

CITY OF PUEBLO COLORADO

2017 PROPOSED ANNUAL BUDGET





**CITY OF PUEBLO
COLORADO**

**2017
PROPOSED BUDGET**

COUNCIL PRESIDENT

Stephen G. Nawrocki

COUNCIL MEMBERS

Ray Aguilera
Lawrence Atencio
Ed Brown
Chris Nicoll
Bob Schilling
Lori Winner

CITY MANAGER

Sam Azad

ORGANIZATIONAL CHART

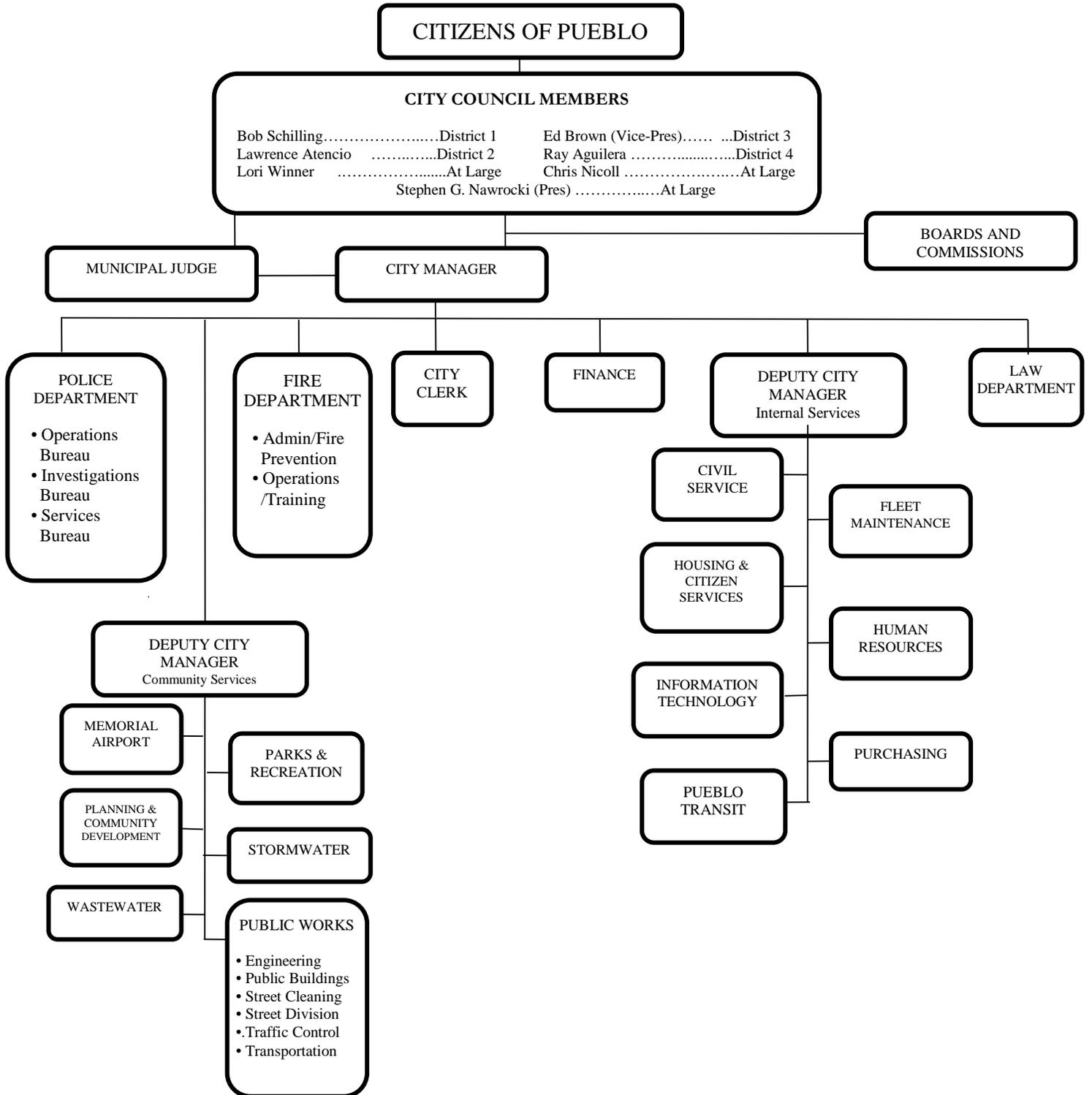


TABLE OF CONTENTS

BUDGET MESSAGE

City Manager's Budget Message	A-1
-------------------------------	-----

SUMMARY REPORTS

General Fund Revenues/Expenditures and Fund Balance	B-1
Revenue History - by Source	B-2
General Fund Summary - 2017 Expenditure Budget by Category	B-7
General Fund Budget History - by Department	B-8
Other Funds Summary - 2017 Budgeted Expenditures	B-9
Staffing Level Summary - by Department	B-10
Summary Graphs and Tables	B-11

REVENUE NARRATIVES

General Fund Revenue Narratives	C-1
---------------------------------	-----

GENERAL FUND

City Council	D-1
City Manager	D-4
City Clerk	D-9
City Hall Operation	D-14
Civil Service	D-15
Finance	D-19
Fire	D-23
Housing and Citizen Services	D-28
Human Resources	D-32
Information Technology	D-36
Law	D-41
Municipal Court	D-45
Parks and Recreation	D-49
Planning and Community Development	D-54
Police	D-59
Public Works, Bureau of	D-64
Purchasing	D-70
Non-Departmental-Operational Charges	D-74
Non-Departmental-Contractual Payments	D-75
Non-Departmental-Health and Welfare	D-76
Non-Departmental-Contributions & Donations	D-77
Transfers to Other Funds	D-78

DEBT SERVICE FUND

Debt Service	E-1
--------------	-----

ENTERPRISE FUNDS

Elmwood Golf Course	F-1
Honor Farm Enterprise	F-5
Memorial Airport	F-8
Memorial Hall	F-15
Parking Facilities Enterprise	F-17
Pueblo Transit	F-20
Stormwater Utility	F-26
Walkingstick Golf Course	F-32
Wastewater	F-37

INTERNAL SERVICE FUNDS

Internal Services	G-1
Fleet Maintenance	G-2
Self-Insurance	G-7
Technology	G-8

OTHER GOVERNMENTAL FUNDS

Economic Development Tax	H-1
HUD Grants	H-2
Intergovernmental	H-3
Other Special Revenue	H-5
Police Building	H-6
Public Improvements	H-7
Special Charges	H-9
Special Districts	H-11
Stimulus Grants	H-12

GLOSSARY

I

Office of the City Manager

September 26, 2016

Honorable President and Members of City Council:

Opening Remarks

I am pleased to provide to you the Fiscal Year (FY) 2017 Proposed Budget and 2017 -2021 Capital Improvement Plan (CIP) for the City of Pueblo. The FY 2017 Budget is the fourth annual budget that I have had the opportunity to present to you as the City Manager. Unlike the past three years, the preparation of this budget comes during a more stable local economic environment. The City's financial outlook appears more secure compared to my previous budget proposals. However, similar to the previous budgets, we had to use funds from the undesignated portion of the Fund Balance in order to balance the FY 2017 Proposed Budget. Therefore, as always, we must continue to be prudent gatekeepers of the taxpayers' money. As is the case every year, the FY 2017 budget reflects Pueblo's continued commitment to provide the highest quality services to the community in the most cost-effective manner, while maintaining the City's long-term financial viability.

We began the FY 2017 budget planning process in February of 2016 at the City Council Strategic Planning Retreat. At that time, City Administration provided the Council with information about the level of financial challenges that the City government would have to cope with in 2016, 2017 and beyond. In view of that, I have prepared the City Manager's Recommended Budget for FY 2017 with five key goals established by the City Council during the annual retreat:

1. Protect core services and priorities of the City government;
2. Ensure Pueblo is a safe community;
3. Strengthen neighborhoods and improve all efforts to identify and alleviate community nuisances;
4. Support quality of life projects that will improve vitality of the community; and
5. Advance transportation and infrastructure needs of the City.

Shortly after approval of the FY 2016 budget in November of 2015, we began working to reduce the \$2.2 million projected deficit for FY 2016. Preserving essential services remains a top priority of the City Council, but previous cost cutting measures included not funding many vacant positions

unrelated to public safety. This policy began easing during 2016 and several of these positions have since been filled.

The City of Pueblo's FY 2017 budget continues the commitment to providing quality, sustainable services to the residents and businesses in Pueblo. While the structural imbalance of the City still remains, efforts to align on-going expenses with on-going revenues are reflected in the proposed budget plan while continuing to prioritize public safety, investment in the community, and quality services.

2017 City Manager's Recommended Budget

Pursuant to Section 4-5c of the Charter, I hereby submit for City Council's consideration the City Manager's Recommended Budget for the fiscal year 2017. The major areas of the 2017 Budget are highlighted as follows:

Revenue

Sales and use tax revenue continues to be the principal source of income for the City's operating and capital budgets. At about 60 percent of all general taxes in the FY 2017 budget, sales and use tax is by far the largest source of revenue. Using a qualitative and quantitative forecasting method based upon time series data, in addition to a cross section of several economic, financial, and demographic variables, we project a relatively small increase in sales and use tax revenue in FY 2017 compared to FY 2016. Sales and use tax increased substantially in 2015 compared to FY 2014 collections. The trend is moderately stable in 2016 as well. However, after two improved revenue years, we expect the growth rate move back to the norm. City staff regularly monitors city finances and make adjustments as necessary.

The property tax collection which is normally 15 to 17 percent of the City's overall revenue is projected to be slightly higher in FY 2017 relative to FY 2016.

Expenditures

During the long and deep recession that hit our local economy particularly hard, the City's revenue collection abruptly declined more than expected. As a result, we had to deal with an on-going fiscal structural deficit for nearly a decade. During this period, the City Council embraced difficult fiscal actions including reduction in force as well as unfunding many vacancies with some in public safety. In the FY 2016 Budget as the revenues began to recover, the City Council reinstated and funded 7 of the unfunded sworn positions in the Police Department Budget. We will continue the same trend and will fill more authorized but unfunded positions in FY 2017.

In FY 2017, it is projected that the structural deficit will continue and the City's overall budget faces a \$3.97M deficit. The primary reason of this deficit is the operating cost of providing services to our community and includes salary increases that were negotiated with the City's bargaining units. We are fortunate that in FY 2017 our health insurance premiums remained flat. Otherwise, the structural deficit would have been larger.

We will continue to evaluate expenditures and ensure we are on the path the Council charted for the City.

Please note that the staffing numbers and related salaries listed in this recommended budget document are for informational purposes only. Actual staffing levels for positions within each department and related salaries will be formally adopted by City Council as part of the annual staffing and salary ordinance approval.

Capital Expenditures & Capital Improvements

The primary sources of revenue for capital projects are Highway User Tax Funds (HUTF), which are limited to the use of street maintenance; Lottery funds, which may only be used for parks and open spaces; utility user fees; investment income from the half-cent sales tax fund; insurance proceeds; and transfers from the General Fund. Again because of the on-going fiscal structural deficit, we had to defer many capital projects in to the future. Continuing the same path will cost the future generations incredibly more to replace and maintain critical City infrastructures.

Corresponding to the revenue streams identified above, the primary capital expenditures in FY 2017 from all funds will include street resurfacing, parks projects, wastewater utilities projects, Pueblo Memorial Airport projects, technology upgrades, and a capital expenditure fund for upkeep of all City owned buildings. We have secured a total funding of nearly \$14.9 million for the Capital Improvement Plan with only 6.3 percent of the funds coming directly from the General Fund.

Non-Department Funding

This portion of the City of Pueblo's General Fund budget covers several areas, including operational charges, contractual payments, health and welfare, and contributions and donations. In a recent discussion concerning the non-departmental funding, the City Council increased funding in contractual payments by nearly \$300,000.

City Reserve Funds (Fund Balance)

The City's FY 2017 budget once again is confronting a serious structural deficit or imbalance. The revenue is unable to keep up with the increasing cost of personnel and operating while a vast number of serious infrastructure replacement/improvement needs are not being met. In prior years, except for FY 2013, we had surplus funds above and beyond the City Council's 10 percent designated reserve, and we did use that in order to balance the annual General Fund budgets. Employing that short term patch up tactic did not address the fundamental issue, which is our financial structural deficit. Needless to say, the undesignated portion of the fund balance is now being utilized for the same purpose. The City Council, and rightly so, has no intention to use the 10% designated reserve to balance the General Fund budget. Therefore, I recommend that we retain the 10% reserve and think of it as the City's rainy-day account rather than as extra money.

Conclusion

Pueblo is more than just a group of people who happen to live in the same city. We are truly one community. We have shown our resilience to the challenging economy in the past and we will continue responding positively with whatever challenge future brings. To address these challenges, beginning in May of 2013, I formed several teams to assist in shaping the future budgets. These teams, which were made up of our department directors, collaborated over several weeks in a transparent process and were tasked with thinking strategically, not just about the needs of their

own individual departments but about our City as a whole. They have made recommendations about which programs closely match our community's needs and priorities.

City staff will continue to monitor our fiscal health and make necessary recommendations, changes, and adjustments to ensure that the City of Pueblo is fiscally on solid ground. I assure you that our staff remains committed to providing exceptional customer and municipal services to our citizens. We will look forward in 2017 to further advancing the City Council's mission of returning the City to full prosperity.

Acknowledging the foregoing, and pursuant to Section 4-5c of the Charter, I hereby submit for City Council's consideration the City Manager's Recommended Budget for the Fiscal Year 2017.

Acknowledgements

Again, I am pleased to present the FY 2017 Operating and Capital Improvement Plan Budget to you. This document could not have been assembled without the thorough work of our Finance Department team and I sincerely thank them for their dedication and hard work. In addition, I want to express my true appreciation to all of the City departments for the open and honest discussions during this complex process and hard choices we all had to make to prepare this budget.

Sincerely,



Sam Azad
City Manager

City of Pueblo
General Fund Revenues/Expenditures and Fund Balance
Summary by Category – Budgetary Basis

	2014 Actual	2015 Actual	2016 Estimated	2017 Proposed
BEGINNING FUND BALANCE	11,002,616	11,960,670	15,352,206	15,015,906
PLUS: REVENUES & OTHER SOURCES OF FUNDS				
General Taxes	63,013,927	66,147,374	68,015,591	68,772,517
Licenses & Permits	576,283	591,466	609,241	582,000
Intergovernmental Receipts	1,990,837	2,085,147	2,157,101	1,890,843
Charges for Services	3,958,562	4,182,073	4,009,761	3,951,968
Fines & Forfeitures	1,611,630	1,798,138	1,675,651	1,668,200
Other Revenues	400,838	486,633	293,694	516,204
Transfer in from Other Funds	4,270,057	4,674,983	4,188,330	4,299,097
Total Revenues & Transfers In	75,822,134	79,965,814	80,949,369	81,680,829
LESS: EXPENDITURES & OTHER USES OF FUNDS				
Personnel Costs	53,136,262	53,686,939	56,538,749	60,245,783
Operating	9,566,960	8,870,039	10,239,605	10,030,814
Non-Departmental Costs	334,367	402,860	457,173	442,115
Contractual Agreements	2,277,505	2,364,172	2,462,111	2,757,772
Health & Welfare	719,483	719,483	719,483	719,483
Other Contributions & Donations	678,018	644,000	706,000	707,272
Transfers out to Other Funds	8,151,485	9,886,785	10,162,548	10,746,718
Total Expenditures & Transfers Out	74,864,080	76,574,278	81,285,669	85,649,957
Increase (Decrease) in Fund Balance	958,054	3,391,536	(336,300)	(3,969,128)
ENDING FUND BALANCE	11,960,670	15,352,206	15,015,906	11,046,778
Less: Fund Balance Reserves & Designations				
TABOR Emergency Reserve	2,274,664	2,398,974	2,428,481	2,450,425
Council Designated 10% Reserve	7,486,408	7,657,428	8,128,567	8,564,996
FUND BALANCE AVAILABLE FOR FUTURE APPROPRIATION	2,199,598	5,295,804	4,458,858	31,357

All amounts included in this overview are provided on the budgetary basis of accounting. As such, historical information may differ from the line item details provided throughout the remainder of the budget document. Those detail accounts are presented on a basis of accounting other than budget basis.

City of Pueblo

Revenue History - by Source

	2014 Actual	2015 Actual	2016 Estimate	2017 Proposed
GENERAL TAXES				
Current Year Levy	(12,659,236)	(12,758,224)	(12,599,635)	(13,014,390)
Prior Years Levy	(39)	6,431	7,608	(5,000)
Interest On Delinq Taxes	(24,116)	(22,779)	(10,883)	(20,000)
Payment In Lieu Of Taxes	(9,859)	(9,859)	(9,859)	(9,860)
Sales Taxes	(40,704,017)	(43,828,160)	(45,182,808)	(45,634,636)
Use Taxes	(2,126,571)	(2,176,645)	(2,305,575)	(2,328,631)
Excise Tax	-	-	(322)	-
Audit Sales Tax	(462,075)	(671,498)	(739,992)	(600,000)
Sales Tax Refund	13,983	107,885	65,660	50,000
Sales Tax-Misc Clearing	294	-	-	-
Black Hills Corporation	(3,321,772)	(3,393,572)	(3,480,727)	(3,400,000)
Qwest	(111,876)	(105,240)	(96,930)	(95,000)
Comcast	(983,140)	(1,045,585)	(1,093,805)	(1,000,000)
Comcast Peg Fees	(124,752)	(123,996)	(125,181)	(120,000)
Xcel Energy	(1,020,151)	(901,791)	(798,058)	(1,000,000)
Other Franchise Taxes	(65,743)	(58,902)	(72,251)	(70,000)
Cigarette Tax	(211,176)	(205,819)	(198,137)	(200,000)
Room Tax	(975,834)	(1,131,445)	(1,159,370)	(1,100,000)
Special Room Tax	(189,746)	(220,003)	(200,086)	(210,000)
Severance Tax	(16,033)	(24,388)	(15,240)	(15,000)
TOTAL GENERAL TAXES	(62,991,860)	(66,563,589)	(68,015,591)	(68,772,517)
LICENSES & PERMITS				
Alcoholic Beverages	(19,875)	(19,549)	(12,066)	(20,000)
Liquor Survey Revenue	(51,175)	(51,225)	(50,963)	(50,000)
Sales Tax Licenses	(403,340)	(421,920)	(449,544)	(420,000)
Health Licenses	(5,250)	-	-	-
Amusement Licenses	(4,920)	-	-	-
Police & Protective	(6,971)	(2,104)	(1,725)	(2,000)
Non-Cigarette Tobacco Lic	(14,904)	(14,400)	(1,350)	(15,000)
All Other Business	(3,391)	(1,180)	(1,473)	(1,000)
Sidewalk Construction	(4,095)	(5,115)	(7,050)	(5,000)

City of Pueblo

Revenue History - by Source

	2014 Actual	2015 Actual	2016 Estimate	2017 Proposed
Curb & Gutter Construct	(1,125)	(1,500)	(3,176)	(2,000)
Excavation Permits	(47,795)	(56,325)	(61,200)	(50,000)
Revocable Permits	(1,500)	(1,850)	(1,050)	(2,000)
Right-Of-Way Permit	(8,483)	(9,564)	(8,327)	(10,000)
All Other Non-Business	(3,460)	(6,735)	(11,317)	(5,000)
TOTAL LICENSES & PERMITS	(576,283)	(591,466)	(609,241)	(582,000)
INTERGOVERNMENTAL				
FEMA - Homeland Security	-	(3,825)	-	-
U.S. Air Force	-	-	(13,103)	(13,103)
Traffic Signal Contrib	(143,220)	(156,240)	(156,240)	(156,240)
Misc State Contributions	(446)	(2)	-	-
Motor Vehicle Ownershp	(1,262,335)	(1,343,031)	(1,386,791)	(1,200,000)
Recreation Contribution	(17,402)	(20,076)	(20,076)	(20,000)
Misc County Contributions	-	(5,000)	(5,000)	(5,000)
Urban Renewal Auth/TIF	(512,260)	(540,474)	(559,391)	(480,000)
Urban Renewal Other Misc	(40,050)	-	-	-
Traffic Signal Contrib	(15,125)	(16,500)	(16,500)	(16,500)
TOTAL INTERGOVERNMENTAL	(1,990,837)	(2,085,147)	(2,157,101)	(1,890,843)
CHARGES FOR SERVICES				
Codification Books	(40)	-	-	-
Land Development Fees	(36,605)	(70,610)	(81,694)	(75,000)
Photocopies	(8,262)	(7,300)	(3,549)	(5,000)
Penalty & Interest	(8,367)	(14,802)	(6,172)	(10,000)
Admin Services	(1,743,670)	(1,785,494)	(1,785,494)	(1,800,850)
Impact Fees	(264,023)	(176,216)	(136,526)	(150,000)
Street Signs	(500)	(3,767)	(972)	-
Combined Service Fees	(287,851)	(240,084)	(275,170)	(240,000)
Marijuana Fees	(100,743)	(105,403)	(124,776)	(100,000)
Outside Services	(12,374)	(5,417)	(4,944)	(5,000)
Miscellaneous Revenue	(871)	(626)	(250)	(500)
Witness Fees	(8,647)	(2,771)	(8)	(2,000)
Off Duty Police Pay	(6,696)	(191,746)	(126,790)	(100,000)
Overtime Police Pay	(66,856)	(65,827)	(61,763)	(60,000)

City of Pueblo

Revenue History - by Source

	2014 Actual	2015 Actual	2016 Estimate	2017 Proposed
School SROs	(485,508)	(520,398)	(520,398)	(520,398)
Police Reports	(46,049)	(55,094)	(49,753)	(50,000)
False Alarms	(66,450)	(56,583)	(46,541)	(30,000)
Fingerprint Fees	(18,480)	(21,180)	(18,570)	(16,000)
VIN Inspection	(1,180)	(770)	(555)	(500)
Misc Receipts-Safety	(45,828)	(83,597)	(25,279)	(35,000)
Fire Inspection Fees	(44,021)	(46,261)	(54,346)	(45,000)
Medical Services/AMR	(88,220)	(96,240)	(96,240)	(95,520)
Park Rides/Carousel	(102,531)	(105,934)	(97,108)	(105,000)
Open Gym Recreation	(291)	(600)	(300)	(1,000)
Football/Youth	(6,921)	(8,245)	(7,436)	(5,000)
Basketball/Gym/Adult	-	60	-	-
Softball/Adult	(23,590)	(19,675)	(18,115)	(18,000)
Tennis/Adult	(472)	(190)	(361)	(300)
Lifeguard/WSI Training	(741)	(400)	(2,076)	(2,000)
Recreation Administration	(13,999)	(10,769)	(7,404)	(5,000)
Summer Playgrounds	(43,693)	(31,932)	(3,600)	(15,000)
Sun City Band	(3,692)	(5,705)	(5,096)	(5,000)
Concessions Contract	(3,000)	(6,053)	(55,659)	(50,000)
Basketball/Gym/Youth	(42,120)	(41,288)	(40,000)	(40,000)
Baseball/Youth	(17,689)	(17,296)	(11,802)	(17,000)
Tennis/Youth	(5,884)	(7,172)	(7,311)	(7,000)
Public Bldg Rentals	(5,645)	(10,794)	(8,570)	(10,000)
Field Rentals	(6,155)	(7,028)	(2,160)	(7,000)
Tennis Courts	(927)	(1,634)	(1,231)	(1,000)
Advertising	(3,969)	(1,750)	(4,058)	(3,000)
Sponsorships	-	-	(3,000)	(10,500)
Miscellaneous	(175)	(9,948)	(1,369)	(6,000)
Ice Arena Admissions	(66,102)	(59,270)	(55,542)	(55,000)
Skating Lessons	(17,012)	(15,814)	(11,678)	(16,000)
Skate Rentals	(5,202)	(2,563)	(4,551)	(5,000)
Skate Sharpening	(1,270)	(1,241)	(1,472)	(1,000)

City of Pueblo

Revenue History - by Source

	2014	2015	2016	2017
	Actual	Actual	Estimate	Proposed
Ice & Arena Rentals	(95,651)	(108,740)	(92,415)	(85,000)
Concessions	(33,061)	(31,088)	(27,986)	(30,000)
Pro Shop Sales	(680)	(443)	(413)	(500)
Birthday Party Rentals	(13,230)	(13,614)	(15,968)	(12,500)
Drop-In Hockey/Adult	(6,493)	(7,176)	(6,330)	(5,000)
Drop-In/Free Style	(913)	(432)	(720)	(1,200)
Stick N Puck / Youth	(1,656)	(1,751)	(1,884)	(1,200)
Swimming Tickets	(86,418)	(88,006)	(88,682)	(85,000)
Swimming Lessons	(1,205)	(2,225)	(1,770)	(1,000)
Swimming Pool Rentals	(6,931)	(13,173)	(3,904)	(5,000)
TOTAL CHARGES FOR SERVICES	(3,958,562)	(4,182,073)	(4,009,761)	(3,951,968)
FINES & FORFEITURES				
Municipal Court	(1,087,206)	(1,228,660)	(1,028,092)	(1,100,000)
Pueblo Combined Court	(1,542)	(2,148)	(8,500)	(2,000)
Animal Fines	(56,574)	(59,430)	(60,782)	(50,000)
Red Light Fines	(254,636)	(266,427)	(345,996)	(300,000)
DUI Fines	(40,604)	(31,066)	(26,964)	(30,000)
Seat Belt Fines	(130)	(183)	(311)	(300)
Xing Guard Surcharge	(64,231)	(54,879)	(55,353)	(55,000)
Drug Surcharge	(2,845)	(3,320)	(2,897)	(2,800)
Dare Surcharge	(2,324)	(2,037)	(1,677)	(3,000)
Liquor Fines In-Lieu	(404)	(7,000)	(3,349)	(5,000)
Graffiti Fine-Fee-Surchg	(1,610)	(650)	(536)	(500)
DMV	(17,193)	(13,084)	(13,069)	(15,000)
Health Surcharge	(205)	(103)	(38)	(100)
Breath-Blood Fee	(717)	(323)	(496)	(500)
Work Release	(4,273)	(5,346)	(6,023)	(5,000)
Keep Pueb Beautiful S-Chg	(10,265)	(13,677)	(12,741)	(10,000)
HIV Surcharge	(4,735)	(3,412)	(4,171)	(3,000)
Court Data Management Fee	(62,140)	(102,150)	(102,788)	(85,000)
Fines / Other	-	(4,243)	(1,868)	(1,000)
TOTAL FINES & FORFEITURES	(1,611,630)	(1,798,138)	(1,675,651)	(1,668,200)

