. Unreserved fund balance indicates that portion of fund balance that is available for appropriation in future periods. Designations are management’s intent to set aside these resources for specific services.

**Net Position** - Net position represent the difference between assets and liabilities. Net position invested in capital assets, net of related debt, consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowing used for the acquisition, construction or improvement of those assets. This net position amount also is adjusted by any bond issuance deferral amounts. Net position are reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by the City or through external restrictions imposed by creditors, grantors or laws or regulations of other governments. All other net position are reported as unrestricted. The City applies restricted resources first when an expense is incurred for purposes for which both restricted and unrestricted net assets are available.

## **Financial Management Guidance**

The City of Durango takes its responsibility as trustee of public funds very seriously: we believe we must utilize our resources wisely in order to continue to provide quality services to our constituents and to build and maintain infrastructure which will meet present and future needs. This section is a guide to achieve the financial stability necessary to achieve our mission to foster a safe, healthy, viable and self-sustaining community through wise stewardship of public and natural resources, efficient and effective delivery of mandated and discretionary services, local and regional collaboration, open, transparent government and active citizen engagement.

Our financial management framework is designed to:

1. Minimize the cost of government
2. Maintain quality service levels
3. Reduce financial risk
4. Provide accurate and timely financial information
5. Promote sound financial management
6. Ensure compliance with state laws
7. Protect the City’s credit rating

## **Financial Planning**

- Operating Budget: The operating budget will be prepared for a one-year period.
- Fifteen-year Capital Investment Program: The Capital Investment Program will be prepared for a fifteen-year period, with the first year of the Plan being the Capital Budget and the second through fifteenth year being a plan and represent no legal spending authority of any City office or department.

- Monthly Financial Management Report: Regular monthly Financial Management Reports on revenues and expenditures are made available to City Council, City staff and the public during the course of the year.
- The Comprehensive Plan document originally adopted by the City Council in 1997 and updated in 2007 and 2017 is the underlying document outlining the road map for the City of Durango. The Comprehensive Plan reflects a shared community vision of Durango's future. It defines community goals, objectives, policies and strategies to guide decision-makers toward the City's vision.
- The budget document is based on the Comprehensive Plan document and strives to achieve its vision for the City of Durango.
- Other Planning Processes: Other planning processes which affect the budget process are building and office space planning, technology planning, and capital equipment replacement program. The Information Services Division works closely with the other staff to coordinate hardware and software purchases and implementation to take advantage of economies of scale and common hardware and software. All of these planning processes tie in with the annual budget preparation process.
- Long Term Financial Planning

### **Operating**

- Elected Officials Goals: The budget, as developed, will be consistent with the Council's goals and policies.
- Productivity Improvements: The City will maintain and improve productivity of staff through a proper work environment, on-going training, safe and effective equipment, and adequate supplies.
- Market Level Wages: The City will compensate employees at levels comparable to public and appropriate private sector entities in similar communities and the appropriate recruiting area for various skills and professions.

### **Revenues**

- One-time Revenues: To the extent possible, one-time revenues will not be used to finance on-going programs, but rather they will be utilized to support one-time expenditures.
- Discretionary revenues: Unless otherwise directed explicitly by the Council, the City will not normally designate discretionary revenues for specific purposes. Consequently, the Council will have the flexibility to determine the best use of available revenues to meet changing service requirements.
- Charges for Services: Services being provided by the City should be paid for primarily by the users and beneficiaries of the services and not the general public. The City will recalculate service costs periodically, and fees will be adjusted accordingly.
- Revenue Diversity: The City will strive to diversify its revenues in order to maintain needed services during periods of declining economic activity.
- Major revenues for the General Fund are broken into 6 categories as follows:
  1. Taxes and Assessments
  2. Licenses and Permits
  3. Intergovernmental Revenues
  4. Charges for Services
  5. Fine and Forfeits
  6. Miscellaneous Revenues
- Taxes and assessments comprise of approximately 60% of all revenues for the City. These revenues are based on trend analysis as well as estimates based on the current economic cycle. Taxes and assessments include revenues such as sales tax, use tax, franchise taxes, property tax, County tax, joint sales taxes and occupational taxes.