City of Pueblo

Revenue History - by Source

	2014 Actual	2015 Actual	2016 Estimate	2017 Proposed
OTHER REVENUE				
Interest Cash Balances	2,104	-	-	-
Interest On Pooled Invest	(82,146)	(24,837)	(26,079)	(100,000)
City Property Rental	-	-	(41,424)	(41,424)
Ground Rental	(14,313)	(21,364)	(26,291)	(18,780)
Loss Of Property Comp	(699)	(955)	1,271	-
Sale Of Surplus	(11,066)	(5,306)	(5,252)	(5,000)
Disposal Of Assets	(154,692)	(159,700)	(84,418)	(100,000)
Weed Lien Recovery	(90,481)	(135,232)	(101,692)	(200,000)
Bad Debt Recovery	(3,199)	(6,038)	(2,054)	(1,000)
Refunds & Rebates	(2,141)	-	-	-
Cash Over / (Short)	(173)	(3,480)	-	-
Miscellaneous Revenue	(58,743)	(129,722)	(7,755)	(50,000)
Revenue Clearing	1,532	-	-	-
Overpayment Liabilities	(1,323)	-	-	-
TOTAL OTHER REVENUE	(415,340)	(486,633)	(293,694)	(516,204)
TRANSFERS IN				
From Highway User Tax Fund	(2,424,865)	(2,424,865)	(2,424,865)	(2,424,865)
From Conservation Trust	(500,000)	(500,000)	(500,000)	(500,000)
From E-911 Telephone Charges	(508,926)	(752,000)	(452,000)	(517,000)
From Solid Waste Service Chgs	(200,000)	(400,000)	(225,000)	(225,000)
From HERA Grants	(27,789)	-	-	-
From Comm Dev Block Grant	(266,705)	(266,184)	(226,184)	(267,583)
From HOME Grant	(51,420)	(112,939)	(41,025)	(47,838)
From North Gateway BID	(11,287)	(10,987)	(9,541)	(13,000)
From North Gateway PIF	(11,388)	(10,571)	(9,715)	(13,000)
From Econ Dev Special Tax	(200,000)	(200,000)	(200,000)	(200,000)
From Parking Facilities	-	(143,849)	-	-
From Stormwater Utility	(100,000)	(100,000)	(100,000)	(90,811)
TOTAL TRANSFERS IN	(4,302,381)	(4,921,394)	(4,188,330)	(4,299,097)
GRAND TOTAL	(75,846,893)	(80,628,439)	(80,949,369)	(81,680,829)

City of Pueblo

General Fund Summary – 2017 Expenditure Budget by Category

	Wages	Benefits	Operating	Other	Total
City Council	61,200	9,320	288,750		359,270
City Manager	364,038	109,581	220,853		694,472
City Clerk	278,523	101,384	136,492		516,399
City Hall Operation			214,950		214,950
Civil Service	147,990	66,314	45,817		260,121
Finance	1,210,325	480,946	183,950		1,875,221
Fire	10,794,137	5,602,449	814,322		17,210,908
Housing and Citizen Services	278,818	105,102	26,974		410,894
Human Resources	445,140	149,821	114,765		709,726
Information Technology	1,094,385	421,219	1,475,214		2,990,818
Law	546,436	168,514	127,209		842,159
Municipal Court	674,290	212,734	138,146		1,025,170
Parks and Recreation	2,718,715	931,479	1,486,593		5,136,787
Planning and Community Development	506,049	165,027	198,996		870,072
Police	18,519,896	8,174,895	2,030,018		28,724,809
Public Works, Bureau of	3,528,822	1,521,490	2,353,245		7,403,557
Purchasing	247,703	88,041	40,020		375,764
Non-Departmental- Operational Charges	480,000	41,000	134,500	442,115	1,097,615
Non-Departmental- Contractual Payments				2,757,772	2,757,772
Non-Departmental- Health and Welfare				719,483	719,483
Non-Departmental- Contributions and Donations				707,272	707,272
Transfers to Other Funds				10,746,718	10,746,718
Totals	41,896,467	18,349,316	10,030,814	15,373,360	85,649,957

City of Pueblo

General Fund Budget History - by Department

	2014	2015	2016	2017
	Actual	Actual	Estimate	Proposed
City Council	235,475	218,929	254,310	359,270
City Manager	579,357	515,371	552,841	694,472
City Clerk	416,207	420,589	445,454	516,399
City Hall Operation	59,968	62,936	143,589	214,950
Civil Service	178,978	182,540	234,099	260,121
Finance	1,386,141	1,419,563	1,526,067	1,875,221
Fire	15,069,095	15,531,775	16,903,470	17,210,908
Housing and Citizen Services	345,914	400,294	369,908	410,894
Human Resources	614,631	605,371	666,319	709,726
Information Technology	2,140,958	2,228,998	2,565,505	2,990,818
Law	741,973	741,657	782,845	842,159
Municipal Court	897,001	907,685	961,091	1,025,170
Parks and Recreation	4,491,149	4,478,533	4,856,804	5,136,787
Planning and Community Development	675,938	701,385	674,773	870,072
Police	26,482,858	26,255,757	27,924,763	28,724,809
Public Works, Bureau of	7,627,896	6,784,984	6,896,058	7,403,557
Purchasing	308,572	328,161	357,653	375,764
Non-Departmental-Operational Charges	819,446	1,173,816	1,119,977	1,097,615
Non-Departmental-Contractual Payments	2,277,505	2,364,172	2,462,111	2,757,772
Non-Departmental-Health and Welfare	719,483	719,483	719,483	719,483
Non-Departmental-Contributions and Donations	678,018	644,000	706,000	707,272
Transfers to Other Funds	8,151,485	10,133,195	10,162,548	10,746,718
Totals	74,898,048	76,819,194	81,285,668	85,649,957

City of Pueblo

Other Funds Summary – 2017 Budgeted Expenditures

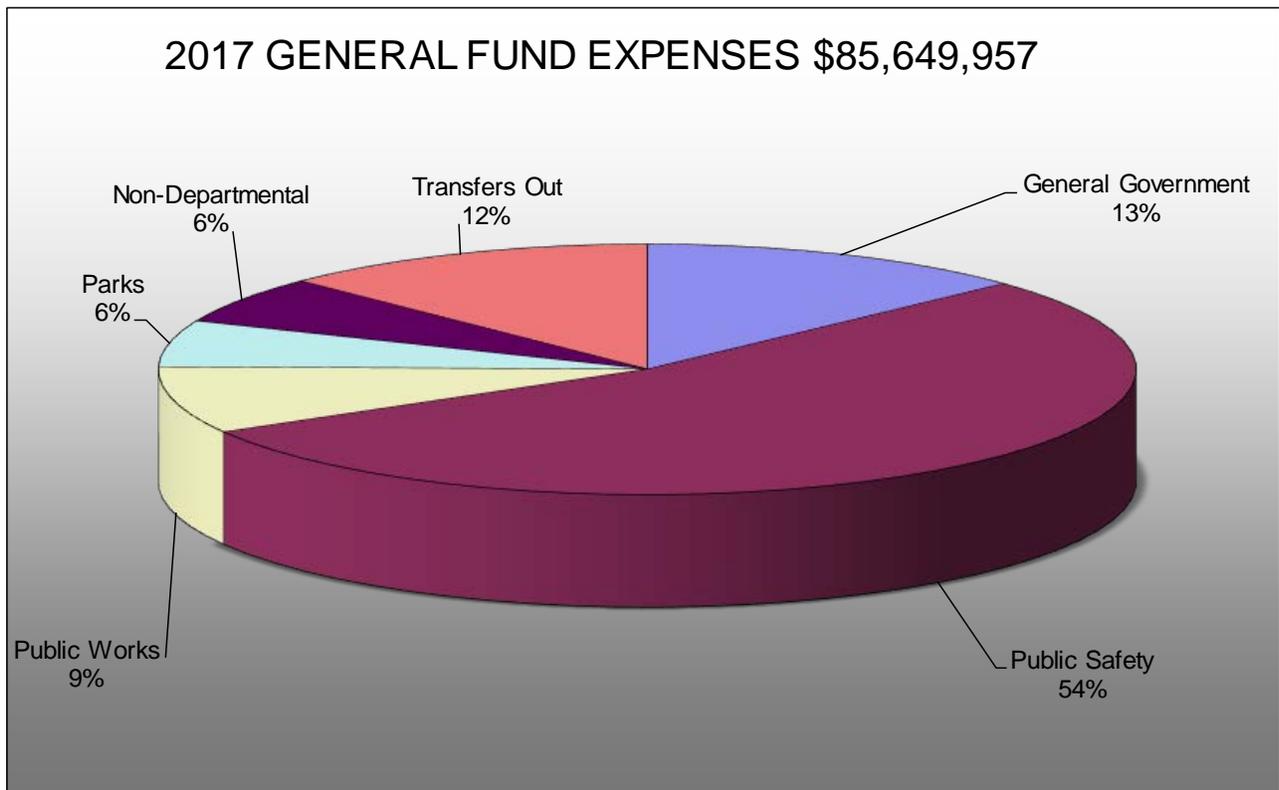
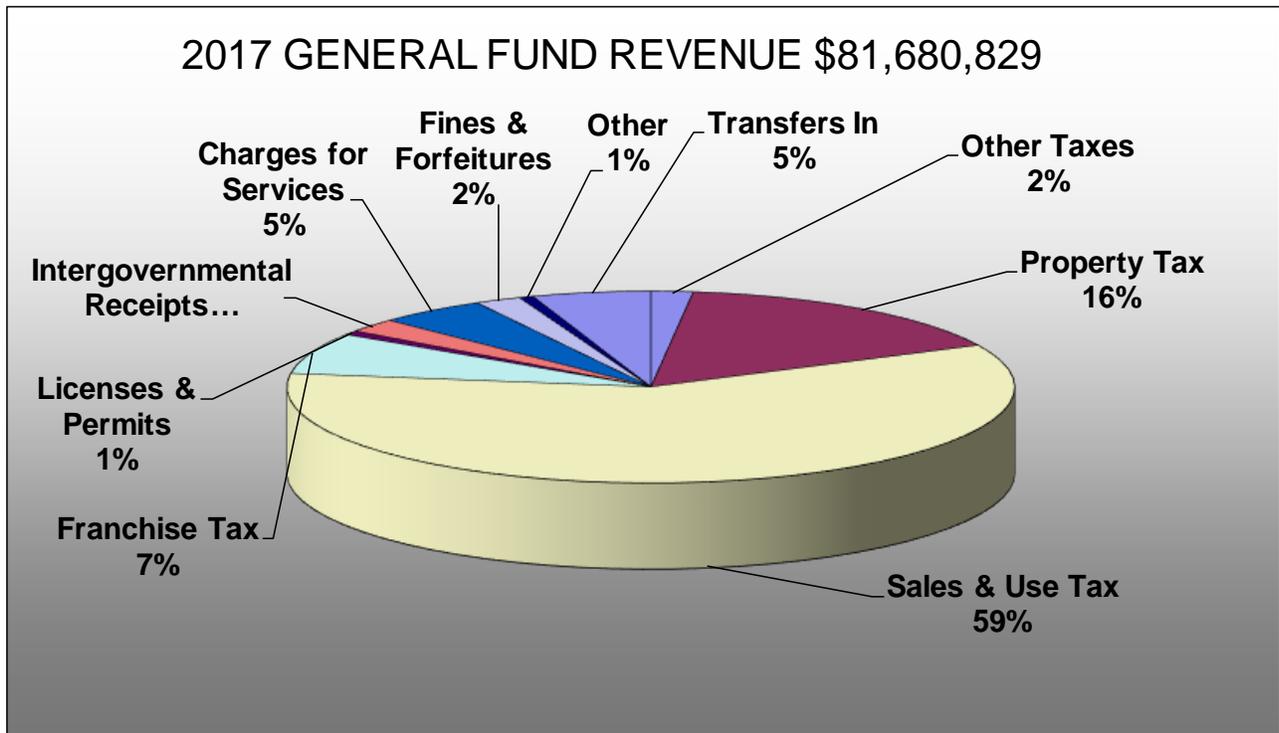
Fund Title/Activity	Proprietary Funds	Governmental Funds	Debt Service Fund
Elmwood Golf Course	1,237,139		
Fleet Maintenance	2,820,000		
Honor Farm Enterprise	106,330		
Memorial Airport	1,948,165		
Memorial Hall	583,895		
Parking Facilities Enterprise	753,354		
Pueblo Transit	5,511,477		
Self-Insurance Fund	3,042,000		
Stormwater Utility	3,721,800		
Technology Fund	182,046		
Walkingstick Golf Course	1,160,389		
Wastewater	23,262,629		
Economic Development Tax		8,429,811	
HUD Grants		2,464,873	
Intergovernmental		5,468,044	
Other Special Revenue		251,100	
Police Building		-	
Public Improvements		1,706,024	
Special Charges		3,219,000	
Special Districts		644,706	
Stimulus Grants		-	
Capital Leases			1,853,147
HARP Bonds			-
Police Building COPS			2,730,706
Total Other Funds Appropriation	44,329,224	22,183,558	4,583,853

City of Pueblo

Staffing Level Summary - by Department

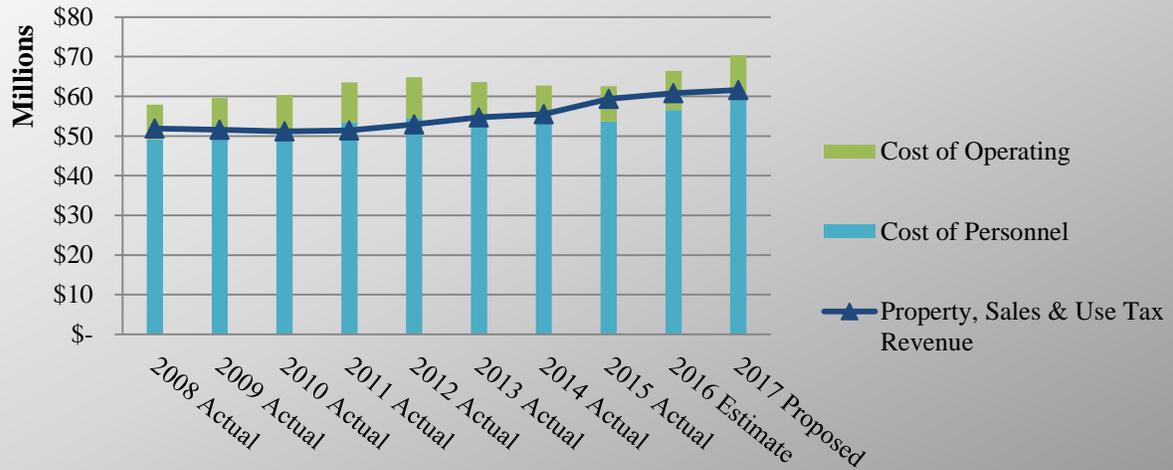
	2014	2015	2016	2017
General Fund				
City Council	7.0	7.0	7.0	7.0
City Manager	6.0	6.0	6.0	6.0
City Clerk	4.0	4.0	4.0	4.0
Civil Service	6.0	6.0	6.0	5.0
Finance	18.0	18.0	20.0	20.0
Fire	140.0	140.0	140.0	140.0
Housing and Citizen Services	4.0	4.0	4.0	4.0
Human Resources	7.0	7.0	6.0	6.0
Information Technology	15.8	16.0	16.0	18.0
Law	6.0	6.0	7.0	7.0
Municipal Court	9.0	10.0	10.0	10.0
Parks and Recreation	38.0	38.0	38.0	38.5
Planning and Community Development	12.0	12.0	14.0	14.0
Police	271.0	272.0	273.0	274.0
Public Works - Engineering	16.0	17.0	17.0	17.0
Public Works - Public Buildings	9.0	9.0	9.0	9.0
Public Works - Street Cleaning	6.0	6.0	6.0	6.0
Public Works - Streets Division	29.0	28.0	28.0	28.0
Public Works - Traffic Control	11.0	11.0	11.0	11.0
Public Works - Transportation	3.0	3.0	3.0	3.0
Purchasing	3.0	3.0	3.0	3.0
General Fund Total	620.8	623.0	628.0	630.5
Other Funds				
Fleet Maintenance	11.0	11.0	11.0	11.0
Honor Farm	1.0	1.0	1.0	0.0
Memorial Airport	12.0	12.0	12.0	12.0
Parking	2.0	2.0	2.0	2.0
Stormwater	19.5	19.5	19.5	20.0
Wastewater	52.5	52.5	56.5	57.5
Other Funds Total	98.0	98.0	102.0	102.5
Totals	718.8	721.0	730.0	733.0
Pueblo Transit	36.0	36.0	38.0	38.0

City of Pueblo

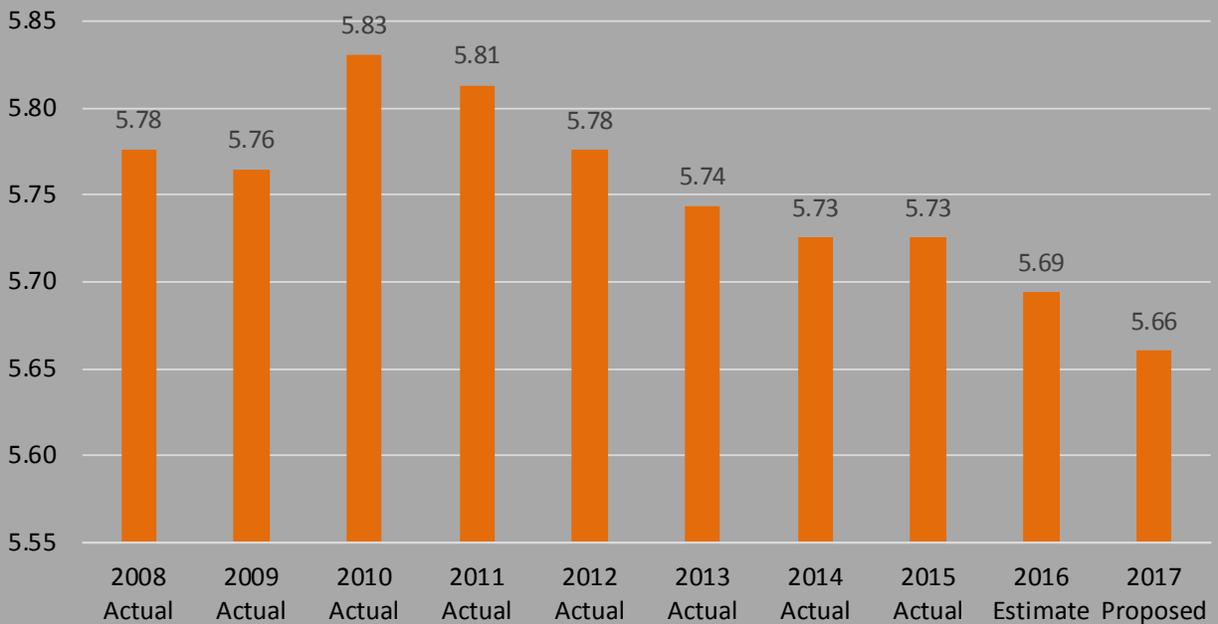


City of Pueblo

General Fund Departmental Expenses (Personnel & Operating) to Primary Revenue



General Fund Employees Per 1000 Population



Property Tax

Property tax is levied against all real property and business-related personal property within the City of Pueblo. An actual value of all property is established by the Pueblo County Assessor's Office. This value is then used to compute the assessed valuation of the property based on State-legislated ratios. These ratios are 1) 7.96% for residential real property, and 2) 29% for business real and personal property.

The mill levy is then applied to the assessed valuation to determine a property owner's tax bill. A mill is one-tenth of one cent. In other words, one mill represents \$1 for every \$1,000 of assessed property value. The formulas used for computing property taxes are as follows:

$$\begin{aligned}\text{Assessed Value} &= \text{Property actual value} \times \text{Assessment ratio} \\ \text{Property tax} &= \text{Assessed value} / 1,000 \times \text{Mill levy}\end{aligned}$$

Within the City of Pueblo's boundaries, the following entities certifying mill levies include, but are not limited to: Pueblo County, Pueblo Library District, School District 60, Southeastern Colorado Water Conservancy District, and the City of Pueblo.

The mill levies for tax year 2015, and collected in 2016, which apply to all City of Pueblo taxpayers is provided in the table below:

	<u>Estimated Mill Levy</u>	<u>% Of Total Mill Levy</u>
Pueblo County	30.710	35.0%
Pueblo Library District	5.255	6.0%
Pueblo School District 60	35.234	40.1%
Water Conservancy District	0.941	1.1%
City of Pueblo	<u>15.633</u>	<u>17.8%</u>
Totals	87.773	100%

In addition, there are two Special Improvement Maintenance Districts (SIMD) within the City of Pueblo. Residents of the Southpointe SIMD incur an additional 5 mills for improvements, and residents of the Bandera Boulevard SIMD incur 3 mills. The levy provides for the maintenance of certain public improvements of general benefit to the residents of the Districts.

The Taxpayer Bill of Rights (TABOR) Amendment to the Colorado Constitution limits property tax revenue increases to the amount collected the previous year increased by the Denver-Boulder Consumer Price Index plus a local growth factor. TABOR also prohibits any increase to the mill levy unless approved by the registered voters of the City of Pueblo.

Property Tax (continued)

The City of Pueblo will certify its mill levy for tax year 2016 at 15.633 mills (to be collected in 2017).

2017 BUDGET

Assessed Value 1,010,547,514

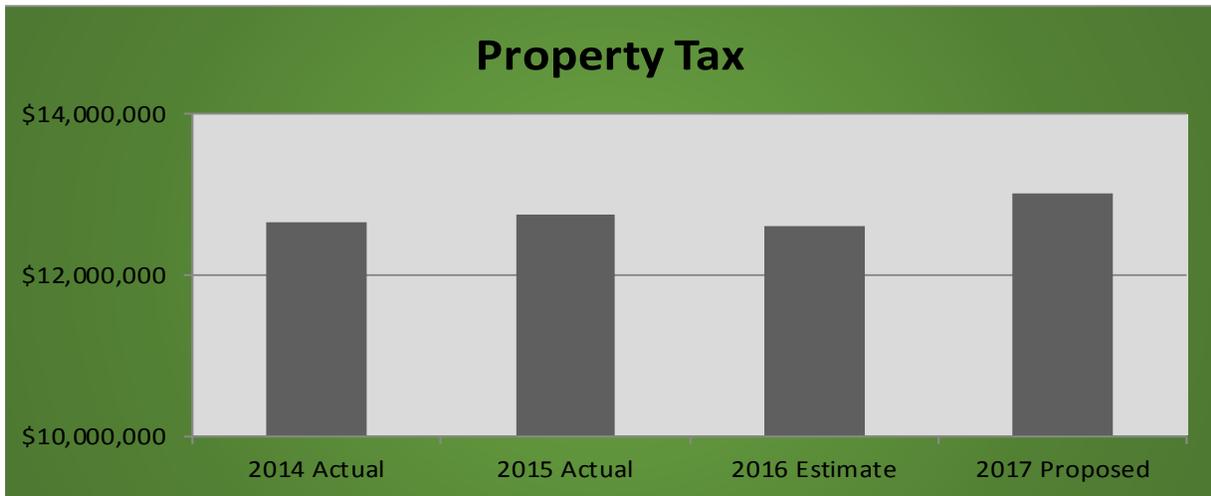
Mills 15.633

Calculation: $(1,010,547,514 / 1,000) * 15.633$

2017 Property Tax Revenue = \$13,014,390*

*(Revenue is net of \$75,000 estimated uncollectible and contractual refund obligations)

Year	Amount (\$)	Change from Previous Year
2014 Actual	12,659,236	
2015 Actual	12,758,224	0.78%
2016 Estimate	12,599,635	-1.24%
2017 Proposed	13,014,390	3.29%



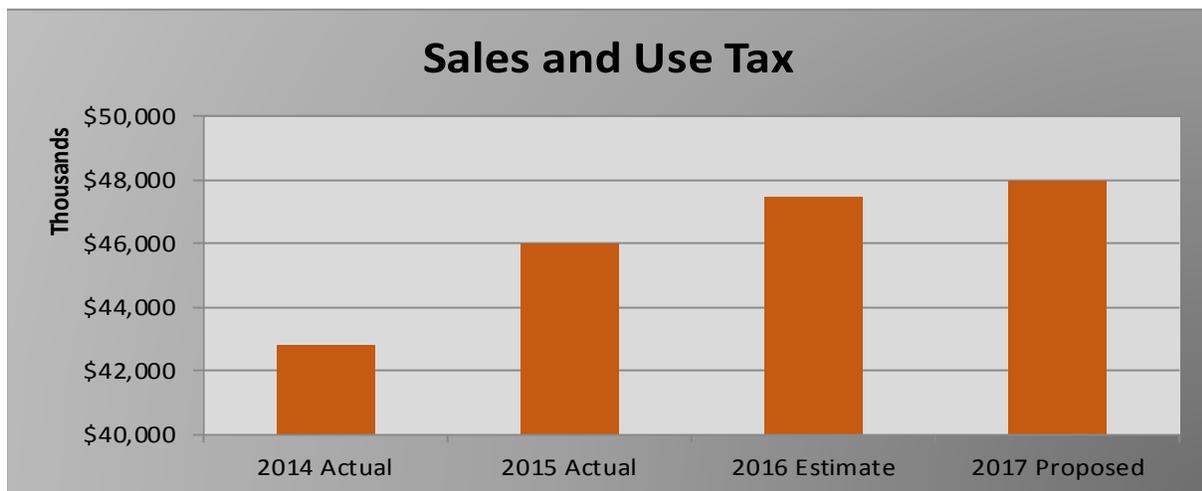
Sales and Use Tax

Sales and Use Tax is the largest single revenue stream for the City of Pueblo, making up 58.7% of the City's general fund revenue. The total sales and use tax rate within the City of Pueblo is 3.5%, which consists of 3.0% general tax and .5% tax specifically for use in economic development. The ½ Cent Economic Development Tax was established by a vote of the City electorate effective January 1, 1985. The .5% tax is not included in the General Fund, and detailed information about the revenue and expenditures of this tax are included in the Other Governmental Funds section.

Sales or use tax is levied on all retail sales, leases, and rentals of tangible personal property on the basis of the purchase price or rental price. Food purchased for preparation and consumption at home, as well as prescription medications, are exempt from sales tax.

Sales and use tax collections are primarily dependent upon the level of local economic activity, consumer confidence, and tourist activity. It is estimated that 2016 will end the year with a modest increase, and collections for 2017 are expected to increase about 1%.