- Revenues are estimated using trend analysis for the last 10 years along with current year trends and economic trends with consideration for one time spikes in the revenue sources. When estimating revenues for 2010, 2011, 2012 and 2013, trend analysis was not highly relied upon because of the economic downturn in 2008-2010. Revenues were estimated based on the current economic climate.

## Expenditures

- Operating Contingencies: The Operating Budget will include appropriate contingency funding to meet unexpected requirements which may arise during the year.
- Equipment Replacement: The City will maintain an equipment replacement program to ensure sufficient resources are available annually to replace vehicles and equipment.

## Debt

The City is in conformity with regards to debt limits.

Legal Debt Margin Calculation for Fiscal Year 2021			
Assessed Value		\$600,255,720	
Debt Limit (10% of assessed valuation)		60,025,272	
Florida Road Refinance of Debt		9,070,000	
Durango Public Library		5,545,000	
Water Storage		2,720,170	
Wilson Gulch Road		2,070,000	
Total Debt Towards Limit		19,405,170	
Santa Rita Water Reclamation Facility		47,045,957	Noted but included in overall debt limit.
Santa Rita Interest Free Loan		2,062,500	

Under the provisions of the City of Durango Charter, Article IV, Section 21, the aggregate amount of bonds or other forms of indebtedness payable in whole or in part from the proceeds of ad valorem taxes, or to which the full faith and credit of the City are pledged (excluding such debt relating to water and excluding securities issued under Section 23) shall not exceed 10% of the assessed valuation of the taxable property within the City, as shown in the most recent assessment for the City.

## Reserves

- Emergency Reserves: The City maintains an emergency reserve of no less than 3% of fiscal year spending pursuant to Article X, Section 20 of the Colorado Constitution. Fiscal year spending is defined as the total expenditures of all City non-Enterprise funds, plus additions to reserves, less spending reserves, federal revenues, inter-fund transfers, interdepartmental revenue, collections for other governments, refunds and rebates, damage awards, asset sales, donations, changes in debt service payments, and lottery revenues received from the State of Colorado. The Tabor Reserve Fund will serve as the centralized statutory Emergency Reserve for all City funds and will be utilized as directed by statute.
- General Fund: An unreserved fund balance equal to 15%-20% of the annual General Fund appropriation, excluding inter-fund transfers, shall be maintained and utilized as follows:

1. A cash-flow reserve to ensure that obligations can be met as they become due.
  2. A counter cyclical reserve, available to either maintain current service levels or to provide a temporary cushion when expenditure adjustments are necessary due to shortages in projected revenues.
- Other Reserves: Reserves will be established in other funds and/or for other purposes, as deemed appropriate by the Council

**Accrual Basis of Accounting:** Method of accounting that recognizes the financial effect of transactions, events, and interfund activities when they occur, regardless of the timing of related cash flows.

**ADU:** Accessory Dwelling Unit

**AMI:** Advanced Metering Infrastructure

**AMR:** Automated Meter Reading

**Appropriation:** Money set aside by formal action for a specific use.

**Balanced Budget:** A budget which expenditures and ending fund balance are equal to net available resources (beginning fund balance plus revenues).

**Basis of Accounting:** As per Generally Accepted Accounting Principles (GAAP), the modified accrual basis of accounting is used by all governmental fund types and agency funds (General Fund, special revenue funds, capital projects funds, and trust funds). Under the modified accrual basis of accounting, revenues are recorded as collected unless susceptible to accrual, such as amounts measurable and available to finance the City's operations. "Available" means collectible within the current period or soon thereafter to be used to pay liabilities of the current period.