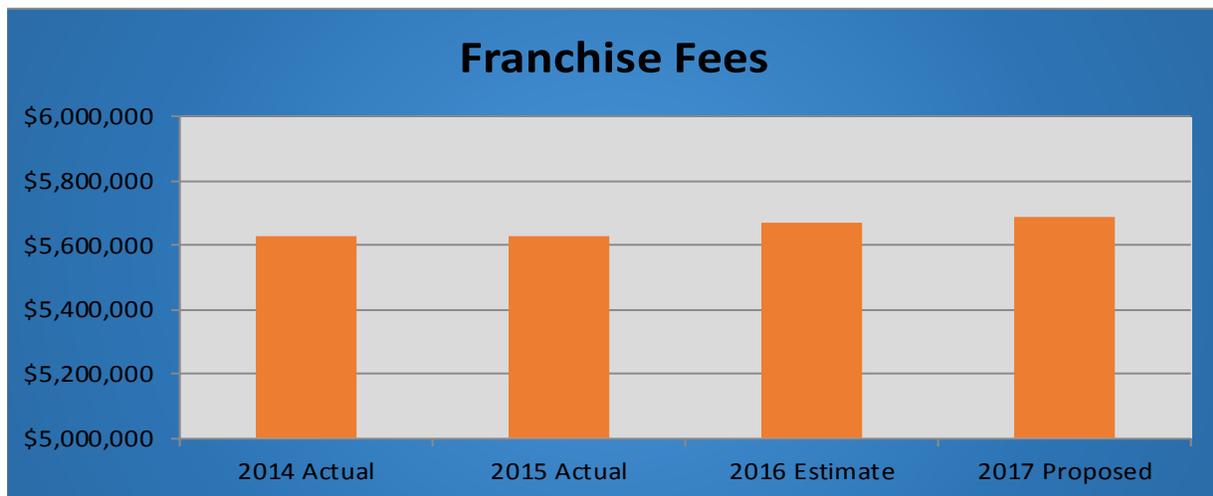
Year	Amount (\$)	Change from Previous Year
2014 Actual	42,830,588	
2015 Actual	46,004,805	7.41%
2016 Estimate	47,488,383	3.22%
2017 Proposed	47,963,267	1.00%



Franchise Fees

Franchise fees are levied on businesses that deliver any public utility including electric, telephone, cable, and natural gas services. In order for a franchise to be granted, the residents of Pueblo must have a majority vote approving the franchise. Once approved by the voters, the applicant shall submit an ordinance granting the franchise. The City of Pueblo currently has four franchises: CenturyLink, Comcast, Black Hills, and Xcel Energy.

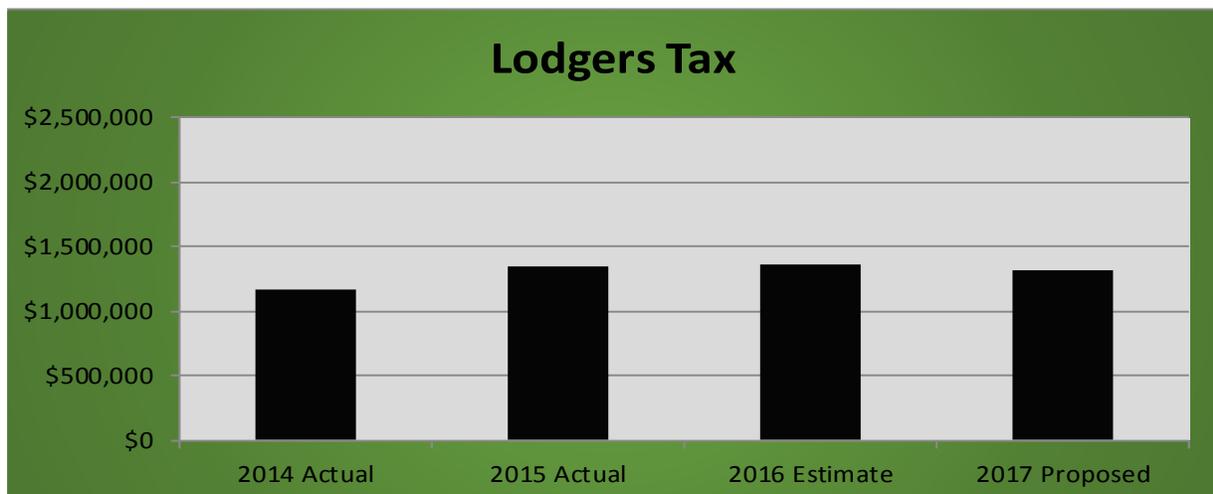
Year	Amount (\$)	Change from Previous Year
2014 Actual	5,627,434	
2015 Actual	5,629,086	0.03%
2016 Estimate	5,666,952	0.67%
2017 Proposed	5,685,000	0.32%



Lodgers Tax

A Lodgers Tax of 4.3% is imposed on the cost of lodging within the city. The 4.3% is in addition to the city sales tax of 3.5%. The tax was established to promote tourism in the City of Pueblo.

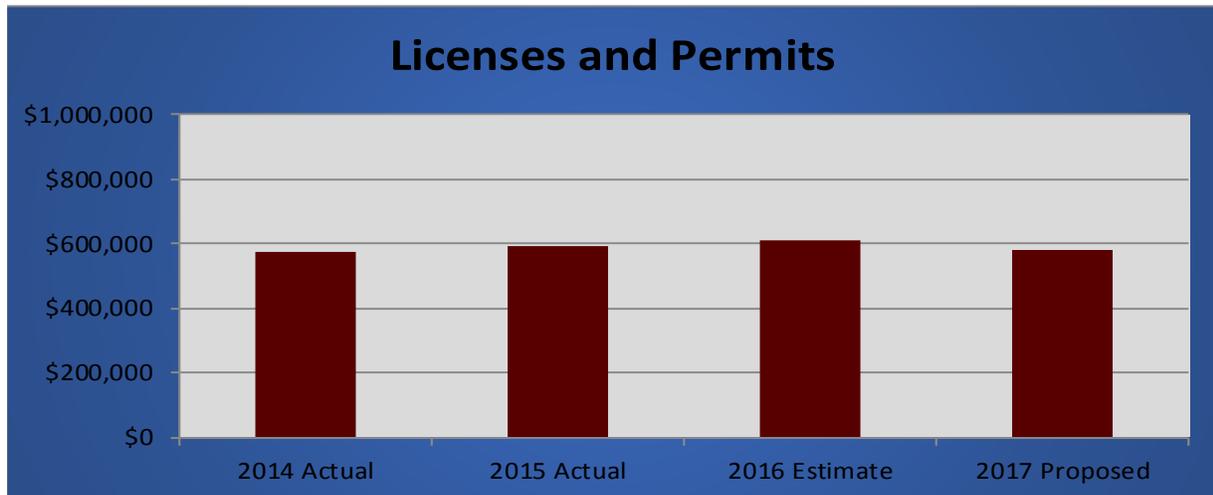
Year	Amount (\$)	Change from Previous Year
2014 Actual	1,165,580	
2015 Actual	1,351,448	15.95%
2016 Estimate	1,359,456	0.59%
2017 Proposed	1,310,000	-3.64%



Licenses and Permits

License and Permit revenues are primarily derived from business licenses. Any organization conducting business within the City of Pueblo is required to have a business license.

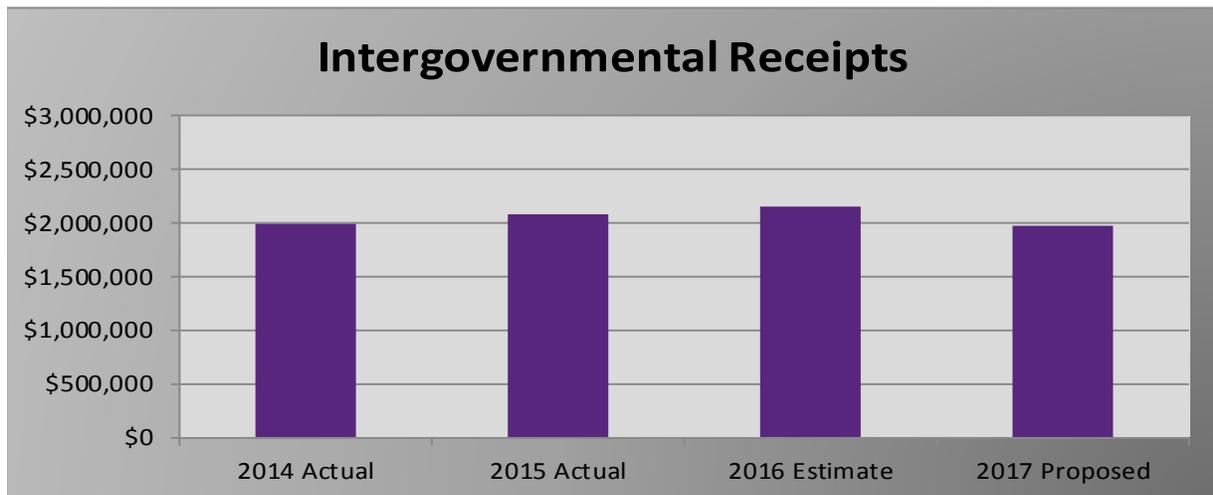
Year	Amount (\$)	Change from Previous Year
2014 Actual	576,283	
2015 Actual	591,466	2.63%
2016 Estimate	609,241	3.01%
2017 Proposed	582,000	-4.47%



Intergovernmental Receipts

Intergovernmental Receipts consists of revenue received from other government agencies. By far, the largest intergovernmental receipt is for motor vehicle ownership fees collected by Pueblo County.

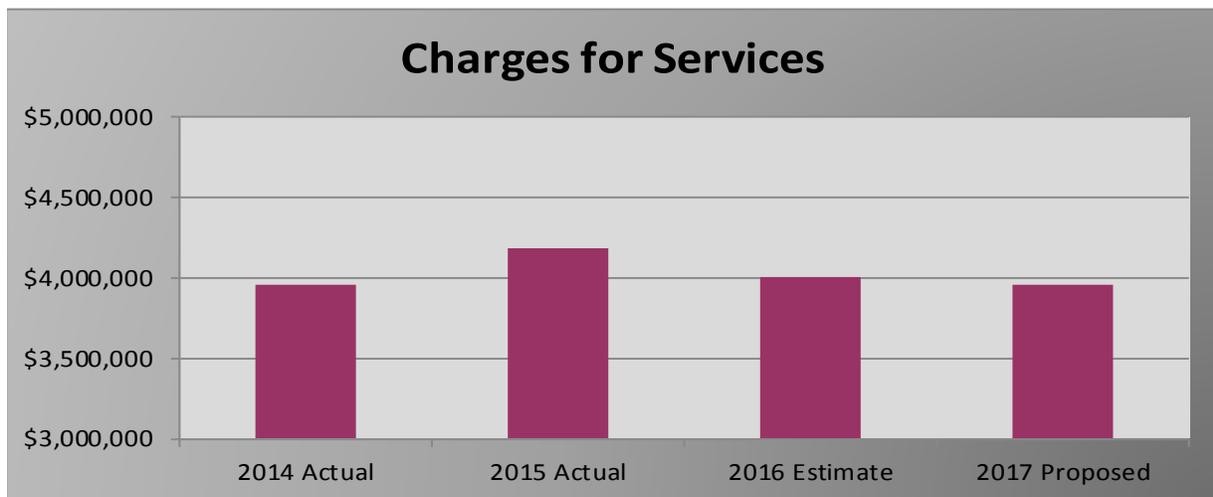
Year	Amount (\$)	Change from Previous Year
2014 Actual	1,990,837	
2015 Actual	2,085,147	4.74%
2016 Estimate	2,157,101	3.45%
2017 Proposed	1,970,843	-8.63%



Charges for Services

Charges for Services include all of the fees charged for services provided by the government to the user of those services. These charges include, but are not limited to, fees for recreation programs, photocopies, school resource officers and police reports. The largest of the fees is the administrative fee charged to enterprise funds for the services provided to by the General Fund. The amount of the fee is based on a cost allocation study conducted to accurately determine the administrative fee for each enterprise fund.

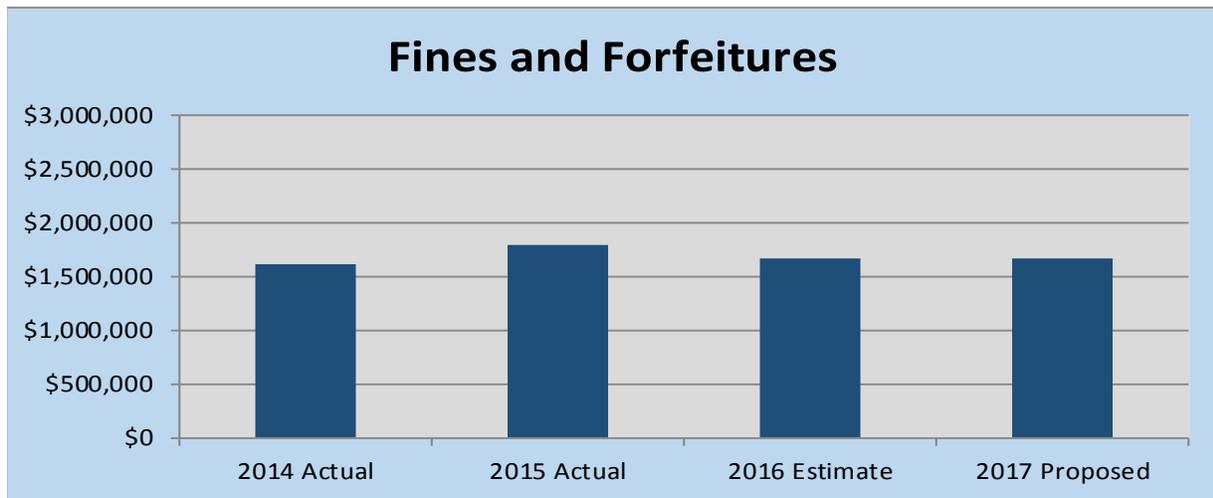
Year	Amount (\$)	Change from Previous Year
2014 Actual	3,958,562	
2015 Actual	4,182,073	5.65%
2016 Estimate	4,009,761	-4.12%
2017 Proposed	3,951,968	-1.44%



Fines and Forfeitures

Fines are imposed by the City's Municipal Court on persons found to be in violation of the City code and subject to a fine.

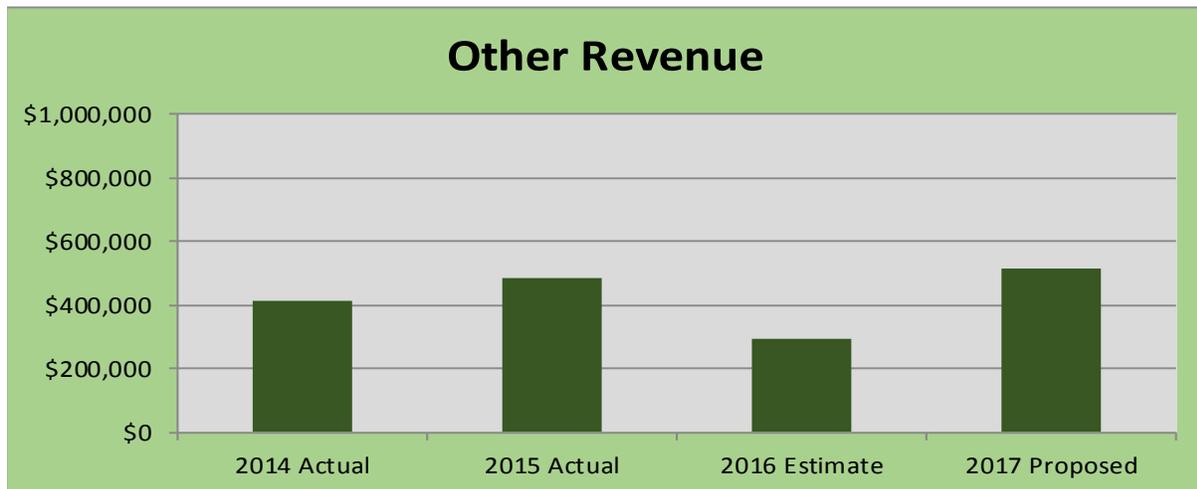
Year	Amount (\$)	Change from Previous Year
2014 Actual	1,611,630	
2015 Actual	1,798,138	11.57%
2016 Estimate	1,675,651	-6.81%
2017 Proposed	1,668,200	-0.44%



Other Revenue

Other Revenue, due to its very nature, tends to have large fluctuations. The major known component of other revenue is interest earnings on investments. As investment instruments began to mature in 2010, the funds were reinvested at much lower rates, resulting in a significant drop in revenue. Additionally, due to the uncertain nature of miscellaneous receipts, these revenues are budgeted on a very conservative basis.

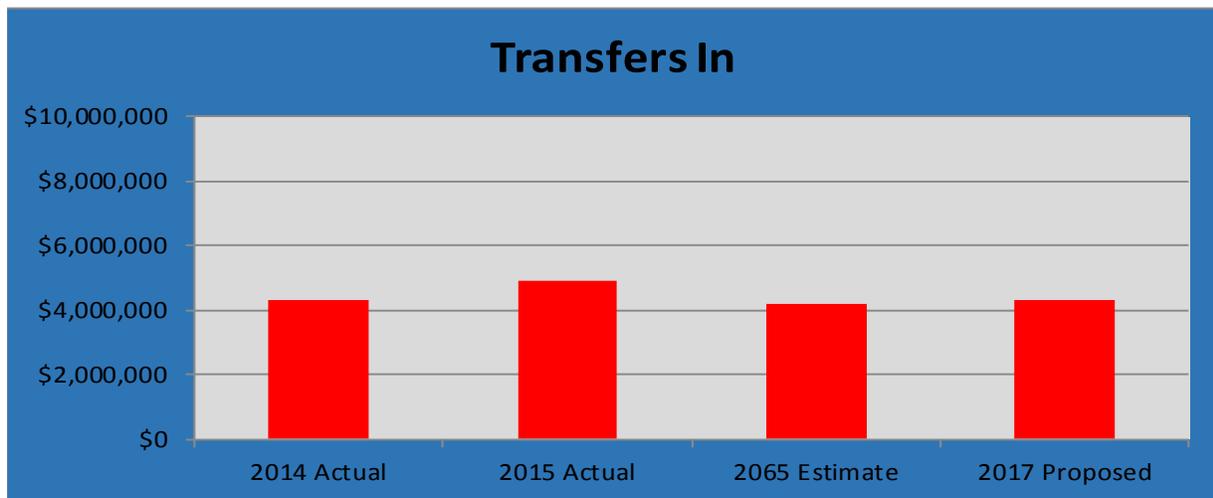
Year	Amount (\$)	Change from Previous Year
2014 Actual	415,340	
2015 Actual	486,633	17.16%
2016 Estimate	293,694	-39.65%
2017 Proposed	516,204	75.76%



Transfers In

Transfers In represent transfers of moneys from special revenue or other funds into the General Fund. The money is used to perform the objectives of the special revenue or other fund, but the expenses related to that objective occur in the General Fund.

Year	Amount (\$)	Change from Previous Year
2014 Actual	4,302,381	
2015 Actual	4,921,394	14.39%
2065 Estimate	4,188,330	-14.90%
2017 Proposed	4,299,097	2.64%



City Council

Mission/Function

The Council is the legislative and policy setting body representing the citizens of the City of Pueblo in the creation and operation of municipal services, functions, and activities.

Mission Statement

We, the City of Pueblo, representing a community of diverse culture, character, and history:

- Commit to upholding the City Charter, all City Ordinances, and the highest standards of conduct;
- Commit to promoting and enhancing the well-being and quality of life for Pueblo's residents, visitors, and businesses by providing excellent services in an efficient, respectful, and courteous manner;
- Commit to responsible stewardship of community resources and values and to support all segments of the community;
- Commit to a model of professionalism that ensures respectful and complete consideration of all decisions and decrees; and
- Commit to strategic growth, all facets of economic development, and sustainability.

Vision Statement

By uniting our energies and working cooperatively with the citizens of Pueblo, we will develop Pueblo, Colorado into one significant, influential, and prosperous community with opportunities for all.

We Value . . .

- The resourcefulness of each individual
- Entrepreneurship
- Departmental accountability and professionalism
- Integrity and transparency
- Responsive and respectful service to all
- Diversity

City Council

Budget Detail

	2014 Actual	2015 Actual	2016 Estimate	2017 Proposed
WAGES				
Board Member Wages	58,408	60,454	61,200	61,200
TOTAL WAGES	58,408	60,454	61,200	61,200
BENEFITS				
Pension - PERA	8,002	8,282	8,384	8,384
Medicare Tax	847	877	887	887
Worker's Compensation	47	48	49	49
TOTAL BENEFITS	8,896	9,207	9,320	9,320
OPERATING				
Professional Services	126,521	122,488	140,040	235,000
Rentals	-	-	3,000	3,000
Postage	-	6	200	200
Telephones	6,974	6,395	9,000	9,000
Printing & Binding	139	147	300	300
Travel	20,751	7,647	13,000	20,000
Training & Education	56	50	5,250	5,250
Office Supplies	22	-	-	-
Operating Supplies	8,709	12,535	13,000	16,000
Dues & Subscriptions	5,000	-	-	-
TOTAL OPERATING	168,172	149,268	183,790	288,750
TOTAL CITY COUNCIL	235,475	218,929	254,310	359,270

City Council Staffing Detail

Title	2014	2015	2016	2017	2017 Estimated Salary Range
City Council President	1	1	1	1	10,800 - 10,800
City Council Member	6	6	6	6	8,400 - 8,400
Total	7	7	7	7	

City Manager

Sam Azad
City Manager
1 City Hall Place.
Pueblo, CO 81003
(719) 553-2655
sazad@pueblo.us



City Manager

Mission/Function

The City Manager is the Chief Executive Officer of the municipal corporation and is responsible for executive direction of all City staff and operations of the City of Pueblo.

Objectives

- Maintain effective working relationships with elected and appointed officials at all levels of government, the media, and the general public
- Devise cost effective approaches to satisfying community needs working within current budgetary constraints to maintain a balanced budget
- Continue to establish and promote the objectives of the proposed 2016-2020 City of Pueblo Strategic Plan
- Prepare to implement the requirements of the potential approval of a ballot initiative associated with the City's proposed Half Cent Sales Tax for Public Safety and Infrastructure

City Manager

Budget Detail

	2014 Actual	2015 Actual	2016 Estimate	2017 Proposed
WAGES				
Administration Wages	327,730	289,241	257,301	347,538
Taxable Tuition Reimbursement	-	-	-	7,500
Sick/Vac/PH Sellback	-	2,905	-	-
Step-Up	22,942	3,862	-	-
Auto Allowance	6,000	6,000	6,000	6,000
Life Insurance	3,000	3,000	3,000	3,000
Emp Of The Month/Year	1,437	685	1,131	-
TOTAL WAGES	361,109	305,693	267,432	364,038
BENEFITS				
Pension - PERA	47,304	38,979	34,261	45,342
Deferred Compensation	3,000	3,000	3,000	3,000
Health Insurance	47,562	41,961	34,102	52,042
Medicare Tax	3,586	3,990	3,732	4,830
Worker's Compensation	3,217	3,377	3,016	4,322
Other Payroll Expense	45	45	45	45
TOTAL BENEFITS	104,714	91,353	78,156	109,581
OPERATING				
Professional Services	13,911	20,042	66,000	87,700
Contract Services	75,000	75,000	100,000	100,000
Utilities & Energy/Centurylink	109	698	200	800
Fleet Fuel	111	16	-	-
Rentals	3,867	3,711	5,400	5,400
Postage	94	4,384	200	200
Telephones	2,496	2,264	7,353	7,353
Printing & Binding	931	-	4,000	4,000
Travel	4,049	543	4,150	4,150
Training & Education	538	498	1,150	1,150
Office Supplies	1,822	1,061	2,900	2,900
Operating Supplies	6,586	7,164	5,900	5,900
Dues & Subscriptions	3,183	1,825	1,300	1,300
Computer Equipment <\$2500	836	1,120	3,000	-
Machinery & Equipment <\$2500	-	-	2,700	-
TOTAL OPERATING	113,534	118,326	204,253	220,853
CAPITAL OUTLAY				

City Manager

Budget Detail

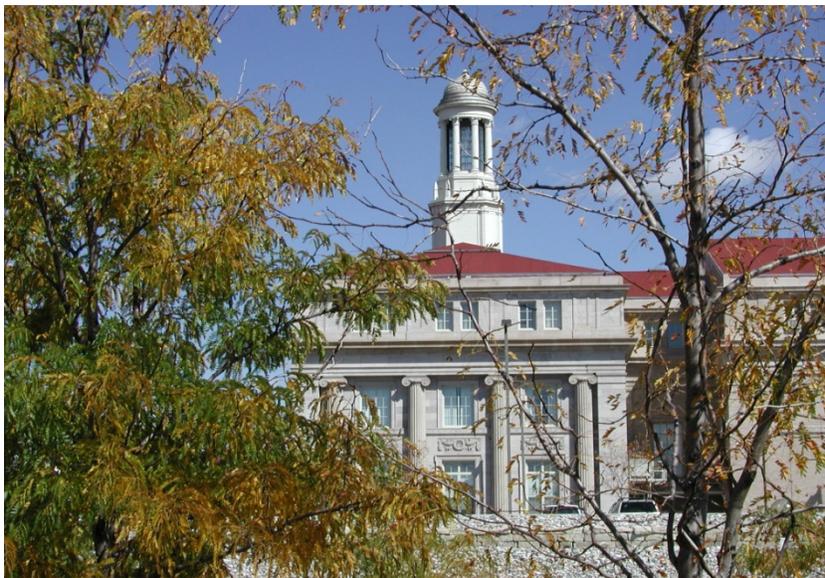
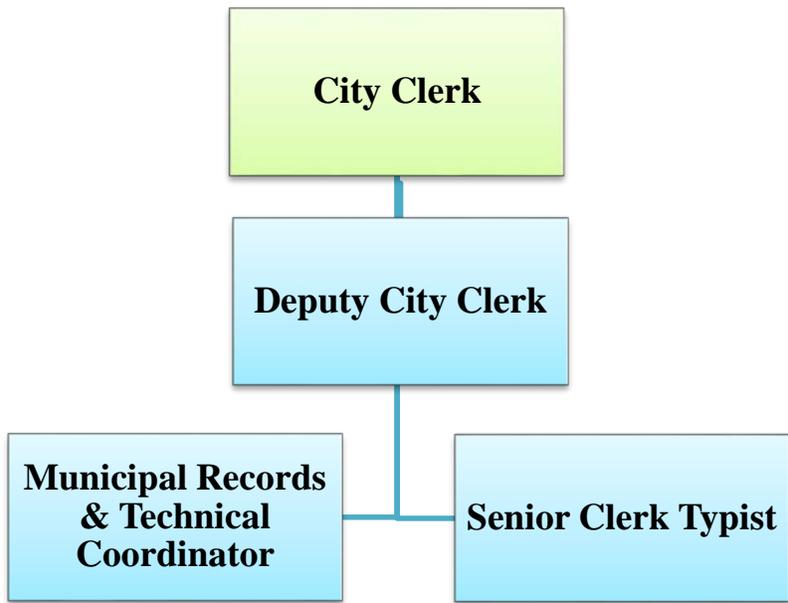
	2014	2015	2016	2017
	Actual	Actual	Estimate	Proposed
Computer Equipment >\$2500	-	-	3,000	-
TOTAL CAPITAL OUTLAY	-	-	3,000	-
TOTAL CITY MANAGER	579,357	515,371	552,841	694,472

City Manager Staffing Detail

Title	2014	2015	2016	2017	2017 Estimated	
					Salary Range	
City Manager	1	1	1	1	146,749 -	179,360
Deputy City Manager/Community Services	1	1	1	1	106,051 -	129,618
Deputy City Manager/Internal Services	1	1	1	1	106,051 -	129,618
Assistant City Manager	1	1	1	1	61,200 -	100,959
Secretary to City Manager	1	1	1	1	51,308 -	68,223
Administrative Assistant	1	1	1	1	51,308 -	68,223
Total	6	6	6	6		

City Clerk

Gina Dutcher, MMC
City Clerk
1 City Hall Place
Pueblo, CO 81003
(719) 553-2669
gdutcher@pueblo.us



City Clerk

Mission/Function

Provide quality support and assistance to the City Council, City Administration and departments, and the citizens of Pueblo in an efficient, ethical, and positive manner. The office of the City Clerk is responsible for the public service categories of liquor and beer licensing, retail/medical marijuana licensing, appointment process for boards and commissions, custodian of records, Colorado Open Records Act requests, municipal elections, City Council agenda, and Clerk for the City Council.

Objectives

Liquor and Beer Licensing Division:

- Provide technical assistance to applicants for the process of obtaining a liquor or beer license
- Secretary for the Liquor and Beer Licensing Board
- Coordinate with the Colorado Liquor Enforcement Division to present liquor awareness classes for all licensed establishments

New Programs for 2017

- Conduct the neighborhood surveys for new liquor and beer licenses in house

Retail and Medical Marijuana Licensing:

- Provide technical assistance to applicants with the licensing process in obtaining a retail marijuana grow, manufactured infused products or testing facility license, or a medical marijuana center license
- Secretary for the Medical and Retail Marijuana Licensing Authority

Boards and Commissions:

- Manage the recruitment and appointment process for all Council appointed boards and commissions

Municipal Elections:

- Designated Municipal Election Official – Coordinate with Pueblo County Elections Division for all general or regular election
- Provide technical assistance with referendum, initiated, and charter amendment petition process

Records Management Division:

- Provide research support, integrate, preserve, protect, and disseminate public documents
- Maintain all official City records including minutes of Council meetings, Ordinances, Resolutions, official and legal documents
- Maintain and coordinate the codification of the Pueblo Municipal Code

Clerk of the Council:

- Coordinate and monitor the development of the City Council agendas

City Clerk

- Attend all City Council meetings and record, and transcribe minutes of meetings
- Maintain a journal of City Council's proceedings

Significant Adjustments

- Addition of a temporary employee to assist with the retail and medical marijuana licensing process, as well as conducting the neighborhood survey for new liquor and beer licenses. This will result in a cost savings by doing the neighborhood surveys in house verses hiring an outside individual

City Clerk

Budget Detail

	2014 Actual	2015 Actual	2016 Estimate	2017 Proposed
WAGES				
Board Member Wages	3,670	3,625	3,625	4,320
Administration Wages	157,132	150,884	158,691	161,841
General Service Wages	56,101	56,804	63,267	90,162
Temporary/Part Time Wages	17,546	19,273	18,526	18,200
Sick/Vac/PH Sellback	2,990	3,862	6,507	4,000
Step-Up	-	277	-	-
TOTAL WAGES	237,439	234,724	250,616	278,523
BENEFITS				
Pension - PERA	31,409	30,645	32,007	36,366
Health Insurance	37,162	38,367	44,524	60,338
Medicare Tax	1,046	1,514	1,940	2,434
Worker's Compensation	2,047	2,051	2,161	2,201
Other Payroll Expense	45	45	45	45
TOTAL BENEFITS	71,708	72,622	80,677	101,384
OPERATING				
Professional Services	81,643	84,142	85,345	96,500
Contract Services	7	-	-	-
Utilities & Energy/Centurylink	10	46	31	100
Rentals	4,116	3,837	3,444	5,000
Postage	1,230	3,107	1,396	4,000
Telephones	759	702	1,404	2,602
Advertising	10,788	10,708	7,841	17,000
Printing & Binding	-	513	-	-
Travel	-	371	173	500
Training & Education	-	1,140	2,222	3,000
Office Supplies	6,263	4,930	8,612	7,145
Operating Supplies	-	2,493	4	-
Dues & Subscriptions	2,245	1,255	1,905	645
Supplies-PCard	-	-	974	-
Machinery & Equipment <\$2500	-	-	810	-
TOTAL OPERATING	107,059	113,242	114,161	136,492
TOTAL CITY CLERK	416,207	420,589	445,454	516,399

City Clerk

Staffing Detail

Title	2014	2015	2016	2017	2017 Estimated Salary Range
City Clerk	1	1	1	1	85,632 - 104,681
Deputy City Clerk	1	1	1	1	52,111 - 63,627
Municipal Records & Technical Coordinator	1	1	1	1	45,517 - 57,751
Senior Clerk Typist	1	1	1	1	31,961 - 42,696
Total	4	4	4	4	

City Hall Operation

Mission/Function

City Hall Operation is under the supervision of the Director of Finance.

Objectives

- Manage the newly renovated City Hall utilities, maintenance, and security

Significant Adjustments

- 2017 City Hall Operation budget is adjusted to reflect the cost of utilities and other expenses for the newly renovated City Hall building

Budget Detail

	2014 Actual	2015 Actual	2016 Estimate	2017 Proposed
OPERATING				
Contract Services	13,651	20,619	89,071	89,450
Electricity	44,533	40,344	45,222	90,000
Utilities & Energy/Centurylink	287	1,746	1,778	2,000
Repair & Maintenance	-	-	6,500	30,000
Telephones	1,129	(444)	-	500
Operating Supplies	367	671	1,018	3,000
TOTAL OPERATING	59,968	62,936	143,589	214,950
TOTAL CITY HALL OPERATION	59,968	62,936	143,589	214,950

Civil Service

Manuel Alcala
Administrator
301 W. B Street
Pueblo, CO 81003
(719) 553-2635
malcala@pueblo.us



Civil Service

Mission/Function

The primary functions of the Civil Service Department are to recruit, develop and administer examinations for all classified positions for the City of Pueblo. The Civil Service Commission holds regular monthly meetings and is responsible for conducting hearings on employment related matters pertaining to classification, reclassification, allocation of positions and disciplinary action. Under the Direction of the City Manager, the Civil Service Department is also responsible for conducting recruitments and managing the hiring processes for unclassified positions for the City of Pueblo. The Civil Service Department assists City departments with recruitments for temporary employees.

Objectives

- Provide effective and efficient customer service to all citizens and employees
- Provide direction and support to candidates seeking employment with the City
- Develop and administer competitive examinations for purposes of establishing eligibility lists
- Maintain a neutral environment conducive of providing fair and equitable appeal processing
- Provide ongoing support to City departments throughout the hiring process
- Support Human Resources efforts to locate and identify candidates for City jobs through recruitment efforts

New Programs for 2017

- Explore new examinations and exam methods, especially in regard to computerized exams
- By collaborating with both HR and the departments during the revision of job specifications, the hiring process will continue to become more efficient and accurate in regard to recruitment, testing, and hiring of the most qualified individuals

Civil Service

Budget Detail

	2014 Actual	2015 Actual	2016 Estimate	2017 Proposed
WAGES				
Board Member Wages	8,400	8,400	8,400	8,400
Administration Wages	-	-	36,460	85,801
General Service Wages	50,590	52,442	67,615	32,801
Temporary/Part Time Wages	23,011	24,472	20,855	20,000
Overtime	-	-	567	-
Sick/Vac/PH Sellback	961	999	1,732	988
Step-Up	24,735	24,007	23,310	-
TOTAL WAGES	107,697	110,320	158,939	147,990
BENEFITS				
Pension - PERA	14,053	14,407	15,182	23,816
Deferred Compensation	570	570	570	570
Health Insurance	17,730	18,199	18,426	37,674
Medicare Tax	455	477	424	2,595
Worker's Compensation	324	333	353	1,659
Other Payroll Expense	45	45	45	-
TOTAL BENEFITS	33,178	34,031	35,000	66,314
OPERATING				
Professional Services	28,805	28,041	28,836	28,836
Utilities & Energy/Centurylink	1	7	10	10
Repair & Maintenance	-	612	690	694
Rentals	2,857	1,343	1,304	1,400
Postage	1,003	952	1,226	600
Telephones	1,474	1,620	2,207	477
Advertising	-	-	55	200
Travel	1,545	1,925	3,475	4,500
Training & Education	1,187	1,298	1,073	2,000
Office Supplies	341	301	699	1,200
Dues & Subscriptions	890	2,090	585	900
Machinery & Equipment <\$2500	-	-	-	5,000
TOTAL OPERATING	38,103	38,189	40,160	45,817
TOTAL CIVIL SERVICE	178,978	182,540	234,099	260,121

Civil Service

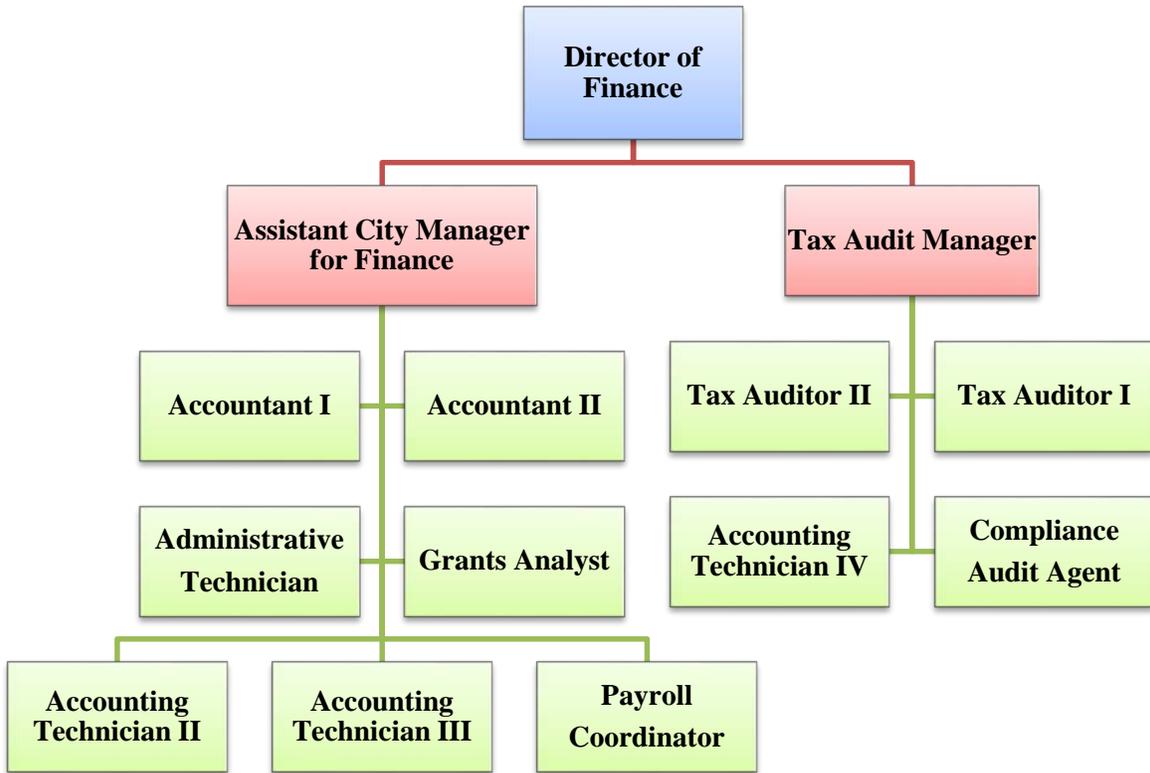
Staffing Detail

Title	2014	2015	2016	2017	2017 Estimated
					Salary Range
Civil Service Administrator	1	1	1	1	85,445 - 104,626
Civil Service Analyst	1	1	1	0	0 - 0
Clerk Typist/Civil Service Technician	1	1	1	0	0 - 0
Senior Clerk Typist	0	0	0	1	31,961 - 42,696
Civil Service Commissioner	3	3	3	3	2,700 - 3,000
Total	6	6	6	5	

Finance



Roni Kimbrel, CPA
Director of Finance
1 City Hall Place
Pueblo, CO 81003
(719) 553-2625
rkimbrel@pueblo.us



Finance

Mission/Function

- Provide the point of contact for the public and other agencies on all financial matters of the City
- Provide seamless financial support and management advisory services for all departments and activities of the City of Pueblo
- Maintain the official financial records of the City of Pueblo and provide reporting as necessary for accountability

Objectives

- Continue educating the community about City Ordinances related to sales and use tax
- Review and update Sales/Use Tax Ordinances to better reflect changes in technology and business practices.
- Earn the Award for Excellence in Financial Reporting on the 2015 Comprehensive Annual Financial Report (CAFR)
- Work with the City Manager in the development of the Annual Budget
- Produce the Annual Capital Improvement Plan
- Implement new payroll and human resources software

New Programs for 2017

- | |
|---|
| <ul style="list-style-type: none">➤ Implement new payroll processing software package |
|---|

Finance

Budget Detail

	2014	2015	2016	2017
	Actual	Actual	Estimate	Proposed
WAGES				
Administration Wages	410,001	406,195	420,312	475,174
General Service Wages	496,288	474,911	535,539	683,151
Temporary/Part Time Wages	50,132	50,073	43,898	45,000
Overtime	5,062	1,986	1,092	2,000
Sick/Vac/PH Sellback	2,242	6,977	11,523	4,000
Step-Up	7,360	2,634	1,072	1,000
TOTAL WAGES	971,084	942,776	1,013,436	1,210,325
BENEFITS				
Pension - PERA	128,817	124,691	126,928	160,496
Health Insurance	191,641	185,587	206,740	297,768
Medicare Tax	13,418	13,032	13,845	16,677
Worker's Compensation	4,525	3,969	4,049	5,645
Other Payroll Expense	448	405	379	360
TOTAL BENEFITS	338,850	327,684	351,941	480,946
OPERATING				
Professional Services	11,242	14,055	9,038	16,000
Contract Services	6,927	52,719	77,118	83,650
Utilities & Energy/Centurylink	41	259	275	300
Fleet Fuel	99	72	255	650
Fleet Repair	926	723	500	2,000
Repair & Maintenance	-	306	105	500
Rentals	7,145	7,121	7,211	9,750
Licenses, Permits & Fees	-	240	-	-
Postage	15,101	29,329	17,191	25,000
Telephones	8,743	8,227	13,002	10,000
Advertising	573	107	225	500
Printing & Binding	1,708	1,903	2,108	3,600
Travel	451	4,542	3,392	4,000
Training & Education	3,052	7,163	4,208	4,000
Office Supplies	14,786	14,278	17,134	16,000
Operating Supplies	2,014	2,765	881	2,000
Dues & Subscriptions	3,418	1,482	3,411	4,000
Computer Equipment <\$2500	1,373	3,632	3,196	2,000

Finance

Budget Detail

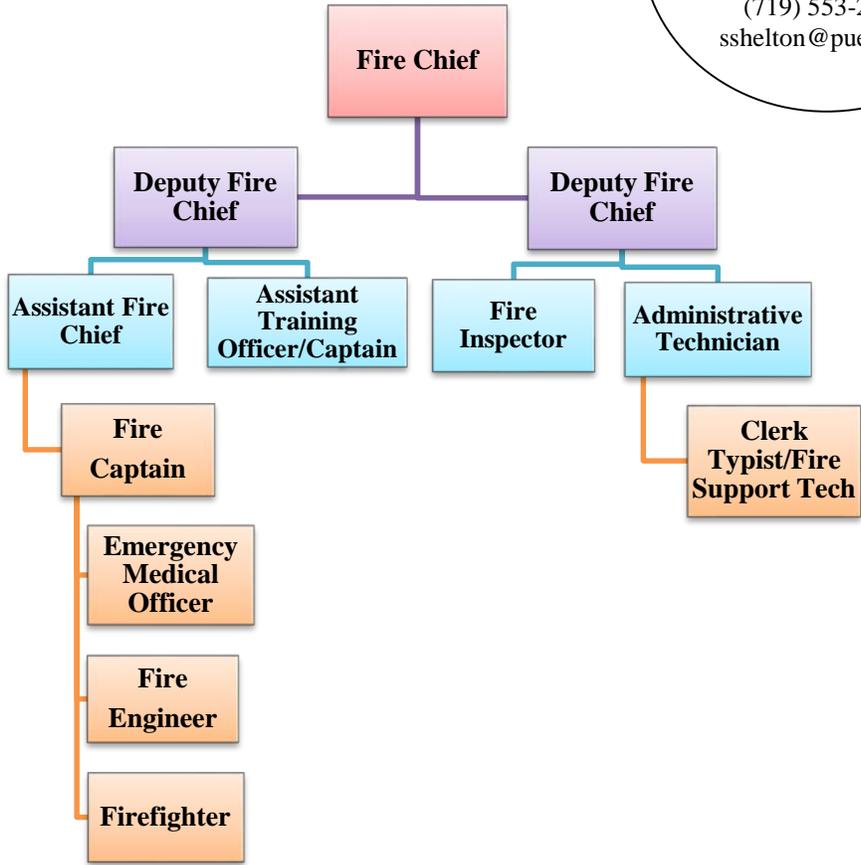
	2014 Actual	2015 Actual	2016 Estimate	2017 Proposed
Machinery & Equipment <\$2500	-	180	1,440	-
TOTAL OPERATING	77,599	149,103	160,690	183,950
EXPENSE CLEARING				
Misc Expense Clearing	(1,392)	-	-	-
TOTAL EXPENSE CLEARING	(1,392)	-	-	-
TOTAL FINANCE	1,386,141	1,419,563	1,526,067	1,875,221

Staffing Detail

Title	2014	2015	2016	2017	2017 Estimated	
					Salary Range	
Director of Finance	1	1	1	1	100,272 -	122,556
Assistant City Manager/Finance	1	1	1	1	85,632 -	104,681
Accountant II	3	2	2	2	66,470 -	81,190
Tax Audit Manager	1	1	1	1	66,470 -	81,190
Grants Analyst	0	1	1	1	48,421 -	59,731
Accountant I	1	1	1	1	57,854 -	72,340
Tax Auditor II	1	2	2	2	53,263 -	67,682
Tax Auditor I	1	0	2	2	45,517 -	57,751
Compliance/Audit Agent	1	1	1	1	38,103 -	49,779
Administrative Technician	1	1	1	1	35,239 -	47,236
Payroll Coordinator	0	1	1	1	42,333 -	53,649
Accounting Technician IV	3	2	2	2	35,727 -	46,367
Accounting Technician III	2	2	2	2	31,961 -	42,696
Accounting Technician II	2	2	2	2	31,008 -	39,303
Total	18	18	20	20		

Fire

Shawn T. Shelton
Fire Chief
1551 Bonforte Blvd.
Pueblo, CO 81001
(719) 553-2830
sshelton@pueblo.us



Fire

Mission/Function

It is the Pueblo Fire Department's responsibility to protect life and property of City residents and visitors. The department's critical public safety mission is carried out 24 hours a day with professional and specially trained personnel who perform fire, rescue, emergency medical, hazardous material, fire prevention, and public education services. As a team, we have a strong reputation for delivering a high quality of service in these areas.

The City of Pueblo Fire Department Mission Statement includes: "We will provide the highest level of fire and rescue services to the City of Pueblo and our community following laws, safety practices, and professional standards."

Objectives

- Provide emergency services to all incidents within the city limits, including fire, hazardous materials, rescue and medical responses within the time guidelines established by the City of Pueblo Fire Department Standards of Coverage document
- Provide fire code enforcement and improve public fire safety education programs that will assist businesses and citizens in fire prevention and safety
- Provide all hazard emergency services during times of natural disaster, such as floods and major storms
- Provide excellent customer service to the citizens and visitors of Pueblo
- Provide fire safety and public information to the citizens of Pueblo through an ongoing program of Public Service Announcements and public education activities
- Work with Pueblo Community College to train more of our members to the Paramedic level
- Finalize county wide mutual air response agreement

<p>New Programs for 2017</p> <ul style="list-style-type: none">➤ Maintain International Accreditation Status➤ Look for innovative ways to address ever increasing call volume➤ Continue formal officer development program➤ Evaluate Directing Other to Service (DOTS) program for effectiveness and possible expansion➤ Assist citywide incident command systems (ICS) training

Fire

Budget Detail

	2014 Actual	2015 Actual	2016 Estimate	2017 Proposed
WAGES				
Administration Wages	105,190	79,641	166,765	216,698
Fire Service Wages	8,482,086	8,628,389	9,325,723	9,364,908
General Service Wages	68,646	71,308	67,804	75,551
Overtime	900,085	745,096	758,471	705,000
Sick/Vac/PH Sellback	238,607	244,483	284,762	266,500
Step-Up	130,394	123,610	138,429	141,000
Uniform/Shoe/Tool Allow	22,680	23,220	39,677	24,480
TOTAL WAGES	9,947,688	9,915,747	10,781,631	10,794,137
BENEFITS				
Pension - PERA	8,784	9,425	8,456	9,458
Pension - Fire	1,636,350	1,940,536	1,973,714	2,320,798
Deferred Compensation	-	1,801	-	-
Health Insurance	2,080,555	2,263,984	2,461,399	2,554,585
Medicare Tax	119,172	119,344	126,165	136,318
Worker's Compensation	452,328	454,087	466,350	486,070
Uniform Repair/Replace	64,437	66,189	89,720	85,000
Tuition Reimbursement	-	1,400	-	5,000
Other Payroll Expense	5,141	4,785	5,034	5,220
TOTAL BENEFITS	4,366,766	4,861,550	5,130,838	5,602,449
OPERATING				
Professional Services	5,535	8,054	8,122	8,680
Contract Services	47,713	22,844	35,218	76,900
Electricity	110,053	111,409	125,845	115,000
Utilities & Energy/Centurylink	2,479	15,505	17,101	16,000
Fleet Fuel	132,786	82,132	64,295	100,000
Fleet Repair	231,624	213,050	447,245	220,000
Repair & Maintenance	31,439	39,634	37,939	50,842
Rentals	4,470	4,065	4,775	4,000
Other Charges	30,508	9,305	-	-
Postage	778	687	840	1,000
Telephones	41,879	25,509	41,865	22,000
Printing & Binding	2,055	165	2,190	2,000
Travel	3,205	6,629	4,840	8,000
Training & Education	36,760	16,473	45,157	30,000

Fire

Budget Detail

	2014	2015	2016	2017
	Actual	Actual	Estimate	Proposed
Fire Academy Training	10,841	25,321	29,000	10,000
Office Supplies	1,665	1,343	3,360	2,826
Operating Supplies	32,927	48,712	46,347	47,840
Repair & Maint Supplies	3,538	7,387	7,787	10,000
Linen	13,671	12,323	14,508	14,000
EMS Supplies	-	19,879	18,898	29,000
Dues & Subscriptions	7,624	6,336	6,934	6,434
Supplies-PCard	-	-	1,167	-
Computer Equipment <\$2500	-	6,309	300	300
Machinery & Equipment <\$2500	2,536	54,721	18,843	39,500
TOTAL OPERATING	754,085	737,793	982,576	814,322
CAPITAL OUTLAY				
Computer Equipment >\$2500	-	4,424	4,425	-
Machinery & Equipment >\$2500	-	12,261	-	-
Vehicles & Rolling Stock	-	-	4,000	-
Project Computer Equip <\$2500	557	-	-	-
TOTAL CAPITAL OUTLAY	557	16,685	8,425	-
TOTAL FIRE DEPARTMENT	15,069,095	15,531,775	16,903,470	17,210,908

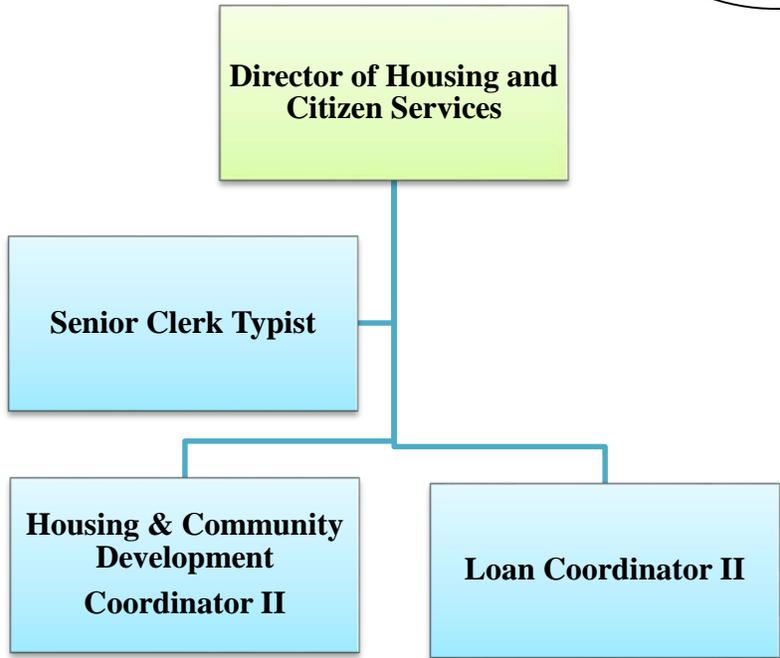
Fire

Staffing Detail

Title	2014	2015	2016	2017	2017 Estimated	
					Salary Range	
Fire Chief	1	1	1	1	109,741 -	134,118
Deputy Fire Chief	2	2	2	2	89,042 -	111,222
Assistant Fire Chief	3	3	3	3	74,325 -	94,836
Fire Captain	30	30	30	30	61,065 -	81,138
Emergency Medical Officer	30	30	30	30	58,767 -	71,586
Asst Training Officer/Capt	1	1	1	1	67,323 -	87,522
Fire Engineer	39	39	39	39	53,814 -	67,904
Fire Inspector	2	2	2	2	61,486 -	75,062
Firefighter	30	30	30	30	48,844 -	62,576
Administrative Technician	1	1	1	1	35,239 -	47,236
Clerk Typist / Fire Support Technician	1	1	1	1	28,608 -	39,303
Total	140	140	140	140		