The accrual basis of accounting is utilized by proprietary fund types (enterprise funds and internal service funds), pension trust funds and non-expendable trust funds. Under this basis of accounting, revenues are recognized when earned and expenses are recorded when liabilities are incurred. The City's fiscal year ends on December 31st.

**Basis of Budgeting:** Budgets for the General, Special Revenue and Capital Projects funds are prepared and adopted on a basis consistent with GAAP. Budgeting in the Enterprise and Internal Service funds are prepared and adopted on a basis consistent with GAAP, except the bond principal payments and capital improvements are treated as expenses. Budgetary considerations for Enterprise and Internal Service funds in this report are on this non-GAAP budgetary basis.

**Budget:** A financial plan that estimates proposed expenditures for the following year along with proposed methods of financing them. The budget is considered in balance if available resources are equal to or greater than total appropriated expenditures. The budgetary legal level of control is at the fund level.

**CASTA:** Colorado Association of State Transit Agencies

**CBD:** Central Business District

**COPS:** Community Oriented Policing Services

**CERF:** Capital Equipment Replacement Fund

**Capital Expenditure:** Expenditures in excess of \$5,000.00 for equipment or construction with a useful life greater than one year, which results in an addition to the City of Durango's fixed assets.

**Capital Improvement Plan (CIP):** A plan of proposed capital outlays and the means of financing them for the next 15-year period.

**Carryover Working Capital/Reserve:** Also known as "cash surplus." This is the amount of money in a particular fund that is not reserved for designated expenditures and is available for spending in the following fiscal year.

**CASTA:** Colorado Association of Transit Agencies

**CDPHE:** Colorado Department of Public Health and Environment

**Charter:** The City Charter is the basic underlying legal document for the City of Durango, and functions much like the Constitution does for the federal government. The Charter provides the basic rules of operation that govern the City of Durango, and provision within can only be changed by a vote of the citizenry.

**CMWTP:** College Mesa Water Treatment Plant

**Contingency:** A reserve for unanticipated expenditures. Appropriations during the year for contingencies must be provided by ordinance. Included is the 3% emergency reserve (required under the State's TABOR amendment) that can only be spent in accordance with the Colorado Constitution.

**DFPD:** Durango Fire Protection District

**EN:** Established Neighborhood

**Enterprise Fund:** A fund established to account for operations financed and operated in a manner similar to private business enterprises, where the governing body intends that the cost of providing goods and/or services to the general public on a continuing basis will be primarily financed or recovered through user charges.

Under the State's TABOR Amendment, Enterprise Funds are only those which receive 90% of their operating revenues from user fees and that have the authority to issue debt. These funds according to the TABOR amendment are not subject to its provisions. In addition, the Colorado Supreme Court has determined that the Conservation Trust Fund is exempt from TABOR.

**Expenditures:** Decrease in net financial resources. Expenditures include current operating expenses requiring the present or future use of net current assets, debt service and capital outlays.

**Expenses:** Asset outflows or liability occurrences from goods delivery/production and/or services rendered.

**FOG:** Fats, Oils and Grease

**FTA:** Federal Transit Administration – Compiles statistics and makes recommendations for U.S. mass transit.

**Fund:** Liabilities are segregated in a fund to carry out specific activities in accordance with special regulations, restrictions and/or limitations.

**Fund Balance:** The difference between fund assets and fund liabilities are similar to net worth in a private sector entity.

**Fund Type:** Any one of seven categories in which all funds are classified in governmental accounting. The seven fund types are: general, special revenue, debt service, capital projects, enterprise, internal service, and trust and agency.

**GAAP:** Generally Accepted Accounting Procedures – a collection of rules and procedures and conventions that define accepted accounting practices; includes broad guidelines as well as detailed procedures.

**GFOA:** Government Finance Officers Association – The purpose of the Government Finance Officers Association is to enhance and promote the professional management of governments for the public benefit by identifying and developing financial policies and best practices and promoting their use through education, training, facilitation of member networking and leadership.

**General Fund:** The fund used to account for financial resources (except those required to be accounted for in another fund or those that are accounted for in another fund) for management and control purposes. The General Fund is the basic operating fund of the government and includes Administration, Finance, Community Development, Parks and Recreation, Public Safety, Public Works, and General Building Maintenance.

**HUTF:** Highway Users Tax Fund – In 1935, the Colorado Constitution was amended, providing that revenue generated with respect to the operation of vehicles on Colorado public highways be “used exclusively for the construction, maintenance, and supervision of the public highways of this state.” The provision specifically applies to revenue generated by license fees, registration fees, and fuel taxes.

**Home Rule:** Limited autonomy in the organization or management of local affairs granted by the state to a county or municipality. Home Rule entities are exempt from some forms of state supervision, mainly in the area of finance.

**LUDC:** Land Use and Development Code is City law about such things as: how land may be used and may not be used, how much can be built, what resources have to be protected and how, how projects should be designed, and how approvals are granted for new development, expansions of existing buildings, or redevelopment.

**Levy:** The total amount of taxes, special assessments or service charges imposed by a government.

**Mill:** A rate of tax. Results in \$1 of revenue for every \$1,000 of assessed valuation. 1/1000th's of \$1 of assessed value.

**MM:** Multi Modal

**MMTMP:** Multi Modal Transit Master Plan

**Modified Accrual Accounting:** An accounting method where revenues are recognized in the accounting period in which they become available and measurable and expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable.

**Net Available Resources:** Beginning fund balance plus revenues.

**NPDES:** National Pollution Discharge Elimination System

**POST:** Parks, Open Space & Trails.

**Proprietary Funds:** Funds that focus on the determination of operating income, changes in net assets (or cost recovery), financial position, and cash flows. There are two different types of proprietary funds: enterprise funds and internal service funds.

**PRV:** Pressure Reducing Vault

**Revenues:** Increases in the net current assets from other than expenditure refunds and residual equity transfers.

Revenues as defined under the State's TABOR Amendment; different than revenues considered for accounting purposes.

Revenues under TABOR are all those actually received in cash during a fiscal year.

**SAP:** Sustainability Action Plan

**SCADA:** Supervisory Controls and Data Acquisition

**SoCoCaa:** Southern Colorado Community Action Agency

**S-RAT:** Sewer Line Rapid Assessment Tool

**STAR:** Sustainability Tools for Assessing and Rating Communities. A framework and certification program for evaluating local environmental, economic and social sustainability.

**SUCAP:** Southern Ute Community Action Programs

**Supplemental Appropriation:** If during the fiscal year the manager certifies that there are available for appropriation revenues in excess of those estimated in the Budget, the City Council by resolution may make supplemental appropriations for the year up to the amount of such excess, which would amend the Adopted Budget.

**SWCCOG:** South West Colorado Council of Governments

**SWTA:** Southwest Transit Association

**SWTPR:** Southwest Transportation Planning Region

**TABOR:** The Taxpayers Bill of Rights. Nickname of TABOR for a citizen-initiated amendment to the Colorado Constitution that severely limits governments' ability to collect increase in tax revenue. The citizens of Durango voted to exercise the amendment provision to "opt-out" of most of TABOR's restrictions.

**VMT:** Vehicle Miles Traveled

**Working Capital:** Net available resources.

**WTP:** Water Treatment Plant

**1-L. Fall back Policy -in the process of being updated. This will be replaced**

ADMINISTRATIVE POLICY DIRECTIVE

April 22, 1986

Revised March 2002

"FALLBACK" POSITION POLICY

Re: The City's Financial Condition

This policy was originally developed in 1986 and discussed with the City Council on April 22, 1986 at the Council Study Session. Dollars have been revised and updated to reflect current conditions as of March 2002. The impetus for the policy was Council's concern over the apparent economic "slump" that was impacting the City in 1986 and its potential ramifications on the City's budget and operations. The most telling indication of potential adverse fiscal impact has or will manifest itself in a decline in the growth of sales and use taxes on which the City's General Fund operations are heavily dependent.