Housing and Citizen Services

Ada Clark
Director of Housing
2631 E. 4th St.
Pueblo, CO 81001
(719) 553-2845
adaclark@pueblo.us



Housing and Citizen Services

Mission/Function

The mission of the Department of Housing and Citizen Services is to preserve and enhance the quality and livability of the City's older neighborhoods and preserve the housing stock; maintain the value of the real estate tax base; promote the economic viability and development of the city neighborhoods, while promoting the achievement of City Council's neighborhood goals. This is accomplished through several U.S. Department of Housing and Urban Development Grants

Objectives

- Develop and implement policies and programs that support the availability of affordable housing as well as a diverse range of housing options in the community in accordance with the City of Pueblo five-year U.S. Department of Housing and Urban Development (HUD) Consolidated Plan
- Improve infrastructure and public amenities in low and moderate-income neighborhoods
- Purchase, rehabilitation and resale of foreclosed and/or blighted properties through various funding resources
- Ongoing monitoring of HOME, CDBG grants. * This includes the ongoing monitoring of sub-grantees, sub-recipients, and contractors

* (HOME) Home Investment Partnership Act (CDBG) Community Development Block Grant

Housing and Citizen Services

Budget Detail

	2014 Actual	2015 Actual	2016 Estimate	2017 Proposed
WAGES				
Administration Wages	97,887	98,859	98,859	100,825
General Service Wages	138,998	143,980	146,505	150,121
Temporary/Part Time Wages	10,637	19,855	228	27,872
In-Kind Services Provided	(36,558)	-	-	-
TOTAL WAGES	210,963	262,695	245,592	278,818
BENEFITS				
Pension - PERA	31,513	34,411	32,132	36,684
Health Insurance	60,714	77,858	62,260	62,260
Medicare Tax	3,283	3,563	3,349	3,830
Worker's Compensation	2,055	2,116	2,061	2,193
Other Payroll Expense	89	176	118	135
TOTAL BENEFITS	97,654	118,123	99,920	105,102
OPERATING				
Professional Services	9,639	2,344	3,229	2,500
Contract Services	2,848	-	-	-
Electricity	2,400	2,400	2,400	2,400
Utilities & Energy/Centurylink	3	37	34	50
Fleet Fuel	918	339	290	1,000
Fleet Repair	(140)	547	442	500
Rentals	1,567	1,624	1,624	1,624
Postage	523	405	422	250
Telephones	3,352	3,215	5,297	4,400
Advertising	3,190	2,437	1,368	2,500
Printing & Binding	399	63	6	500
Travel	878	641	1,400	1,000
Training & Education	1,780	800	326	3,500
Office Supplies	2,206	1,378	1,372	1,500
Operating Supplies	1,480	1,453	1,549	2,000
Dues & Subscriptions	4,275	1,233	1,568	1,250
Supplies-PCard	-	-	442	-
Computer Equipment <\$2500	1,978	559	2,627	2,000
TOTAL OPERATING	37,296	19,476	24,396	26,974
TOTAL HOUSING	345,914	400,294	369,908	410,894

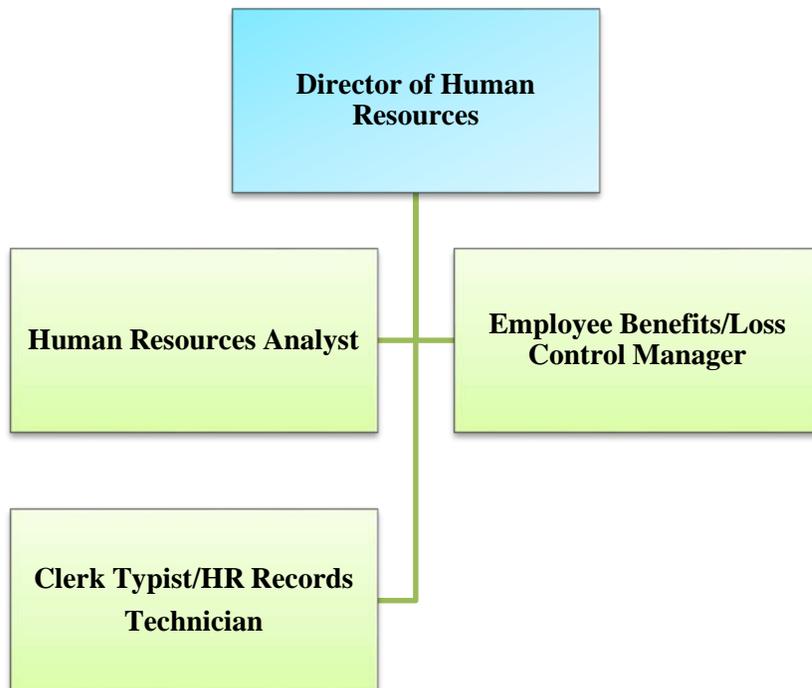
Housing and Citizen Services

Staffing Detail

Title	2014	2015	2016	2017	2017 Estimated Salary Range
Director of Housing and Citizen Services	1	1	1	1	97,448 - 119,114
Housing & Community Development Coordinator II	1	1	1	1	45,643 - 57,889
Loan Coordinator II	1	1	1	1	39,830 - 50,467
Senior Clerk Typist	1	1	1	1	31,961 - 42,696
Total	4	4	4	4	

Human Resources

Marisa L. Pacheco
Director of Human
Resources
301 West "B" Street
Pueblo, CO 81003
(719) 553-2663
mpacheco@pueblo.us



Human Resources

Mission/Function

The mission of the Human Resources Department is to provide comprehensive human resources support to City Departments including employment, classification, compensation, benefits, retirement planning and pension administration, wellness, employee and labor relations, employee development, equal employment opportunity, and research and analysis.

Objectives

- Develop and implement best practices in the recruitment of highly qualified employees
- Support and promote the health and well-being of City employees through the development and administration of a comprehensive benefit program including health, dental, life and retirement
- Foster and maintain a learning environment that is inclusive and supportive
- Improve Human Resources' processes, systems and infrastructure
- Recommend and maintain a comprehensive and competitive classification and compensation structure
- Mitigate City exposure to legal and business risks
- Provide complex research, analysis and administrative support to the City Manager and Department Directors
- To enable line departments to provide necessary citizen services through prompt and professional attention to human resource requirements

New Programs for 2017

- Implement HR module and assist Finance with payroll module implementation in Tyler-Munis system
- Monitor healthcare reform impacts and work to achieve and maintain compliance
- Research and recommend strategies to contain health insurance costs working with management and unions

Human Resources

Budget Detail

	2014 Actual	2015 Actual	2016 Estimate	2017 Proposed
WAGES				
Administration Wages	329,874	335,319	350,700	364,287
General Service Wages	83,849	50,621	38,693	39,753
Temporary/Part Time Wages	-	5,333	16,563	36,900
Overtime	272	-	-	-
Sick/Vac/PH Sellback	11,489	8,596	14,517	4,200
TOTAL WAGES	425,484	399,869	420,473	445,140
BENEFITS				
Pension - PERA	55,482	52,533	53,394	58,489
Health Insurance	70,324	75,220	88,744	83,506
Medicare Tax	4,699	4,324	4,369	4,893
Worker's Compensation	2,679	2,643	2,686	2,708
Other Payroll Expense	180	193	250	225
Benefits Admin Fees	540	754	591	-
TOTAL BENEFITS	133,903	135,666	150,034	149,821
OPERATING				
Professional Services	11,638	24,419	31,697	56,295
Contract Services	8,779	10,912	18,484	13,725
Electricity	-	-	-	1,200
Utilities & Energy/Centurylink	40	153	146	100
Fleet Fuel	-	26	160	100
Repair & Maintenance	-	109	-	500
Rentals	4,993	4,722	4,219	7,500
Postage	447	331	764	665
Telephones	4,403	4,447	5,868	7,055
Advertising	11,362	8,737	10,643	10,000
Printing & Binding	320	458	61	435
Travel	-	138	2,824	2,500
Training & Education	911	2,236	2,500	2,400
Office Supplies	4,151	3,730	1,700	4,300
Operating Supplies	881	2,373	1,236	890
Dues & Subscriptions	6,335	5,655	7,100	7,100
Supplies-PCard	-	-	6,746	-
Computer Equipment <\$2500	983	1,191	1,244	-

Human Resources

Budget Detail

	2014 Actual	2015 Actual	2016 Estimate	2017 Proposed
Machinery & Equipment <\$2500	-	198	420	-
TOTAL OPERATING	55,244	69,835	95,812	114,765
TOTAL HUMAN RESOURCES	614,631	605,371	666,319	709,726

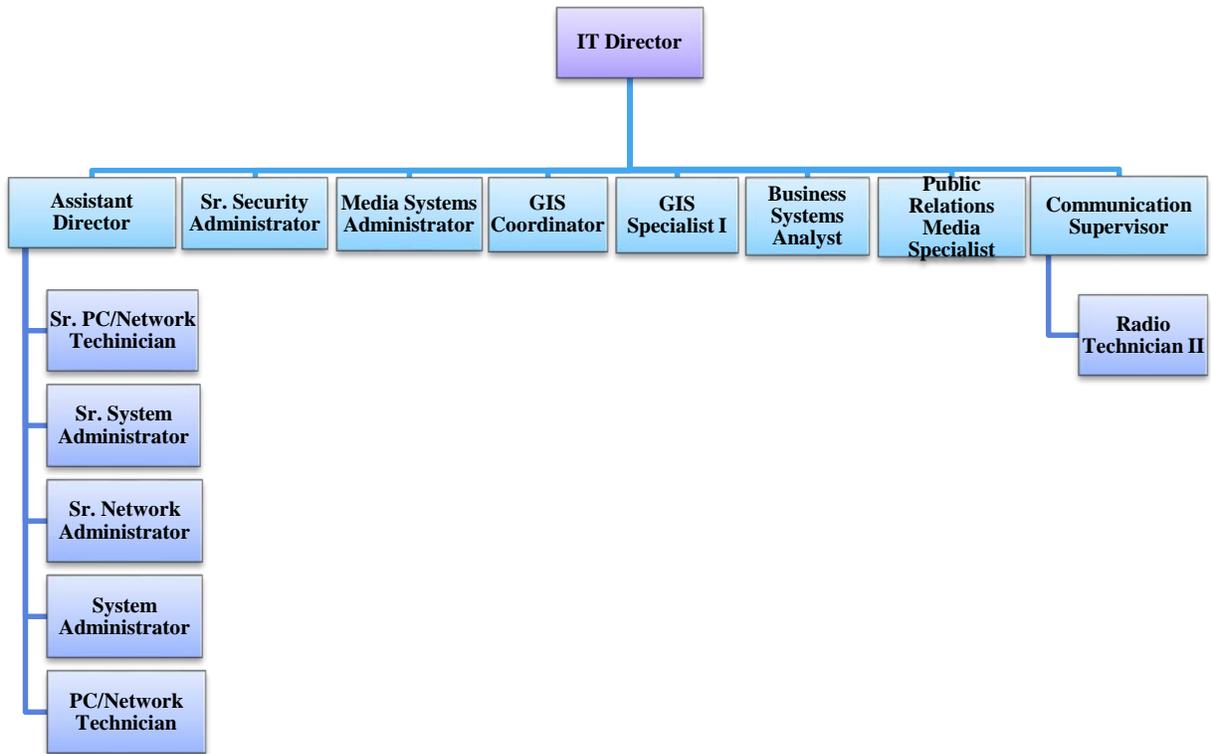
Staffing Detail

Title	2014	2015	2016	2017	2017 Estimated
					Salary Range
Director of Human Resources	1	1	1	1	97,448 - 119,114
Employee Benefits & Loss Control Manager	1	1	1	1	70,602 - 86,280
HR Analyst	3	3	3	3	48,421 - 63,844
Clerk Typist/HR Records Technician	1	1	1	1	28,608 - 39,303
Benefits Coordinator	1	1	0	0	-
Total	7	7	6	6	

Information Technology



Lori Pinz
Director of Information
Technology
200 Central Main St.
Pueblo, CO 81003
(719) 553-2424
lpinz@pueblo.us



Information Technology

Mission/Function

The mission of the Department of Information Technology is to facilitate the seamless integration of technology solutions in a cost-effective manner, provide, support and maintain a reliable system and network infrastructure that enables City entities to provide superior customer service to our community and our citizens, and support the City's mission and goals by ensuring I.T. services and technology solutions align with the City's strategic plan.

Objectives

- Maintain and support all business systems including but not limited to the City's major financial, public safety, justice, mobile and audio/visual and video-conferencing systems
- Provide and maintain a high-performance video, voice and data network, including traditional and network based (Voice-over-IP) telephones
- Support the City's digital-trunked radio system, used by all large departments, including Public Safety, Public Works and Pueblo Transit
- Maintain and continually improve the City's web site and other means of citizen access to the City through electronic means
- Install, maintain, and repair approximately 650 desktop computers, 120 wireless mobile computers and 230 mobile devices used by City employees, including tablets
- Expand and maintain City's fiber network infrastructure
- Expand and improve the City's Geographical Information System (GIS) and on-line and mobile functionality through the City's Internet site
- Advise senior management and provide guidance to departments regarding technological directions and initiatives that would benefit the City
- Increase video content on Channel 17 by originating new programming and continue to investigate other government websites for fresh ideas

New Programs for 2017

- Expand WIFI connectivity to other City Departments as well as external wireless for Public Safety
- Improve our threat detection systems and security posture to meet CJIS compliance
- Implement redundant fiber route to disaster recovery site
- Analyze the possibility of getting fiber connectivity to remaining Fire Stations and Radio Towers
- Upgrade to Windows 10

Significant Adjustments

- Add Sr. System Administrator position
- Add additional PC/Network position

Information Technology

Budget Detail

	2014 Actual	2015 Actual	2016 Estimate	2017 Proposed
WAGES				
Administration Wages	342,888	256,893	299,206	371,523
General Service Wages	515,992	558,418	518,342	654,366
Temporary/Part Time Wages	44,491	45,630	78,881	55,200
Overtime	7,568	13,763	9,746	5,000
Sick/Vac/PH Sellback	6,023	4,709	7,781	5,000
Step-Up	3,264	4,448	3,296	3,296
TOTAL WAGES	920,226	883,861	917,252	1,094,385
BENEFITS				
Pension - PERA	118,827	113,238	117,078	141,867
Health Insurance	183,162	185,257	183,065	254,299
Medicare Tax	12,508	11,845	12,322	14,926
Worker's Compensation	8,071	7,799	6,279	7,902
Uniform Cleaning	1,440	1,692	1,691	2,000
Other Payroll Expense	225	191	225	225
TOTAL BENEFITS	324,233	320,023	320,660	421,219
OPERATING				
Professional Services	2,185	25,540	4,845	8,800
Contract Services	10,500	4,664	4,741	11,813
Electricity	23,764	29,858	25,202	31,500
Utilities & Energy/Centurylink	1,380	2,838	3,318	3,250
Fleet Fuel	1,587	1,496	1,062	2,482
Fleet Repair	1,834	721	199	2,000
Repair & Maintenance	4,301	7,322	10,179	7,000
Service Contract	-	699	-	2,200
Rentals	65,878	14,842	53,977	19,376
Software Licensing/Maint	644,866	862,068	1,122,122	1,290,339
Other Charges	-	157	-	-
Postage	165	268	123	550
Telephones	19,881	28,153	31,537	37,519
Advertising	7,268	6,869	6,878	8,000
Travel	471	978	1,622	2,190
Training & Education	3,478	1,623	16,140	10,040
Office Supplies	4,051	4,980	7,305	6,250
Operating Supplies	6,524	7,086	4,420	8,200

Information Technology

Budget Detail

	2014	2015	2016	2017
	Actual	Actual	Estimate	Proposed
Repair & Maint Supplies	18,272	17,289	2,008	15,300
Dues & Subscriptions	7,662	502	3,120	2,405
Supplies-PCard	-	-	1,928	-
Computer Equipment <\$2500	24,134	1,613	2,850	3,500
Machinery & Equipment <\$2500	2,912	5,549	2,997	2,500
TOTAL OPERATING	851,113	1,025,114	1,306,573	1,475,214
CAPITAL OUTLAY				
Computer Equipment >\$2500	44,236	-	21,020	-
TOTAL CAPITAL OUTLAY	44,236	-	21,020	-
CAPITAL MAINTENANCE				
Project R&M Mach & Equip	1,150	-	-	-
TOTAL CAPITAL MAINTENANCE	1,150	-	-	-
TOTAL INFORMATION TECHNOLOGY	2,140,958	2,228,998	2,565,505	2,990,818

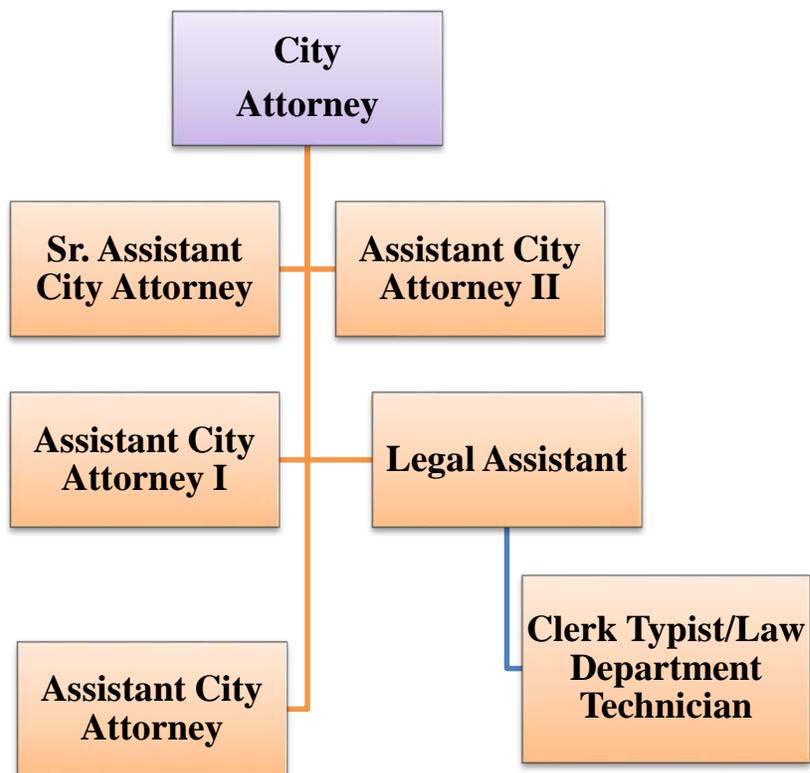
Information Technology

Staffing Detail

Title	2014	2015	2016	2017	2017 Estimated	
					Salary Range	
Director of Information Technology	1	1	1	1	97,448	- 119,114
Assistant Director/ Information Technology	1	1	1	1	66,470	- 81,190
Senior Network Administrator	1	1	1	1	53,182	- 74,131
Senior Security Administrator	1	1	1	1	53,182	- 74,131
Communications Supervisor	1	1	1	1	53,182	- 74,131
System Administrator	1	1	1	1	46,363	- 62,988
Public Relations & Media Specialist	1	1	1	1	53,603	- 74,057
Media Systems Administrator	1	1	1	1	46,363	- 62,988
GIS Specialist I	1	1	1	1	35,861	- 45,356
GIS Coordinator	1	1	1	1	46,363	- 62,988
Senior PC Network Technician	1	1	1	1	45,517	- 57,751
Business Systems Analyst	1	2	2	2	46,363	- 62,988
PC Network Technician	1	1	1	2	38,103	- 49,779
Radio Technician/Radio Technician II	2	2	2	2	36,246	- 58,383
Senior System Administrator	0	0	0	1	53,182	- 74,131
Senior Business Systems Analyst	0.75	0	0	0		-
Total	15.75	16.00	16.00	18.00		

Law

Daniel C. Kogovsek
City Attorney
1 City Hall Place
Pueblo, CO 81003
(719) 562-3899
dkogovsek@pueblo.us



Law

Mission/Function

The mission of the Law Department is to provide quality legal services to the City in accordance with the Charter requirements. This mission is accomplished by providing prompt, courteous and professional service.

Objectives

- Provide quality legal services to the City through staffing and contract attorneys
- Improve coordination with other City Departments for increased efficiencies
- Continue transition to paperless file system utilizing the LSS document retention system
- Provide training to Police Department on a variety of issues to reduce claims
- Provide education and training to City Departments

Law

Budget Detail

	2014 Actual	2015 Actual	2016 Estimate	2017 Proposed
WAGES				
Administration Wages	436,757	441,095	467,392	506,427
General Service Wages	33,828	35,070	36,176	37,732
Overtime	-	77	-	-
Sick/Vac/PH Sellback	7,057	10,231	23,432	2,277
TOTAL WAGES	477,642	486,472	527,000	546,436
BENEFITS				
Pension - PERA	62,764	62,810	65,710	73,505
Health Insurance	45,715	48,127	73,108	81,192
Medicare Tax	6,710	6,767	7,257	7,795
Worker's Compensation	3,343	3,388	3,638	5,887
Other Payroll Expense	135	90	90	135
TOTAL BENEFITS	118,666	121,183	149,803	168,514
OPERATING				
Professional Services	13,783	2,618	-	-
Contract Services	92,021	91,911	58,566	66,000
Utilities & Energy/Centurylink	10	100	161	100
Rentals	3,592	3,791	3,449	6,050
Postage	325	391	3,790	11,000
Telephones	4,186	4,037	5,930	5,228
Printing & Binding	29	-	-	100
Travel	2,362	1,451	2,679	4,100
Training & Education	2,077	1,365	1,655	4,000
Office Supplies	2,880	2,965	4,461	3,500
Operating Supplies	19,415	21,087	16,821	22,231
Dues & Subscriptions	4,319	4,037	4,326	4,400
Supplies-PCard	-	-	2,376	-
Computer Equipment <\$2500	-	-	750	500
Machinery & Equipment <\$2500	668	250	1,078	-
TOTAL OPERATING	145,666	134,002	106,042	127,209
TOTAL LAW DEPARTMENT	741,973	741,657	782,845	842,159

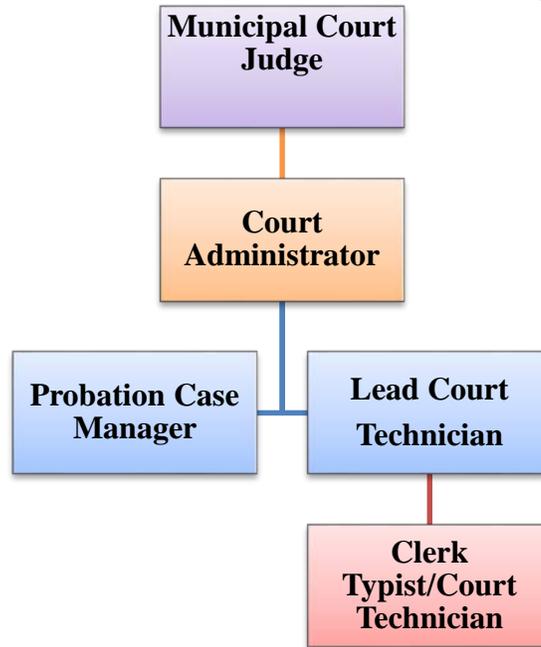
Law

Staffing Detail

Title					2017 Estimated
	2014	2015	2016	2017	Salary Range
City Attorney	1	1	1	1	132,080 - 161,416
Assistant City Attorney	3	3	4	1	49,450 - 103,016
Assistant City Attorney I	0	0	0	1	60,000 - 75,000
Assistant City Attorney II	0	0	0	1	75,000 - 90,000
Senior Assistant City Attorney	0	0	0	1	103,000 - 115,000
Legal Assistant	1	1	1	1	48,421 - 57,748
Clerk Typist/Law Department Technician	1	1	1	1	28,608 - 39,303
Total	6	6	7	7	

Municipal Court

Carla L. Sikes
Presiding Judge
200 S. Main St.
Pueblo, CO 81003
(719) 553-3810
municipalcourt@
pueblo.us



Municipal Court

Mission/Function

The City of Pueblo Municipal Court’s mission is to provide an efficient, equitable, and impartial forum to hear and resolve alleged violations of the City of Pueblo Municipal Code and to effectively and efficiently impose and collect fines, costs, and penalties due the City of Pueblo.

Objectives

- Continue to provide excellent customer service, whether the contact is personal, by phone, mail, e-mail, electronic, or otherwise
- To improve office-wide proficiency with the office and case management programs in order to reliably query and retrieve data
- Continue the expansion of Juvenile Diversion Programming, Teen Court, Graffiti Removal/Community Service, Restorative Justice, and otherwise
- Expand training of Court staff to insure Court practices and programs exceed current statewide best practices standards and comply with new legislation
- Expand utilization of on-line tools, technology, and other automated solutions that impact the efficiency of the Court or access to the Court
- Establish and maintain collaborative working relationships with law enforcement and social service agencies

New Programs for 2017

- The Court is collaborating with SB 94 representatives to expand the Court’s Community Service program to include a community garden
- The Court will offer on-line payment options for all traffic infractions and payment plans
- The Court will further expand its collection efforts by referring unpaid restitution to a collection agency
- The Court will improve and expand it’s website to provide expanded information availability; internet based case processing options, bi-lingual informational pamphlets, and government access channel public service announcements

Significant Adjustments

- As a result of recent legislation, the Court will be required to appoint court-appointed defense counsel more often, which will have a significant impact on the Court’s overall operating costs

Municipal Court

Budget Detail

	2014 Actual	2015 Actual	2016 Estimate	2017 Proposed
WAGES				
Administration Wages	175,721	176,367	177,006	182,101
General Service Wages	254,528	288,377	295,777	315,662
Temporary/Part Time Wages	141,037	99,326	86,301	162,027
Overtime	2,729	1,638	2,111	5,000
Sick/Vac/PH Sellback	-	-	-	8,000
Step-Up	2,544	1,947	2,007	1,500
TOTAL WAGES	576,559	567,654	563,202	674,290
BENEFITS				
Pension - PERA	73,133	71,903	68,585	85,671
Health Insurance	121,974	131,548	122,080	115,581
Medicare Tax	7,639	7,420	7,911	9,144
Worker's Compensation	6,473	5,628	6,197	2,158
Other Payroll Expense	68	159	180	180
TOTAL BENEFITS	209,287	216,657	204,953	212,734
OPERATING				
Professional Services	19,026	28,520	95,110	31,000
Contract Services	13,890	14,561	15,162	20,000
Electricity	32,124	32,367	31,529	29,700
Utilities & Energy/Centurylink	28	165	209	360
Fleet Fuel	6,917	7,312	5,113	8,000
Fleet Repair	6,447	8,259	4,805	6,000
Repair & Maintenance	-	11	-	-
Rentals	2,942	2,436	2,657	3,000
Worker's Comp Insurance	4,064	6,413	6,758	6,500
Postage	1,288	2,782	3,367	4,000
Telephones	7,180	6,614	11,007	10,886
Printing & Binding	322	1,248	624	1,200
Travel	552	1,049	596	500
Training & Education	1,246	455	339	2,000
Office Supplies	10,985	8,512	8,691	10,000
Operating Supplies	1,939	1,720	1,999	4,000
Dues & Subscriptions	1,527	951	804	1,000
Supplies-PCard	-	-	276	-

Municipal Court

Budget Detail

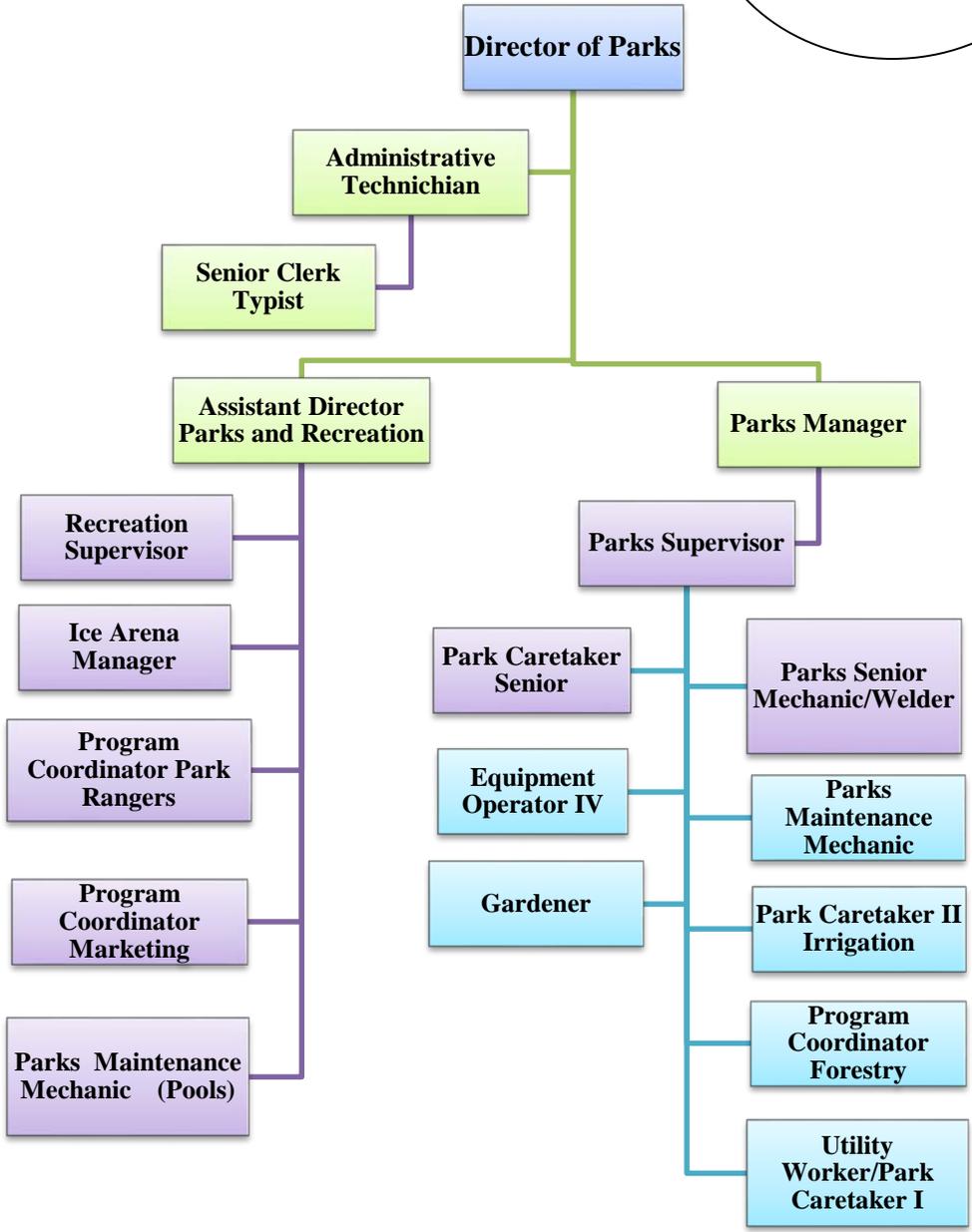
	2014 Actual	2015 Actual	2016 Estimate	2017 Proposed
Computer Equipment <\$2500	678	-	3,890	-
TOTAL OPERATING	111,154	123,374	192,936	138,146
TOTAL MUNICIPAL COURT	897,001	907,685	961,091	1,025,170

Staffing Detail

Title	2014	2015	2016	2017	2017 Estimated
					Salary Range
Municipal Court Judge	1	1	1	1	98,871 - 127,491
Court Administrator	1	1	1	1	66,470 - 81,190
Clerk Typist/Court Technician	4	5	5	5	28,608 - 40,879
Lead Court Technician	2	2	2	2	31,961 - 42,696
Probation Case Manager	1	1	1	1	45,517 - 57,751
Total	9	10	10	10	

Parks and Recreation

Steven Meier
 Director of Parks
 800 Goodnight Ave.
 Pueblo, CO 81005
 (719) 553-2790
 smeier@pueblo.us



Parks and Recreation

Mission/Function

The Pueblo Parks and Recreation Department endeavors to improve the quality of life for the citizens of the Greater Pueblo Community through:

- Quality, diverse recreation and leisure opportunities
- Safe, clean and attractive park and recreation facilities
- Partnerships that enhance opportunities and maximize resources
- Investing in new and renovated parks and recreation facilities

Objectives

- Create an organization committed to the rigorous pursuit of customer service, creativity, safety, teamwork, integrity and continuous improvement and development
- Provide quality, diverse recreation and leisure opportunities
- Provide safe, clean and aesthetically pleasing parks, trails and open space opportunities
- Investing in renovations to existing parks and recreational facilities
- Planning and developing new opportunities
- Develop partnerships and contract service that enhance opportunities and maximize resources

New Programs for 2017

- Increase sponsorships for park and recreation programs and facilities
- Master Plan clubhouse area at the City Park Tennis Complex
- Irrigation and turf renovations at one of the City's older park facilities
- Repair trails that received flood damage along Fountain Creek

Significant Adjustments

- Continue improving the Department to focus on critical needs, updating operations, and positioning for future success
- Replace old maintenance equipment that is no longer performing efficiently
- Continue to enhance the trail system to make it enjoyable for all users

Parks and Recreation

Budget Detail

	2014 Actual	2015 Actual	2016 Estimate	2017 Proposed
WAGES				
Administration Wages	355,778	345,428	375,132	377,595
General Service Wages	916,277	927,210	978,196	1,140,800
Temporary/Part Time Wages	993,963	1,107,756	1,112,942	1,168,320
Overtime	6,962	6,368	6,206	12,500
Sick/Vac/PH Sellback	1,768	10,409	19,403	14,000
Step-Up	2,343	5,823	2,926	2,000
Uniform/Shoe/Tool Allow	1,500	2,300	3,257	3,500
TOTAL WAGES	2,278,591	2,405,294	2,498,062	2,718,715
BENEFITS				
Pension - PERA	301,540	317,401	320,809	356,577
Health Insurance	351,976	332,806	348,423	412,186
Medicare Tax	30,961	33,372	33,948	37,670
Worker's Compensation	87,639	92,771	97,071	113,006
Uniform Cleaning	10,750	9,962	12,362	11,500
Other Payroll Expense	491	544	540	540
TOTAL BENEFITS	783,357	786,856	813,153	931,479
OPERATING				
Professional Services	1,203	2,158	1,556	2,600
Contract Services	133,549	132,758	176,572	172,950
Electricity	571,079	507,967	514,420	482,964
Street Lights	63,476	62,652	67,029	55,000
Utilities & Energy/Centurylink	2,077	12,620	12,619	10,800
Fleet Fuel	150,506	107,827	91,025	102,825
Fleet Repair	78,566	68,955	115,461	58,362
Repair & Maintenance	54,995	30,765	74,389	63,400
Service Contract	9,365	15,370	452	264
Contracted Services	33,760	22,333	480	480
Rentals	6,865	6,704	6,104	7,970
Licenses, Permits & Fees	2,805	5,328	6,314	9,165
Postage	1,291	2,192	3,332	2,696
Telephones	24,963	17,824	31,661	41,323
Advertising	31,241	16,009	23,563	24,870
Printing & Binding	7,500	16,058	14,391	15,400
Travel	1,418	2,040	1,018	4,350

Parks and Recreation

Budget Detail

	2014	2015	2016	2017
	Actual	Actual	Estimate	Proposed
Training & Education	4,402	4,672	6,806	11,970
Office Supplies	4,375	4,967	5,983	8,150
Operating Supplies	104,020	76,620	119,017	122,095
Repair & Maint Supplies	76,760	109,933	178,018	193,756
Dues & Subscriptions	25,597	21,747	19,323	20,090
Supplies-PCard	-	-	81	-
Cost Of Merchandise	18,473	20,673	10,863	16,700
Cost of Goods-Food Service	-	-	35,635	30,000
Machinery & Equipment <\$2500	20,915	13,314	20,202	28,413
TOTAL OPERATING	1,429,201	1,281,484	1,536,314	1,486,593
CAPITAL OUTLAY				
Machinery & Equipment >\$2500	-	4,899	-	-
Vehicles & Rolling Stock	-	-	9,275	-
TOTAL CAPITAL OUTLAY	-	4,899	9,275	-
TOTAL PARKS & RECREATION	4,491,149	4,478,533	4,856,804	5,136,787

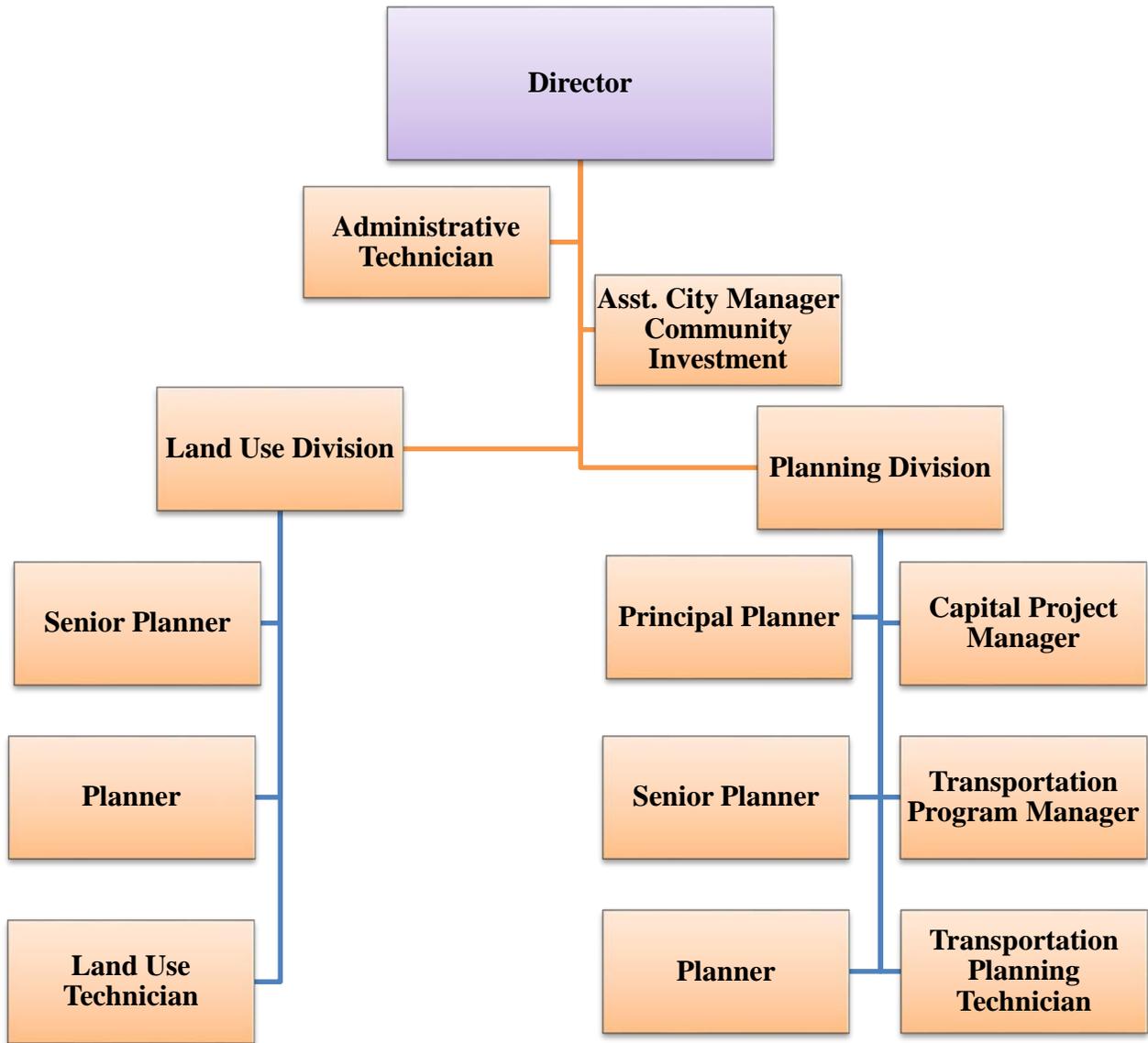
Parks and Recreation

Staffing Detail

Title	2014	2015	2016	2017	2017 Estimated
					Salary Range
Director of Parks	1	1	1	1	99,859 - 122,049
Assistant Director/ Parks and Recreation	1	1	1	1	87,054 - 106,214
Parks Manager	1	1	1	1	66,470 - 81,190
PMP & Contract Manager	1	1	1	0	0 - 0
Parks Supervisor	2	2	2	2	52,111 - 63,627
Ice Arena Manager	1	1	1	1	66,470 - 81,190
Recreation Supervisor	2	2	2	2	52,111 - 63,627
Parks Maintenance Mechanic	3	3	3	3	38,986 - 49,337
Gardener	1	1	1	1	36,246 - 46,045
Parks Senior Mechanic/Welder	1	1	1	1	43,651 - 55,362
Park Caretaker II - Irrigation	4	4	4	4	36,246 - 46,045
Park Caretaker, Senior	1	1	1	2	40,437 - 51,260
Program Coordinator	3	3	3	3	40,437 - 51,260
Administrative Technician	1	1	1	1	35,239 - 47,236
Senior Clerk Typist	0	1	1	1	31,961 - 42,696
Utility Worker/Park Caretaker I	14	14	14	14	31,329 - 40,983
Equipment Operator IV	0	0	0	0.5	39,711 - 50,266
Clerk Typist/Parks & Recreation Technician	1	0	0	0	-
Total	38	38	38	38.5	

Planning and Community Development

Steven Meier
Director of Planning
211 East D St.
Pueblo, CO 81003
(719) 553-2259
smeier@pueblo.us



Planning and Community Development

Mission/Function

The Department of Planning and Community Development’s mission is to preserve and enhance Pueblo’s unique quality of life by administering the City’s Comprehensive Plan and administering land use regulations in a timely and consistent manner; to provide professional technical support to the City’s elected officials in reaching their decisions on land use development proposals, and to lead the way on the design and implementation of community investment capital projects approved by City Council to meet the future needs of the community and to improve neighborhoods.

Objectives

- Prepare the City for managed growth in a sustainable fashion that adds value to the community and ensures that infrastructure is in place for future development
- Prepare and implement quality plans and projects that establish Pueblo as a regional center for people to live and work focusing on downtown, existing neighborhoods, and plans for infill and new developments that create a beautiful city with quality housing choices and infrastructure upgrades in neighborhoods
- Ensure the development code reflects community goals and standards and review processes are timely, consistent, efficient, and predictable
- Provide technical planning and design assistance in the development of special projects as identified by the City Council
- Develop intergovernmental and public-private cooperation in support of achieving the community’s goals
- Keep citizens, elected, and appointed officials fully informed about land use development issues and cases

Significant Adjustments

- The Department has taken on a significant role in the processing of applications for City Business and Temporary Use Licenses. With the implementation of the Tyler system, all business and temporary use licenses are entered into the Tyler system from the Planning Department. The application fees are

New Programs for 2017

- Focus on assisting existing and prospective commercial developers with a streamlined development review process
- Updates to neighborhood plans and strategies to improve the stability and viability of older neighborhoods
- Hire consultants to complete plans utilizing urban transportation funds for improved accessibility to bus stops
- Construction of the Phase IV of the Veteran’s Park at Lake Minnequa restroom, plaza, parking, and lighting improvements
- Planning and design of a dog park at Mineral Palace park
- Work with the Pueblo Conservancy District in planning recreation activities on the newly constructed flood levee
- Assist the Parks and Recreation Department on planning for the remodeled and upgrade of the Tennis Court Facility at City Park
- Work with Pueblo Urban Renewal Authority to implement improvements to the Westside Urban Renewal Area
- Continue implementing the Tyler permitting, land use, and project data system
- Work with the Pueblo Urban Renewal Authority and the Historic Arkansas Riverwalk Authority on the planning, design, and implementation of projects in the Regional Tourism Act area

Planning and Community Development

collected at the Planning Department, and applications are reviewed using the Tyler review process, and either approved or denied. The application documents are scanned into the Tyler system and emailed to all the other reviewing departments via Tyler for their sign offs. This process is followed for all planning and zoning applications, storm water permits, and there is a goal of having the applications processed within a 48 hour period of time.

- The Department is continuing to adjust roles and responsibilities of staff with the Planning and Community Development Director also serving as the Director of Parks and Recreation. Also, the planning staff providing a significant role in the Urban Transportation Planning functions.
- The Department is continuing to administer new applications and renewals of special use permits for marijuana growing, testing and scientific research facilities within the City. City Council approved zoning regulations and fees related to these types of marijuana facilities in June, 2014. The land use staff has spent a significant amount of time undergoing training and establishing procedures for the processing of applications related to marijuana facilities that can be legally operated within the City. The department staffing time has been adjusted to handle the daily inquiries, applications and the annual permitting of the marijuana facilities which affects the amount of time that is allocated to the other land use activities.

Planning and Community Development

Budget Detail

	2014 Actual	2015 Actual	2016 Estimate	2017 Proposed
WAGES				
Board Member Wages	4,600	4,050	4,925	6,600
Administration Wages	100,830	111,471	122,108	173,890
General Service Wages	266,275	265,102	236,928	296,773
Temporary/Part Time Wages	2,754	15,030	16,938	22,200
Overtime	-	120	-	-
Sick/Vac/PH Sellback	1,461	2,457	2,822	6,586
TOTAL WAGES	375,919	398,230	383,721	506,049
BENEFITS				
Pension - PERA	49,658	53,379	50,607	66,558
Health Insurance	81,622	83,093	71,483	89,559
Medicare Tax	5,240	5,551	5,350	7,088
Worker's Compensation	1,190	1,324	1,215	1,619
Other Payroll Expense	149	162	171	203
TOTAL BENEFITS	137,860	143,509	128,826	165,027
OPERATING				
Professional Services	-	98	102	1,000
Contract Services	129,198	134,877	128,340	147,750
Electricity	261	-	-	-
Utilities & Energy/Centurylink	94	393	218	500
Fleet Fuel	467	511	625	2,000
Fleet Repair	1,095	86	1,752	600
Repair & Maintenance	-	445	100	550
Rentals	8,659	6,804	9,560	12,000
Postage	550	763	874	5,000
Telephones	6,152	5,725	9,561	9,184
Advertising	1,603	1,526	2,101	3,200
Printing & Binding	100	119	64	362
Travel	2,072	608	2,042	1,850
Training & Education	495	125	1,538	6,400
Office Supplies	1,139	1,096	1,219	1,600
Operating Supplies	4,018	3,846	3,140	4,500
Dues & Subscriptions	4,562	1,216	990	2,500
Computer Equipment <\$2500	-	1,351	-	-

Planning and Community Development

Budget Detail

	2014 Actual	2015 Actual	2016 Estimate	2017 Proposed
Machinery & Equipment <\$2500	-	60	-	-
TOTAL OPERATING	160,465	159,646	162,226	198,996
CAPITAL OUTLAY				
Computer Equipment >\$2500	1,694	-	-	-
TOTAL CAPITAL OUTLAY	1,694	-	-	-
TOTAL PLANNING & DEVELOPMENT	675,938	701,385	674,773	870,072

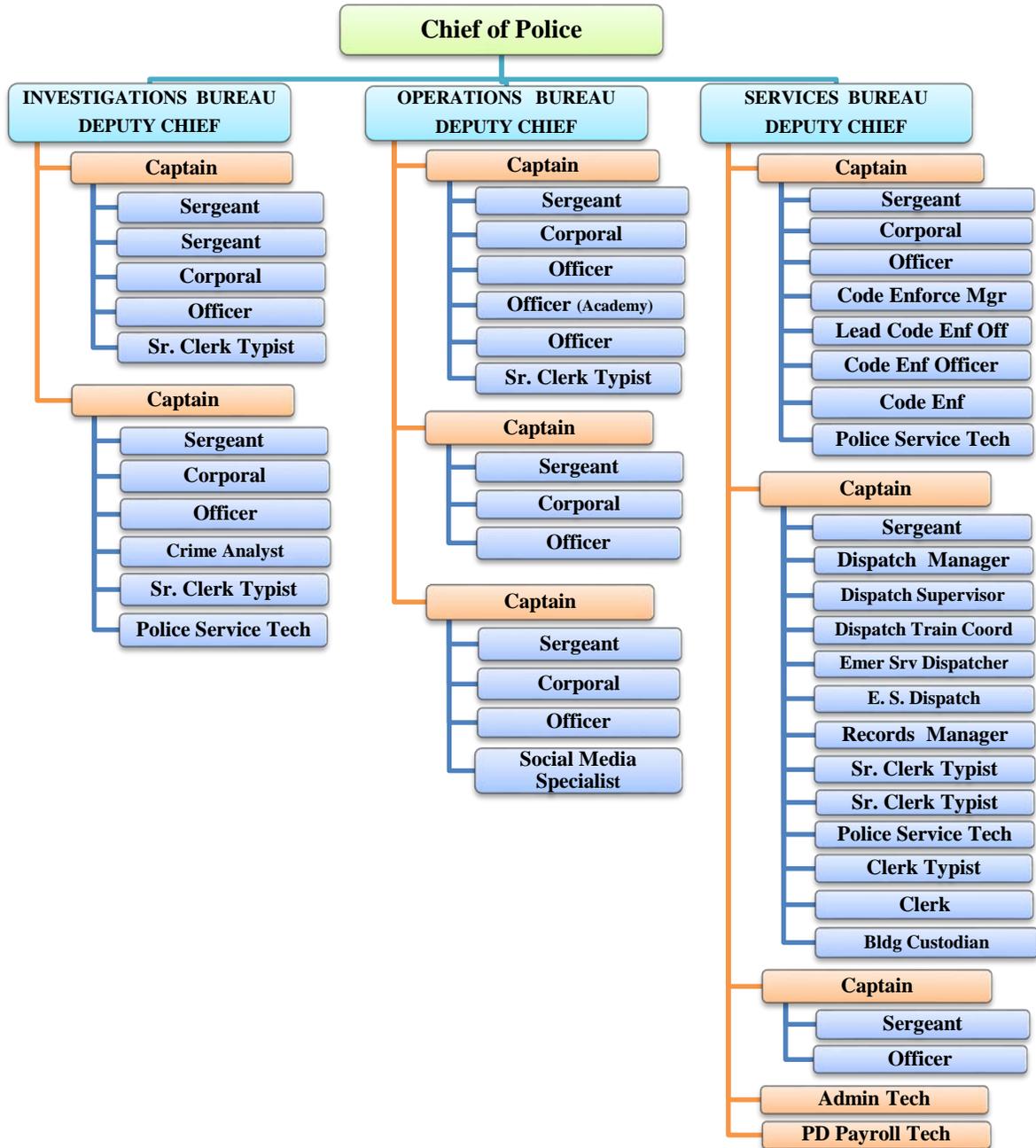
Staffing Detail

Title	2014	2015	2016	2017	2017 Estimated
					Salary Range
Director of Planning & Community Development	1	1	1	1	97,448 - 119,114
Assistant City Manager/Community Investment	1	1	1	1	78,392 - 100,959
Principal Planner	1	1	1	1	66,470 - 81,190
Transportation Program Manager	0	0	1	1	66,470 - 81,190
Capital Projects Manager	0	1	1	1	66,470 - 81,190
Senior Planner	2	3	3	3	53,263 - 67,682
Planner	4	3	3	3	45,517 - 57,751
Land Use Technician	1	1	1	1	35,727 - 46,367
Transportation Planning Technician	0	0	1	1	35,727 - 46,367
Administrative Technician	1	1	1	1	35,239 - 47,236
Landscape Architect	1	0	0	0	-
Total	12	12	14	14	

Police



Luis Velez
 Chief of Police
 200 South Main St.
 Pueblo, CO 81003
 (719) 553-2420
 lvelez@pueblo.us



Police

Mission/Function

The Police Department is responsible for the preservation of public peace, prevention of crime, apprehension of criminals, protection of the rights of persons and property, and the enforcement of the laws of the State and the Ordinances of the City, as provided by the Pueblo City Charter, including all rules and regulations made in accordance therewith, and such other functions as the City Council and City Manager may prescribe for public safety.