The Council had asked that a "fallback" position be prepared by the City Manager and the Finance Director outlining the process and procedures to be followed to ensure continued financial solvency, and at the same time operational integrity, were declining revenues to reach a critical point. The following is an outline of the graduated process that would be followed were the City's financial condition to deteriorate:

**INITIAL PREMISES:**

The degree of action taken should be directly proportional to the degree of severity identified in the City's financial condition.

The overriding criterion for proposing budget reductions is the relative value of specific programs or services to the entire community.



**LEVEL I RESPONSE:**

Triggering Circumstances: Whenever the percentage of General Fund projected revenues collected in the current fiscal year falls below the percentage of actual revenues collected for the same period in the preceding two fiscal years.

Degree of Disparity: 1 to 2 percentage points (\$208,000 -\$416,000) for two consecutive months. For example:

<u>% Actual Revenues Thru March 2000</u>	<u>% Actual Revenues Thru March 2001</u>	<u>% Actual Revenues Thru March 2002</u>
21.7%	21.5%	21.5%

In the above case, the percentage of projected revenues collected through the first three months of fiscal 2002 illustrates that current revenues are right on target when compared to the corresponding period for the two previous fiscal years. Had the percentage of projected revenues collected through March 2002 been say, 20%, and this trend continued for the succeeding month of April, a Level I Response would be triggered.

Action Steps:

- Apprise department/agency heads of circumstances and further direct that all non-essential expenditures be curtailed.

Enforcing agency: Finance Department

Non-essential expenditures include such items as periodicals, travel, training, capital outlay, dues, memberships, etc.

- Conduct an intensive review of overtime utilization.

**LEVEL II RESPONSE:**

Triggering Circumstances: Same as Level I.

Degree of Disparity: Increased to 3 to 5 percentage points (\$624,000 to \$1,040,000)

Action Steps:

- In addition to Level I Response, review departmental staffing patterns with primary focus directed to part-time and temporary employees. City Manager would determine which position would be filled on a case by case basis.
- Conduct a review of all budgeted City programs and services and essentially categorize each into the following levels of service: (see exhibit "A" for further definition)

Service Level I – Essential Services

Service Level II – Highly Desirable Services

Service Level III – “Nice But-Not-Necessary” Services

- Per City Manager’s recommendation and City Council approval initiate budget cuts or expenditure freezes in programs and services identified in the Service Level III category using the dictate set forth in Premise #2 as a guide.

LEVEL III RESPONSE:

Triggering Circumstances: Same as Level I.

Degree of Disparity: The degree of disparity now is 6% or higher.

Action Steps:

- Further review and possible action on Service Level III programs/services.
- Initiate budget cuts or expenditure freezes in programs or services identified in the Service Level II Category, again using the dictate set further in Premise #2 as a guide.
- Review and possible defer or abandon Capital Projects financed via General Fund revenues.
- Imposition of significantly higher user, license and permit fees where applicable.
- Consider “contracting out” certain City services.
- Consider using “volunteers” for some City programs (e.g. crossing guards, police reserves).

While the foregoing is general in nature, it nevertheless provides an adequate framework upon which to chart a course of action if and when future financial conditions so warrant

**ORDINANCE NO. O-2020-20**

**AN ORDINANCE APPROPRIATING SUMS OF MONEY TO THE VARIOUS FUNDS AND SPENDING AGENCIES, IN THE AMOUNTS AND FOR THE PURPOSE AS SET FORTH BELOW, FOR CAPITAL EXPENDITURES FOR THE CITY OF DURANGO, COLORADO FOR THE 2021 BUDGET YEAR**

**WHEREAS**, the City Council will consider the adoption of the annual budget in accordance with the Charter of the City of Durango on December 15<sup>th</sup>, 2020; and

**WHEREAS**, the City Council has made provisions therein for estimated revenues and reserve carryovers, also known as fund balances, in the amount equal to or greater than the total proposed expenditures as set forth in said budget; and

**WHEREAS**, it is required by Charter to pass an ordinance appropriating the estimated revenues and reserve carryovers, also known as fund balances, provided in the budget to and for the funds described below, so as not to impair the operations of the City.