Objectives

- Provide a high quality, well-prepared workforce to carry out the mission of the department in an effective and efficient manner
- Establish and maintain a positive relationship with the people we serve to enhance the quality of life for everyone in the community
- Protect lives and property
- Identify and apprehend criminals
- Maintain order in the community
- Professional delivery of services
- Maximize resource acquisition and utilize resources effectively and efficiently

New Programs for 2017

- Applying for a DOJ Grant for the purchase of Shotspotter camera/software
- Applying for a COPS Grant to fund our seven unfunded police officer positions
- Work in conjunction with the Human Relations Commission to optimize Police/Community relations
- Utilize community members to sit on promotional boards to provide their insights
- Continue DDACT (Date-Driven Approaches to Crime & Traffic Safety) enforcement with rotating focal areas
- Increase the usage of the Police department's social media capabilities
- Continue to implement new black & white design for marked patrol vehicles
- Continue to host an annual Citizens Academy and Explorer Academy

Significant Adjustments

- The vacant Deputy Chief position will not be filled. Organizational adjustments were made and the Investigations Bureau personnel were moved under the Service Bureau
- The Pueblo Police Department was re-accredited by the CACP for a 3rd 5-year term for 2016-2021
- The results of the December 2016 CALEA Accreditation review will be voted on at the March 2017 CALEA meeting. It is anticipated that the Pueblo Police Department will be awarded CALEA Accreditation
- The Pueblo Police Department completed their 2016-2020 Strategic Plan
- In 2016, City Council refunded 7 of 14 unfunded Police Officer Positions
- In mid-2016 a new Social Media Specialist was approved by the City Manager. Reaping the full benefits of this new position should begin in 2017

Police

Budget Detail

	2014 Actual	2015 Actual	2016 Estimate	2017 Proposed
WAGES				
Administration Wages	1,330,028	1,327,643	1,394,240	1,433,921
Police Service Wages	11,967,592	11,942,766	12,675,718	12,798,068
General Service Wages	1,887,450	1,960,418	2,086,113	2,472,332
Temporary/Part Time Wages	213,924	224,110	255,437	413,175
Overtime	976,501	1,131,709	1,139,308	783,000
Educational Incentive	66,000	66,200	62,600	65,000
Sick/Vac/PH Sellback	296,422	277,165	225,115	216,500
Step-Up	67,064	66,311	55,405	47,000
Uniform/Shoe/Tool Allow	85,580	85,191	89,754	90,900
Police Extra Duty	2,878	109,962	65,993	65,000
Task Force Overtime	106,365	102,975	122,259	135,000
TOTAL WAGES	16,999,803	17,294,451	18,171,942	18,519,896
BENEFITS				
Pension - PERA	338,364	346,774	364,491	425,704
Pension - Police	2,681,288	2,197,743	2,253,904	2,709,542
Health Insurance	3,465,884	3,562,730	4,052,305	4,159,774
Medicare Tax	223,996	228,092	239,544	251,990
Worker's Compensation	622,082	626,340	641,927	622,980
Uniform Repair/Replace	1,818	1,080	2,542	-
Other Payroll Expense	5,935	5,142	5,181	4,905
TOTAL BENEFITS	7,339,366	6,967,901	7,559,894	8,174,895
OPERATING				
Professional Services	91,123	194,013	193,286	158,000
Contract Services	255,216	308,270	263,171	245,415
Electricity	326,948	329,515	383,102	350,000
Trash Removal	-	-	-	1,000
Utilities & Energy/Centurylink	6,388	38,619	48,169	40,000
Fleet Fuel	486,649	354,920	268,562	313,000
Fleet Repair	336,382	359,050	351,183	326,500
Repair & Maintenance	13,377	366	16	12,000
Rentals	49,337	51,751	41,807	50,000
Postage	30,628	36,196	31,896	15,000
Telephones	198,189	153,705	207,101	239,652
Advertising	-	-	189	-

Police

Budget Detail

	2014	2015	2016	2017
	Actual	Actual	Estimate	Proposed
Printing & Binding	2,325	1,338	2,673	5,000
Travel	33,080	38,799	29,871	30,500
Training & Education	16,755	24,348	20,418	25,000
Police Academy Training	7,315	3,565	3,180	3,500
Office Supplies	10,907	3,169	12,271	11,500
Operating Supplies	90,163	56,687	194,165	56,910
Repair & Maint Supplies	3,868	2,580	8,472	5,000
Ammunition	19,599	24,216	29,320	40,000
Dues & Subscriptions	8,798	4,900	7,191	4,710
Supplies-PCard	-	-	158	-
Computer Equipment <\$2500	-	853	-	12,331
Machinery & Equipment <\$2500	51,462	3,814	90,306	85,000
TOTAL OPERATING	2,038,508	1,990,673	2,186,507	2,030,018
CAPITAL OUTLAY				
Computer Equipment >\$2500	83,140	-	6,420	-
Machinery & Equipment >\$2500	-	2,669	-	-
Vehicles & Rolling Stock	17,450	-	-	-
TOTAL CAPITAL OUTLAY	100,590	2,669	6,420	-
CAPITAL MAINTENANCE				
Project R&M Buildings	4,592	63	-	-
TOTAL CAPITAL MAINTENANCE	4,592	63	-	-
TOTAL POLICE DEPARTMENT	26,482,858	26,255,757	27,924,763	28,724,809

Police

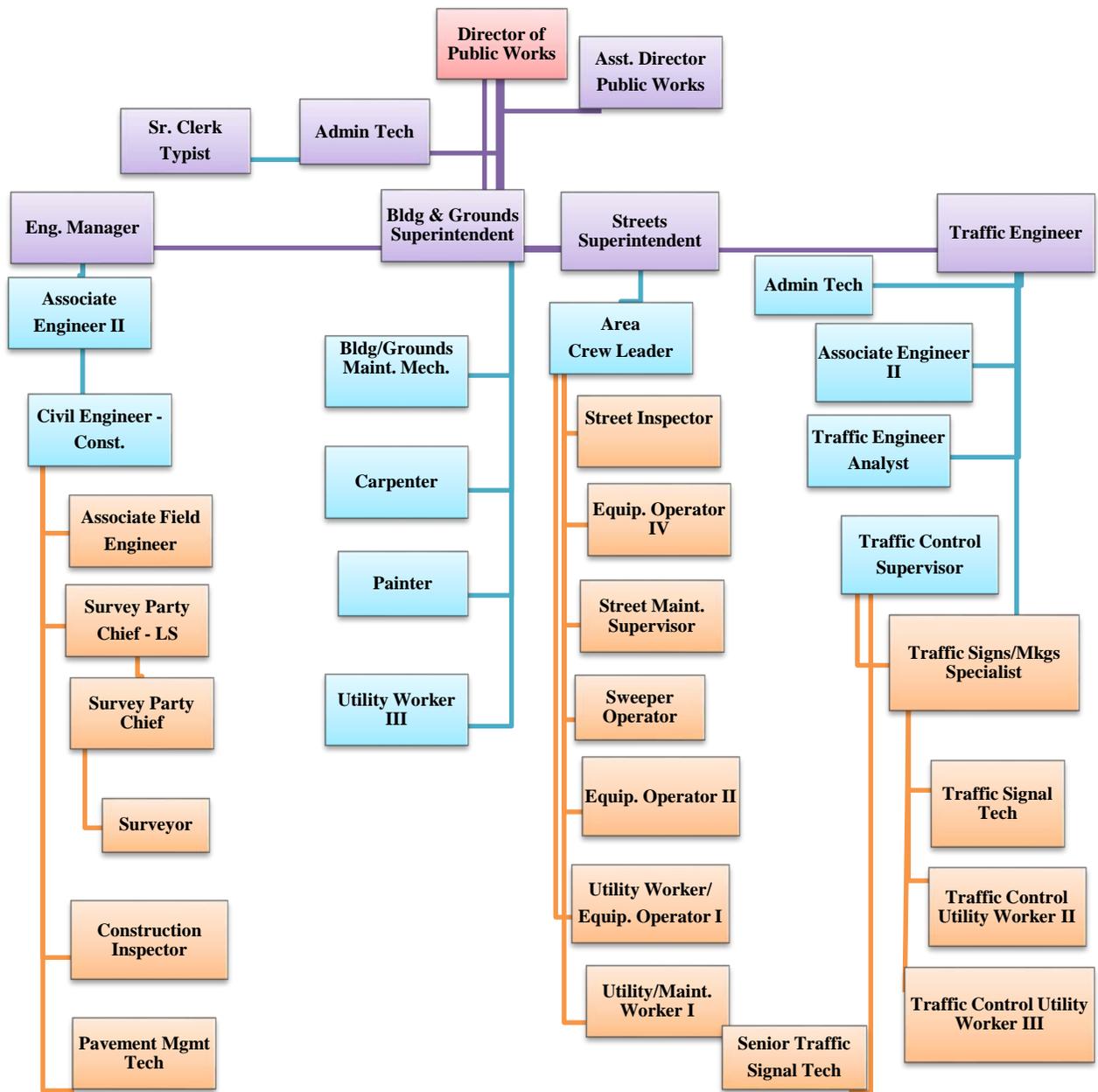
Staffing Detail

Title	2014	2015	2016	2017	2017 Estimated	
					Salary Range	
Police Chief	1	1	1	1	112,643	- 139,077
Police Deputy Chief	3	3	3	3	88,458	- 108,326
Police Captain	8	8	8	8	76,441	- 93,625
Dispatch Manager	1	1	1	1	59,345	- 82,637
Police Records Manager	1	1	1	1	52,457	- 64,067
Code Enforcement Manager	1	1	1	1	66,470	81,190
Crime Analyst	1	1	1	1	48,421	- 59,511
Social Media Specialist	0	0	0	1	46,363	62,988
Police Sergeant	25	25	25	25	81,864	- 85,534
Police Corporal	55	55	55	55	71,094	- 73,243
Police Patrol Officer	115	115	115	115	43,489	- 70,034
Emergency Services Dispatcher Supervisor	3	3	3	3	47,990	- 62,613
Emergency Services Dispatcher	24	24	24	24	37,325	- 50,168
Dispatch Training Coordinator	0	1	1	1	40,925	- 53,768
Administrative Technician	2	2	2	2	35,239	- 47,236
Police Payroll Technician	1	1	1	1	35,239	- 47,236
Senior Clerk Typist	7	7	7	7	31,961	- 42,696
Clerk Typist/Police Services Technician	15	1	2	2	28,608	- 39,303
Clerk Typist/Investigations Technician	0	1	1	1	28,608	- 40,879
Clerk Typist/Police Records Technician	0	11	11	11	28,608	- 40,879
Clerk Typist/Property and Evidence Technician	0	2	2	2	28,608	- 40,879
Building Custodian	1	1	1	1	24,470	- 32,702
Lead Code Enforcement Officer	0	1	1	1	39,830	- 50,466
Code Enforcement Officer	0	6	6	6	35,861	- 45,356
Zoning Enforcement Officer	2	0	0	0		-
Police Support Technician I	4	0	0	0		-
Police Support Technician II	1	0	0	0		-
Total	271	272	273	274		

Public Works, Bureau of



Earl Wilkinson, P.E.
 Director of Public Works
 111 E. D St.
 Pueblo, CO 81003
 (719) 553-2744
 ewilkinson@pueblo.us



Public Works, Bureau of

Mission/Function

Our mission is to enhance the quality of life for the Pueblo Community by providing safe, compliant, and efficient public infrastructure solutions.

Objectives

- Protect the building envelope on all City buildings
- Provide a safe, accessible environment for the public and City employees
- Ensure the City's storm sewer system meets the demands placed on it by current and future development
- Provide a safe and efficient transportation system that allows for the convenient movement of people and goods
- Plan for and consider the needs of all road users within the existing transportation system and in new developments including safety, intersection design, and roadway width
- Improve the pedestrian and bicycle transportation system to support a continuous, safe, and desirable walking and biking environment
- Continue to assist with environmental clean-ups and work to improve the solid waste collection system in the City
- Provide better public information for construction projects and traffic modifications

Significant Adjustments

- Improve pavement criteria manual to address expansive soil issues
- Develop a manned site for the public to drop off specific recyclable items
- Hire a consultant to develop a pre-scoping report to develop option for replacing or rehabilitating the Union Avenue Bridge
- Use new app to collect data within the right-of-way to create dynamic self-evaluation plans

Public Works, Bureau of

Budget Detail

	2014 Actual	2015 Actual	2016 Estimate	2017 Proposed
WAGES				
Administration Wages	655,001	574,730	614,160	730,009
General Service Wages	2,278,435	2,268,932	2,264,016	2,612,003
Temporary/Part Time Wages	144,345	150,287	112,313	137,894
Overtime	51,112	59,734	19,862	29,000
Sick/Vac/PH Sellback	12,184	16,774	32,317	10,416
Step-Up	2,599	5,949	4,861	4,300
Uniform/Shoe/Tool Allow	3,225	4,200	7,200	5,200
Incentive Awards	-	122	-	-
TOTAL WAGES	3,146,902	3,080,726	3,054,729	3,528,822
BENEFITS				
Pension - PERA	408,954	399,863	391,096	459,628
Health Insurance	641,356	636,606	662,933	829,462
Uniform Expense	-	107	56	-
Medicare Tax	42,480	41,532	40,987	47,792
Worker's Compensation	146,891	140,165	138,725	158,997
Tuition Reimbursement	432	-	-	-
Uniform Cleaning	24,556	23,585	27,651	24,576
Other Payroll Expense	1,245	1,099	989	1,035
TOTAL BENEFITS	1,265,915	1,242,958	1,262,437	1,521,490
OPERATING				
Professional Services	260,767	249,774	260,183	253,200
Contract Services	198,137	234,175	223,184	272,021
Electricity	179,262	118,806	126,521	121,300
Street Lights	1,833,539	1,222,280	901,260	940,000
Utilities & Energy/Centurylink	38	286	259	555
Fleet Fuel	160,682	106,946	85,920	115,500
Fleet Repair	215,934	192,162	224,825	215,000
Repair & Maintenance	1,594	309	4,695	14,850
Service Contract	39,027	40,257	32,380	65,750
Contracted Services	-	-	-	1,500
Other Repairs	9,766	-	-	-
Other Repairs - Bldg Permits	-	170	-	400
Roof Repairs	4,295	5,825	7,286	5,000
Rentals	11,396	5,965	6,037	7,250

Public Works, Bureau of

Budget Detail

	2014	2015	2016	2017
	Actual	Actual	Estimate	Proposed
Licenses, Permits & Fees	5,630	2,231	2,979	3,100
Postage	784	1,022	1,280	700
Telephones	30,198	30,378	47,741	36,149
Advertising	622	3,804	5,816	3,450
Printing & Binding	46	445	62	700
Travel	1,792	843	1,753	2,500
Training & Education	3,558	1,806	2,606	8,250
Office Supplies	15,400	14,551	13,224	11,500
Operating Supplies	53,336	51,120	73,157	66,060
Repair & Maint Supplies	175,654	142,317	250,352	200,750
Dues & Subscriptions	4,916	2,280	2,748	2,560
Supplies-PCard	-	-	1,507	-
Computer Equipment <\$2500	2,372	11,312	596	1,000
Machinery & Equipment <\$2500	4,522	9,595	36,092	4,200
TOTAL OPERATING	3,213,267	2,448,656	2,312,463	2,353,245
CAPITAL OUTLAY				
Computer Equipment >\$2500	-	8,550	-	-
Machinery & Equipment >\$2500	1,812	-	20,718	-
Vehicles & Rolling Stock	-	4,094	245,711	-
Land Improvements	-	-	0	-
TOTAL CAPITAL OUTLAY	1,812	12,644	266,429	-
TOTAL PUBLIC WORKS	7,627,896	6,784,984	6,896,058	7,403,557

Public Works, Bureau of

Staffing Detail

Engineering

Title	2014	2015	2016	2017	2017 Estimated	
					Salary Range	
Director of Public Works	1	1	1	1	112,643	- 137,671
Assistant Director/Public Works	1	1	1	1	95,908	- 117,040
Engineering Manager	1	1	1	1	89,846	- 109,844
Civil Engineer/Construction	1	1	1	1	74,749	- 91,354
Associate Engineer II	2	2	2	2	46,125	- 59,363
Associate Field Engineer	2	2	2	2	45,517	- 57,751
Survey Party Chief-LS	1	1	1	1	49,087	- 61,477
Survey Party Chief	1	1	1	1	43,651	- 55,362
Construction Inspector	2	2	2	2	42,333	- 53,649
Surveyor	2	2	2	2	36,587	- 46,274
Administrative Technician	1	1	1	1	35,239	- 47,236
Senior Clerk Typist	1	1	1	1	31,961	- 42,696
Pavement Management Technician	0	1	1	1	44,762	- 56,774
Total	16	17	17	17		

Public Buildings

Title	2014	2015	2016	2017	2017 Estimated	
					Salary Range	
Bldg/Grounds Superintendent	1	1	1	1	66,470	- 81,190
Carpenter	2	2	2	2	43,651	- 55,362
Bldg/Grounds Maintenance Mechanic	2	2	2	2	43,651	- 55,362
Painter	2	2	2	2	43,651	- 55,362
Utility Worker III	2	2	2	2	42,333	- 53,649
Total	9	9	9	9		

Street Cleaning

Title	2014	2015	2016	2017	2017 Estimated	
					Salary Range	
Sweeper Operator	4	4	4	4	37,846	- 47,895
Equipment Operator II	2	2	2	2	34,380	- 43,462
Total	6	6	6	6		

Streets Division

Title	2014	2015	2016	2017	2017 Estimated	
					Salary Range	
Streets Superintendent	1	1	1	1	82,290	- 100,592
Street Maintenance Supervisor	1	1	1	1	58,144	- 71,026
Street Inspector	2	2	2	2	42,333	- 53,649
Area Crew Leader	2	2	2	2	44,762	- 56,774
Equipment Operator IV	6	6	6	6	39,710	- 50,266

Public Works, Bureau of Staffing Detail

Equipment Operator II	4	4	4	4	34,380 -	43,462
Utility Worker/Equipment Operator I	11	11	11	11	31,329 -	40,983
Utility & Maintenance Worker I	1	1	1	1	38,986 -	49,337
Pavement Management Technician	1	0	0	0		-
Total	29	28	28	28		

Traffic Control

Title	2014	2015	2016	2017	2017 Estimated	
					Salary Range	
Traffic Control Supervisor	1	1	1	1	58,144 -	71,026
Senior Traffic Signal Technician	2	2	2	2	43,651 -	55,362
Traffic Signal Technician	3	3	3	3	40,437 -	51,260
Traffic Signs & Marking Specialist	2	2	2	2	40,437 -	51,260
Traffic Control Utility Worker III	1	1	1	1	40,437 -	51,260
Traffic Control Utility Worker II	2	2	2	2	34,380 -	43,462
Total	11	11	11	11		

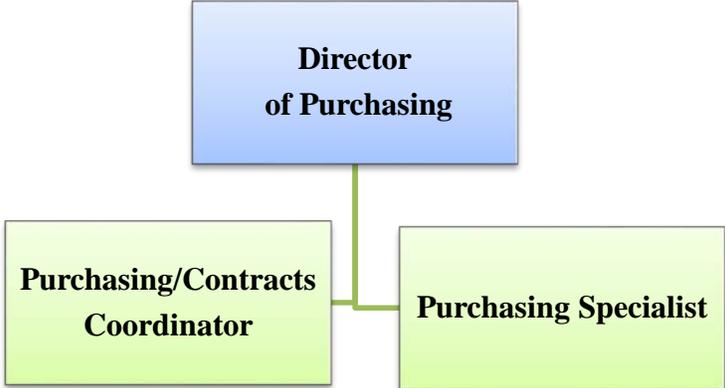
Transportation

Title	2014	2015	2016	2017	2017 Estimated	
					Salary Range	
Traffic Engineer	1	1	1	1	74,749 -	91,354
Traffic Engineer Analyst	1	1	1	1	42,333 -	53,649
Administrative Technician	0	1	1	1	35,239 -	47,236
Senior Clerk Typist	1	0	0	0		-
Total	3	3	3	3		

Department Total	74	74	74	74		
-------------------------	-----------	-----------	-----------	-----------	--	--

Purchasing

Naomi Hedden
Director
230 S. Mechanic St.
Pueblo, CO 81003
(719) 553-2343
nchedden@pueblo.us



Purchasing

Mission/Function

The Purchasing Department exists to provide city departments and outside agencies with a central location for purchasing and contracting for goods, equipment, and services while encouraging an atmosphere of fairness, honesty and integrity in dealing with customers, suppliers and staff. Our main goal is to provide competitive pricing, reputable sources, general problem solving services for our customers, and to spend City taxpayer money wisely so that maximum value is obtained for its limited financial resources. All activities undertaken will adhere to the guiding principles of procurement: customer focus, ethical conduct, accountability, service excellence, and ongoing process improvement.

Objectives

- **Accountability:** Taking ownership and being accountable to all internal and external customers for our actions. We strive to ensure that Pueblo taxpayers receive the maximum value for all expenditures and that each expenditure is conducted in a manner that preserves the public trust
- **Transparency:** Easily accessible and understandable processes and policies. We endeavor to conduct all purchases in accordance with uniform rules and principles of public procurement and to adhere to Federal, State and local regulations
- **Integrity:** Doing the right thing at the right time. We will continue to provide the timely delivery of quality products and services at competitive prices to all customers
- **Impartiality:** Unbiased decision making and actions. We make every effort to encourage competitive bidding on the basis of opportunity and fair treatment to all vendors
- **Professionalism:** Upholding high technical and ethical standards. It is our priority to maintain a professional procurement system which is adaptable and responsive to changing needs and conditions within the City and marketplace
- **Service:** Maintain our obligation to our internal and external customers with a customer-service focus while meeting the needs and protecting the interests of the organization and the public. We will continue to uphold the spirit of collaboration and partnership with all other Purchasing Cooperative Agencies

Purchasing

Budget Detail

	2014 Actual	2015 Actual	2016 Estimate	2017 Proposed
WAGES				
Administration Wages	94,530	95,469	95,469	97,367
General Service Wages	54,774	76,672	90,042	94,696
Temporary/Part Time Wages	55,899	44,055	36,594	55,640
Step-Up	315	991	-	-
TOTAL WAGES	205,518	217,187	222,105	247,703
BENEFITS				
Pension - PERA	27,918	28,743	28,420	31,927
Health Insurance	17,014	36,598	50,676	50,676
Medicare Tax	2,956	3,007	2,918	3,344
Worker's Compensation	1,877	1,927	1,942	2,049
Other Payroll Expense	-	45	45	45
TOTAL BENEFITS	49,766	70,320	84,001	88,041
OPERATING				
Contract Services	20,981	12,249	19,401	3,000
Electricity	8,780	8,980	9,603	9,000
Utilities & Energy/Centurylink	7	30	52	60
Fleet Fuel	1,526	1,386	1,039	1,000
Fleet Repair	356	1,527	4,601	3,000
Repair & Maintenance	-	-	-	200
Service Contract	2,907	-	-	3,000
Rentals	7,629	5,598	6,967	6,700
Inventory Over/Short	(83)	2,054	-	200
Postage	10	33	57	60
Telephones	4,763	3,962	6,398	6,500
Advertising	-	47	-	-
Travel	596	373	1,053	1,000
Training & Education	-	179	180	2,000
Office Supplies	3,346	1,324	1,014	1,500
Operating Supplies	1,194	1,084	336	2,000
Dues & Subscriptions	1,114	681	480	800
Supplies-PCard	-	-	142	-
Non-Exp Reimbursement	1	-	-	-
Computer Equipment <\$2500	-	348	-	-

Purchasing

Budget Detail

	2014 Actual	2015 Actual	2016 Estimate	2017 Proposed
Machinery & Equipment <\$2500	160	800	-	-
TOTAL OPERATING	53,288	40,653	51,323	40,020
CAPITAL OUTLAY				
Machinery & Equipment >\$2500	-	-	224	-
TOTAL CAPITAL OUTLAY	-	-	224	-
TOTAL PURCHASING	308,572	328,161	357,653	375,764

Staffing Detail

Title	2014	2015	2016	2017	2017 Estimated
					Salary Range
Director of Purchasing	1	1	1	1	85,632 - 104,681
Purchasing/Contract Coordinator	1	1	1	1	45,517 - 57,751
Purchasing Specialist	1	1	1	1	35,239 - 47,236
Total	3	3	3	3	

Non-Departmental - Operational Charges

Mission/Function

- Budget and account for operational charges which do not belong to any one particular department such as retirement payouts and any necessary contingencies.

Objective

- Identify Non-Departmental costs according to the use of those funds

Significant Adjustments

- A new lease payment for tasers and body-worn cameras for the Police Department, as well as unlimited storage for the recordings was added for 2016

Budget Detail

	2014 Actual	2015 Actual	2016 Estimate	2017 Proposed
WAGES				
Terminal Pay	466,531	568,052	529,405	480,000
PERA Replacement Benefit	(69)	181	-	-
TOTAL WAGES	466,461	568,233	529,405	480,000
BENEFITS				
Health Insurance	18,617	32,910	12,399	41,000
TOTAL BENEFITS	18,617	32,910	12,399	41,000
OPERATING				
Professional Services	65,000	130,000	85,000	105,000
Bank Charges	30,630	39,814	36,000	29,500
TOTAL OPERATING	95,630	169,814	121,000	134,500
OUTSIDE AGENCIES				
PACOG	71,685	63,802	63,802	63,782
Colorado Muni League Dues	-	53,478	55,081	58,489
Latino Cham Of Comm Dues	9,000	8,000	8,000	11,000
Airport Advisory Comm	-	10,000	10,000	-
TOTAL OUTSIDE AGENCIES	80,685	135,280	136,883	133,271
CONTINGENCIES				
Council Contingencies	78,606	11,250	16,250	28,000
TOTAL CONTINGENCIES	78,606	11,250	16,250	28,000
DEBT PAYMENTS				
Bond Interest Payment	26,203	24,759	23,205	21,539
Lease Principal Payment	53,243	231,571	280,835	259,305
TOTAL DEBT PAYMENTS	79,446	256,330	304,040	280,844
TOTAL OPERATIONAL CHARGES	819,446	1,173,816	1,119,977	1,097,615

Non-Departmental - Contractual Payments

Mission/Function

- Budget for payments provided to various entities under contractual agreements with the City. These agreements are generally for the provision of various services to the citizens of Pueblo.

Objective

- Account for and monitor all contractual and quasi-contractual obligations of the City of Pueblo which are not specific to any department of the City

Budget Detail

	2014	2015	2016	2017
	Actual	Actual	Estimate	Proposed
OUTSIDE AGENCIES				
Chamber Of Commerce	350,000	353,000	375,000	400,000
State Fair	100,000	125,000	125,000	125,000
HARP Maintenance	218,750	218,750	218,750	229,688
Aircraft Museum	17,100	15,000	15,000	15,000
Mountain Park Environment	152,000	145,000	145,000	160,500
Human Relations Commission	18,383	16,000	16,000	51,000
Pueblo Zoo - Operations	544,635	544,635	544,635	544,635
Pueblo Zoo - Capital	-	-	-	100,000
SRDA Allocation-Sr Rec	36,997	35,147	46,863	46,863
Pikes Peak Humane Society	789,640	861,640	925,863	990,086
YMCA	50,000	50,000	50,000	50,000
District Attorney	-	-	-	45,000
TOTAL OUTSIDE AGENCIES	2,277,505	2,364,172	2,462,111	2,757,772
TOTAL CONTRACTUAL PAYMENTS	2,277,505	2,364,172	2,462,111	2,757,772

Non-Departmental - Health and Welfare

Mission/Function

- Budget for contributions to the City/County Health Department for the health and welfare services provided to the citizens of the City.