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of the Durango, Colorado:

Section 1. That the following sums are hereby appropriated from the estimated revenues and unappropriated reserves of each capital projects fund, to each fund:

<b>By Fund</b>	<b>Capital Expenditures</b>
General Fund	
<u>Special Revenue Funds</u>	
2015 Sales Tax Fund	7,630,900
2019 Sales Tax Fund	2,300,000
Road Impact Fee Fund	324,149
Durango Tourism Fund	
Conservation Trust Fund	
Park Development Fund	
Storm Drainage Fund	
<u>Internal Service Funds</u>	
General Services	
Equipment Replacement & Maintenance	
Risk Manager Fund	-
Self Insurance Fund	
<u>Enterprise Funds</u>	
Water Fund	6,595,630
Sewer Fund	4,366,624
Airport Fund	1,318,027
Sustainable Services Fund	-
Transportation Services Fund	-
<u>CAPITAL PROJECTS FUNDS</u>	
Capital Project Fund- General Fund	1,663,960
2005 Open Space, Parks, & Trails Fund	2,522,898
2005 Capital Improvement Fund	2,433,467
<b>Total All Funds</b>	<b>29,155,654</b>



**ORDINANCE NO. O-2020-19**

**AN ORDINANCE APPROPRIATING SUMS OF MONEY TO THE VARIOUS FUNDS AND SPENDING AGENCIES, IN THE AMOUNTS AND FOR THE PURPOSE AS SET FORTH BELOW, FOR OPERATING EXPENDITURES FOR THE CITY OF DURANGO, COLORADO FOR THE 2021 BUDGET YEAR**

**WHEREAS**, the City Council will consider the adoption of the annual budget in accordance with the Charter of the City of Durango on December 15<sup>th</sup>, 2020 and

**WHEREAS**, the City Council has made provisions therein for estimated revenues and reserve carryovers, also known as fund balances, in the amount equal to or greater than the total proposed expenditures as set forth in said budget; and

**WHEREAS**, it is required by Charter to pass an ordinance appropriating the estimated revenues and reserve carryovers, also known as fund balances, provided in the budget to and for the funds described below, so as not to impair the operations of the City.

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of the Durango, Colorado:

Section 1. That the following sums are hereby appropriated from the estimated revenues and reserve carryovers of each operating fund, to each fund:

<b>By Fund</b>	<b>Operating Expenditures</b>
General Fund	42,865,877
<u>Special Revenue Funds</u>	
2015 Sales Tax Fund	506,601
2019 Sales Tax Fund	1,703,154
Road Impact Fee Fund	
Durango Tourism Fund	974,607
Conservation Trust Fund	
Park Development Fund	
Storm Drainage Fund	
<u>Internal Service Funds</u>	
General Services	226,037
Equipment Replacement & Maintenance	4,239,195
Risk Manager Fund	1,431,380
Self Insurance Fund	6,599,660
<u>Enterprise Funds</u>	
Water Fund	4,197,285
Sewer Fund	7,484,632
Airport Fund	3,549,105
Sustainable Services Fund	3,015,446
Transportation Services Fund	4,162,787
<u>Capital Projects Funds</u>	
Capital Project Fund- General Fund	
2005 Open Space, Parks, & Trails Fund	453,557
2005 Capital Improvement Fund	
<b>Total All Funds</b>	<b>81,409,322</b>