Objective

- Account for and monitor all contributions made to the City/County Health Department

Budget Detail

	2014	2015	2016	2017
	Actual	Actual	Estimate	Proposed
OUTSIDE AGENCIES				
City-County Health Dept	719,483	719,483	719,483	719,483
TOTAL OUTSIDE AGENCIES	719,483	719,483	719,483	719,483
TOTAL HEALTH AND WELFARE	719,483	719,483	719,483	719,483

Non-Departmental - Contributions and Donations

Mission/Function

Account for contributions made to various civic and non-profit organizations within the City.

Objective

- Identify all contributions from the City of Pueblo to various civic and non-profit organizations within the City

Significant Adjustment

- Funding has been added for assistance to qualifying citizens for the payment of liens against real property for code enforcement violations

Budget Detail

	2014	2015	2016	2017
	Actual	Actual	Estimate	Proposed
OUTSIDE AGENCIES				
Fountain Creek Watershed Dist	-	-	-	26,272
Nature Center	19,000	17,000	17,000	17,000
Little Britches Rodeo	8,550	8,000	-	-
Latino Chamber Marketing	-	-	25,000	25,000
Downtown Association	-	-	-	10,000
City Center Partnership	18,000	15,000	10,000	-
Abatement Assistance	-	-	50,000	25,000
Nonprofits Pymt To County	632,468	600,000	600,000	600,000
Sister Cities Commission	-	4,000	4,000	4,000
TOTAL OUTSIDE AGENCIES	678,018	644,000	706,000	707,272
TOTAL CONTRIBUTIONS AND DONATIONS	678,018	644,000	706,000	707,272

Transfers to Other Funds

Mission/Function

To budget for transfers from the General Fund to other funds of the City for the purpose of subsidizing or providing capital to the operations or activities of those other funds.

Objectives

- Subsidize the operations of City enterprise funds when necessary
- Provide sufficient funding to pay the City's debt service commitments
- Pay the Self-Insurance Fund for the General Fund share of insurance costs

Budget Detail

	2014	2015	2016	2017
	Actual	Actual	Estimate	Proposed
TRANSFERS OUT				
HOME Grant	32,324	102,562	102,567	119,588
Planning Grants	-	271,803	5,000	-
Police Grants	190,000	-	-	132,930
Transportation Grants	7,825	-	-	-
Capital Leases	3,190,950	3,654,919	3,617,136	3,884,631
Capital Improvement Fund	375,000	575,000	815,376	925,000
Honor Farm Enterprise	56,513	42,812	71,168	89,230
Memorial Hall	100,000	186,584	200,000	336,586
Parking Facilities	548,429	531,604	531,604	493,354
Memorial Airport	951,751	1,033,445	1,611,812	1,338,466
Pueblo Transit	1,829,004	1,784,466	1,975,885	2,194,933
Self-Insurance Fund	869,689	1,950,000	1,232,000	1,232,000
TOTAL TRANSFERS OUT	8,151,485	10,133,195	10,162,548	10,746,718
TOTAL TRANSFERS OUT	8,151,485	10,133,195	10,162,548	10,746,718

Debt Service

Mission/Function

Provide funding for the payment of principal, interest, and fees on bonds and lease purchase agreements.

Objectives

- Maintain the City's credit quality through timely payment of debt service obligations
- Maximize cash flow for capital projects through careful utilization of debt service funding

Budget Summary

		2014	2015	2016	2017
		Actual	Actual	Estimate	Proposed
Revenue					
301	Capital Leases	1,303,178	1,746,396	1,893,204	1,853,147
302	HARP Bonds	976,375	976,425	976,988	-
303	Police Building COPS	1,639,216	1,621,591	1,643,082	2,730,706
Total Revenue		3,918,769	4,344,412	4,513,274	4,583,853
Expenditure					
301	Capital Leases	1,303,178	1,746,396	1,893,204	1,853,147
302	HARP Bonds	976,225	976,425	976,988	-
303	Police Building COPS	1,639,216	1,621,591	1,643,082	2,730,706
Total Expenditure		3,918,619	4,344,412	4,513,274	4,583,853

Elmwood Golf Course

Mission/Function

Provide and maintain a high quality 27-hole municipal golf course, driving range, and clubhouse for the recreational enjoyment of the general public.

Objectives

- Operate and provide year-round maintenance for the golf course and its related amenities
- Cooperate with public and private agencies in coordinating leagues, programs, activities and tournaments
- Continue to build and promote Junior Golf in Pueblo

Programs for 2017

- Develop an annual Tree Maintenance program
- Continue clover and broadleaf control in fairways and tees
- Develop new couples events and tournaments to increase rounds

Significant Adjustments

- The amount of \$174,389 has been included as a transfer to Walking Stick Golf Course to balance its operating budget expenditures
- A new patio will be available for patrons of the restaurant and golf course
- Continue to refurbish cart paths as funds become available
- HVAC renovation planned for the restaurant and club house



Elmwood Golf Course

Budget Detail

	2014 Actual	2015 Actual	2016 Estimate	2017 Proposed
CHARGES FOR SERVICES				
Daily Green Fees	(368,686)	(286,590)	(276,522)	(334,000)
Annual Green Fees	(65,529)	(67,347)	(76,917)	(77,000)
Trail Fees	(400,637)	(491,979)	(488,350)	(441,500)
Annual Cart Permits	(3,370)	(2,275)	(1,300)	(2,600)
Cart Rentals	(280,183)	(308,457)	(311,031)	(236,000)
Concessions	(41,438)	(43,196)	(44,413)	(30,000)
Driving Range	(59,173)	(60,990)	(57,881)	(69,539)
Tournaments-Green Fees	(17,520)	(17,856)	(19,872)	(26,000)
Tournaments-Trail Fees	(19,710)	(20,088)	(22,356)	(20,500)
Other Sales	(5)	(5)	-	-
Cash Over / (Short)	(1)	-	-	-
Miscellaneous Revenue	-	(12)	-	-
TOTAL CHARGES FOR SERVICES	(1,256,252)	(1,298,796)	(1,298,642)	(1,237,139)
WAGES				
Temporary/Part Time Wages	26,303	27,856	28,924	31,394
TOTAL WAGES	26,303	27,856	28,924	31,394
BENEFITS				
Pension - PERA	3,604	3,816	3,963	4,301
Medicare Tax	381	404	419	455
Worker's Compensation	587	621	645	100
TOTAL BENEFITS	4,571	4,841	5,027	4,856
OPERATING				
Professional Services	3,020	2,937	3,246	3,500
Management Fees	90,767	95,354	96,139	91,000
Contract Services	265,060	270,180	272,882	278,000
Administrative Services	83,144	85,472	85,472	86,327
Electricity	101,889	100,878	101,887	100,000
Sewer	36,815	24,381	24,625	42,000
Repair & Maintenance	11,041	8,463	8,548	11,000
Irrigation Equipment	5,198	4,900	10,004	7,000
Fert/Seed/Pest/Topsoil	58,885	39,101	39,492	70,000
Golf Carts	1,001	33	959	2,500

Elmwood Golf Course

Budget Detail

	2014 Actual	2015 Actual	2016 Estimate	2017 Proposed
Tree Maintenance	8,980	9,315	12,300	7,000
Rentals	-	270	374	800
Other Charges	18,361	21,057	20,740	41,725
Insurance	5,160	8,518	8,603	11,339
Postage	265	245	288	400
Telephones	4,404	4,676	5,231	4,500
Advertising	2,475	1,596	2,471	3,000
Office Supplies	2,421	3,074	2,259	4,500
Operating Supplies	8,483	15,892	16,050	14,000
Repair & Maint Supplies	21,310	28,952	29,241	22,000
Dues & Subscriptions	705	715	722	700
Computer Equipment <\$2500	750	376	150	-
Machinery & Equipment <\$2500	3,716	2,512	5,283	2,800
TOTAL OPERATING	733,852	728,896	746,966	804,091
CAPITAL OUTLAY				
Machinery & Equipment >\$2500	-	2,994	7,287	7,287
Vehicles & Rolling Stock	14,308	-	-	-
Buildings	-	-	60,511	-
TOTAL CAPITAL OUTLAY	14,308	2,994	67,798	7,287
CAPITAL MAINTENANCE				
Project R&M Buildings	2,986	3,422	2,000	72,100
TOTAL CAPITAL MAINTENANCE	2,986	3,422	2,000	72,100
DEBT PAYMENTS				
Bond Principal Payment	95,576	97,077	98,601	100,149
Bond Interest Payment	6,145	4,644	3,120	1,572
Fees & Charges	-	-	-	1,000
TOTAL DEBT PAYMENTS	101,721	101,721	101,721	102,721
TRANSFERS OUT				
Walkingstick Golf Course	291,198	255,641	242,114	174,389
TOTAL TRANSFERS OUT	291,198	255,641	242,114	174,389

Elmwood Golf Course

Budget Detail

	2014 Actual	2015 Actual	2016 Estimate	2017 Proposed
TRANSFER TO RESERVES				
Transfer To Reserves	-	-	-	40,301
TOTAL TRANSFER TO RESERVES	-	-	-	40,301
GRAND TOTAL	(81,312)	(173,424)	(104,092)	-

Honor Farm Enterprise

Mission/Function

The mission of the Honor Farm Park and Open Space enterprise, including the Pueblo Motorsports Park area is to provide motorsports and open space recreational opportunities for the benefit of local area residents and serve as a regional draw stimulating economic activity in the local market. This is achieved by offering, promoting, and contracting programs and events; and maintaining, developing and enhancing facilities. The Honor Farm Park and Open Space property acts as a buffer between Pueblo West Metropolitan District, the Pueblo Reservoir, and the City of Pueblo.

Objectives

- Support the rigorous pursuit of customer service, cleaning up the property, promote safety, and adhering to the conditions of the Conservation Easement
- Support the contracted operator of the Pueblo Motorsports Park who operates and promotes the racing functions, including drag racing, open lapping, and other associated programs
- Invest in the facilities within the Honor Farm Properties through the Enterprise by renovating old existing facilities
- To continue working with other City departments and the Honor Farm Enterprise Citizens Advisory Board to develop, initiate, and expand recreational opportunities

New Programs for 2017

- Improve the facility as funds become available through the Enterprise
- Develop other recreational opportunities that will support the Enterprise
- Create a Marketing/Sponsorship unit within the Enterprise to raise additional funds

Significant Adjustments

- Increase revenue opportunities to support the Enterprise

Honor Farm Enterprise

Budget Detail

	2014 Actual	2015 Actual	2016 Estimate	2017 Proposed
CHARGES FOR SERVICES				
Facility Rental-Motor Spt	(4,000)	(35,000)	-	(15,000)
Facility Rental-Honor Frm	(21,000)	-	-	-
Spectator	-	-	(4,569)	(2,000)
Miscellaneous Revenue	100	-	-	(100)
TOTAL CHARGES FOR SERVICES	(24,900)	(35,000)	(4,569)	(17,100)
OTHER REVENUE				
Disposal Of Assets	(138)	1,571	-	-
TOTAL OTHER REVENUE	(138)	1,571	-	-
TRANSFERS IN				
From General Fund	(56,513)	(42,812)	(71,168)	(89,230)
TOTAL TRANSFERS IN	(56,513)	(42,812)	(71,168)	(89,230)
OPERATING				
Professional Services	-	680	-	-
Contract Services	276	-	-	500
Administrative Services	5,500	5,654	5,654	5,711
Electricity	366	-	7,684	2,500
Utilities & Energy/Centurylink	1	17	-	-
Fleet Repair	2,128	2,637	5,056	2,500
Repair & Maintenance	6,950	26,034	20,277	58,600
Insurance	4,678	4,678	-	-
Telephones	531	526	1,053	-
Operating Supplies	300	-	-	500
TOTAL OPERATING	20,729	40,227	39,724	70,311
DEBT PAYMENTS				
Bond Principal Payment	33,487	34,102	34,727	35,370
Bond Interest Payment	2,526	1,912	1,286	649
TOTAL DEBT PAYMENTS	36,014	36,013	36,013	36,019
GRAND TOTAL	(24,809)	-	-	-

Honor Farm Enterprise

Staffing Detail

Title	2014	2015	2016	2017	2017 Estimated Salary Range
Motorsports Operations Supervisor	1	1	1	0	-
Total	1	1	1	0	

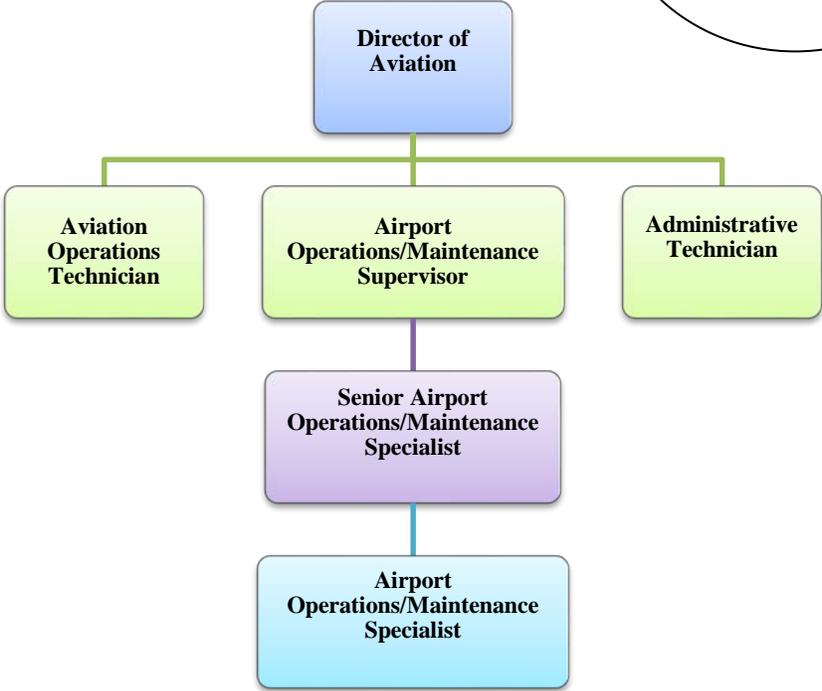
Capital Project Detail

Project No	Description	2017 Proposed
-------------------	--------------------	----------------------

No new capital projects are funded for 2017

Memorial Airport

(Vacant)
Director of Aviation
31201 Bryan Circle
Pueblo, CO 81005
(719) 553-2760
****@pueblo.us



Memorial Airport

Purpose: The Memorial Airport fund consists of the Memorial Airport, Airport Passenger Facility Charges, and Airport Improvement Trust Funds. The Memorial Airport Fund primarily consists of operations at the Pueblo Memorial Airport. The Airport Passenger Facility Fund accounts for the collection of an airport passenger facility charge for enplaned passengers. The Airport Improvement Trust Fund accounts for the transfer of funds equal to the appraised value of land located at Pueblo Memorial Airport conveyed to private ownership.

Source of Revenue: The revenue for operation of the Memorial Airport Fund primarily consists of fees charged at the Memorial Airport as well as a subsidy from the General Fund. Funding for capital improvements is provided mainly by state and federal grants.

Designated Expenditure: The majority of expenditures are related to operating the Pueblo Memorial Airport in an effective and efficient manner and for providing capital maintenance and improvements to the aeronautical infrastructure.

Budget Summary

	2014	2015	2016	2017
	Actual	Actual	Estimate	Proposed
Revenue				
541	451	176,950	-	-
542	16,094	6,849	6,570	10,000
543	3,732,153	2,570,621	911	-
540	1,461,763	1,684,695	2,223,946	1,948,165
	5,210,461	4,439,115	2,231,427	1,958,165
Expenditure				
541	-	-	36,938	-
542	66,102	-	15,000	-
543	3,717,271	2,622,486	73,193	-
540	1,713,757	1,792,742	1,864,419	1,948,165
	5,497,130	4,415,228	1,989,550	1,948,165

Due to the Pueblo Memorial Airport (Fund 540) comprising a large portion of the Memorial Airport Fund, greater detail related to operating the Pueblo Memorial Airport is provided on Pages F-11 through F-15.

Memorial Airport

Mission/Function

The mission of the Department of Aviation is to support the sound practice in the profession of aviation. We pledge ourselves to maintain high standards of competence and integrity in our work, and in our relations with the citizens of Pueblo. We further pledge ourselves to be effective and efficient while maintaining the level of safety and security standards that best serve the general public.

Objectives

- Enhance safety and security standards at the airport
- Promote and maintain positive relations with airport tenants and customers
- Provide or enhance the products and services offered at the airport to meet the aeronautical demands
- Evaluate and modify, as necessary, airport business practices to encourage continued growth
- Provide support when possible for the Airport Industrial Park business community

Significant Adjustments

- Utilities have been adjusted to reflect actual consumption
- Filling the vacant position of Operations/Maintenance Supervisor in the place of one Senior Operations/Maintenance Specialist position that will vacate in March 2017 (retirement)
- Added advertising to budget to promote commercial air service

Memorial Airport

Budget Detail

	2014 Actual	2015 Actual	2016 Estimate	2017 Proposed
INTERGOVERNMENTAL				
FEMA - Homeland Security	-	(14,456)	-	-
U.S. Air Force	(29,781)	(29,781)	(16,677)	(16,677)
TOTAL INTERGOVERNMENTAL	(29,781)	(44,237)	(16,677)	(16,677)
CHARGES FOR SERVICES				
Rental-Terminal Rental	(22,882)	(19,210)	(23,458)	(26,383)
Rental-Hangar Rental	(81,320)	(90,234)	(92,602)	(77,670)
Rental-Fixed Base Operator	(32,452)	(58,457)	(112,078)	(106,600)
Rental-Car Rental Agencies	(4,018)	(4,018)	(4,306)	(4,018)
Rental-Office Space	(27,957)	(28,236)	(29,037)	(31,974)
Rental-Parking Space	(2,400)	(2,400)	(2,400)	(2,400)
Rental-Commercial Service Oper	(16,592)	(16,592)	(10,292)	(6,272)
Commissions-Fixed Base Oper	(1,348)	(1,164)	(1,383)	(2,000)
Commissions-Restaurant	(9,529)	(9,439)	(12,439)	(7,200)
Commissions-Car Rental Agencie	(6,055)	(1,941)	(686)	(3,000)
Commissions-Commercial Service	(11,321)	(13,263)	(8,648)	(10,000)
Fees-Combined Service Fees	(18,373)	(55,353)	(18,373)	(16,000)
Fees-Fuel Flowage Fees	(96,304)	(101,462)	(72,778)	(120,000)
Fees-Landing Fees	(24,737)	(23,492)	(15,622)	(24,000)
Fees-Access Fees	(69,216)	(70,013)	(70,274)	(70,558)
Fees-Security Badge Fees	(5,798)	(3,612)	(3,789)	(3,600)
Fees-Usage/Cleaning Fees	(225)	-	-	-
Refunds & Rebates	(11,000)	(8,478)	(1,724)	-
Aviation Fuel Tax	(86,964)	(72,828)	(58,490)	(72,800)
Penalty & Interest	(1,946)	(148)	(2,599)	(700)
Miscellaneous Revenue	53,528	(26,314)	(6,836)	(7,847)
TOTAL CHARGES FOR SERVICES	(476,907)	(606,653)	(547,814)	(593,022)
OTHER REVENUE				
Disposal Of Assets	-	(360)	(10,705)	-
Overpayment Liabilities	(3,324)	-	-	-
TOTAL OTHER REVENUE	(3,324)	(360)	(10,705)	-

Memorial Airport

Budget Detail

	2014 Actual	2015 Actual	2016 Estimate	2017 Proposed
TRANSFERS IN				
From General Fund	(951,751)	(1,033,445)	(1,611,812)	(1,338,466)
From Airport Improvemt Trust	-	-	(36,938)	-
TOTAL TRANSFERS IN	(951,751)	(1,033,445)	(1,648,750)	(1,338,466)
WAGES				
Administration Wages	88,100	68,862	73,835	144,976
General Service Wages	402,086	433,812	473,039	504,946
Temporary/Part Time Wages	38,398	49,429	27,956	34,746
Overtime	11,036	10,990	8,912	11,000
Sick/Vac/PH Sellback	849	2,554	1,306	900
Step-Up	3,427	17,892	17,719	2,000
Uniform/Shoe/Tool Allow	600	700	1,200	900
TOTAL WAGES	544,497	584,240	603,967	699,468
BENEFITS				
Pension - PERA	72,292	76,585	77,104	92,583
Health Insurance	134,777	142,301	162,929	183,145
Medicare Tax	4,564	4,846	4,989	6,690
Worker's Compensation	25,453	26,726	29,335	33,804
Uniform Cleaning	2,928	3,402	3,470	4,000
Other Payroll Expense	612	90	90	90
TOTAL BENEFITS	240,625	253,950	277,917	320,312
OPERATING				
Professional Services	2,211	17,038	3,398	895
Contract Services	7,901	8,176	10,750	10,805
Administrative Services	206,414	212,194	212,194	214,316
Electricity	331,600	342,685	310,185	341,109
Utilities & Energy/Centurylink	210	1,231	1,212	1,232
Fleet Fuel	22,174	15,494	10,745	16,000
Fleet Repair	34,585	53,629	32,371	32,000
Repair & Maintenance	42,912	47,877	55,411	60,090
Rentals	2,918	3,181	2,723	3,200
Fleet Pool Rentals	1,530	-	-	-
Licenses, Permits & Fees	529	826	690	815

Memorial Airport

Budget Detail

	2014 Actual	2015 Actual	2016 Estimate	2017 Proposed
Other Charges	770	3,682	98,314	91,500
Insurance	39,307	38,215	40,576	39,148
Postage	686	452	543	500
Telephones	8,268	7,234	11,973	11,680
Advertising	-	1,853	381	10,500
Travel	328	1,292	65	2,500
Training & Education	2,038	2,120	2,940	3,000
Office Supplies	2,479	1,525	1,755	2,500
Operating Supplies	17,841	8,628	6,692	11,000
Repair & Maint Supplies	25,060	25,710	34,087	35,800
Dues & Subscriptions	2,500	500	1,163	775
Supplies-PCard	-	-	789	-
Computer Equipment <\$2500	1,678	2,313	3,025	3,000
Machinery & Equipment <\$2500	7,165	1,874	6,736	3,000
TOTAL OPERATING	761,103	797,728	848,718	895,365
CAPITAL OUTLAY				
Machinery & Equipment >\$2500	-	-	8,400	-
Vehicles & Rolling Stock	-	17,000	-	20,000
Buildings	-	24,145	15,855	-
TOTAL CAPITAL OUTLAY	-	41,145	24,255	20,000
CAPITAL MAINTENANCE				
Project R&M Mach & Equip	5,822	14,725	19,456	-
Project R&M Buildings	14,410	7,859	-	-
Project R&M Land Improvements	-	-	76,581	-
TOTAL CAPITAL MAINTENANCE	20,232	22,584	96,037	-
DEBT PAYMENTS				
Bond Principal Payment	7,941	8,540	9,153	9,807
Bond Interest Payment	3,908	3,693	3,461	3,213
TOTAL DEBT PAYMENTS	11,849	12,233	12,614	13,020
TRANSFERS OUT TO OTH				
Aviation Grants	135,451	80,862	911	-
TOTAL TRANSFERS OUT TO OTH	135,451	80,862	911	-
GRAND TOTAL	251,994	108,048	(359,527)	-

Memorial Airport

Staffing Detail

Title	2014	2015	2016	2017	2017 Estimated	
					Salary Range	
Director of Aviation	1	1	1	1	85,632 -	104,681
Airport Operations Maintenance Supervisor	1	1	1	1	58,144 -	69,427
Senior Airport Operations/Maintenance Specialist	1	2	2	2	44,762 -	57,921
Airport Operations/Maintenance Worker/ Maintenance Specialist	6	6	6	6	32,469 -	50,384
Administrative Technician	1	1	1	1	35,239 -	47,236
Aviation Operations Technician	1	1	1	1	34,602 -	46,367
Airport Maintenance Worker	1	0	0	0	-	
Total	12	12	12	12		

Capital Project Detail

Project No	Description	2017 Proposed
------------	-------------	---------------

No new capital projects are funded for 2017

Memorial Hall

Mission/Function

The mission of Memorial Hall Enterprise is to create and establish a world class entertainment facility in the City of Pueblo.

Objectives

- Operate, lease, and manage entertainment events at Pueblo Memorial Hall
- Support the management agreement with Spectra Venue Management to plan, lease, and operate events at Memorial Hall
- Develop a Memorial Hall-owned ticketing system to enhance revenue

Significant Adjustments

- The City has entered into a management agreement with Spectra Venue Management for comprehensive and professional management of Memorial Hall



Memorial Hall

Budget Detail

	2014 Actual	2015 Actual	2016 Estimate	2017 Proposed
CHARGES FOR SERVICES				
Concessions	-	-	(5,300)	-
Spectator	(671,938)	(681,631)	(819,818)	(247,309)
Advertising & Sponsorship	-	-	(2,600)	-
TOTAL CHARGES FOR SERVICES	(671,938)	(681,631)	(827,718)	(247,309)
TRANSFERS IN				
From General Fund	(100,000)	(186,584)	(200,000)	(336,586)
TOTAL TRANSFERS IN	(100,000)	(186,584)	(200,000)	(336,586)
OPERATING				
Professional Services	376,450	543,074	597,381	-
Management Fees	12,000	12,204	13,424	-
Contract Services	353,970	280,906	321,856	583,895
Security	(61)	-	-	-
Electricity	128,796	124,042	136,446	-
Repair & Maintenance	-	12,531	13,785	-
Licenses, Permits & Fees	3,106	2,910	3,201	-
Other Charges	6,576	713	784	-
Bank Charges	(1,764)	3,535	3,888	-
Insurance	17,091	18,126	19,939	-
Telephones	352	351	386	-
Advertising	115,402	95,471	105,019	-
Travel	-	1,459	1,605	-
Training & Education	3,011	2,614	2,875	-
Office Supplies	224	2,192	2,411	-
Operating Supplies	36,887	34,875	38,363	-
TOTAL OPERATING	1,052,040	1,135,004	1,261,363	583,895
GRAND TOTAL	280,102	266,789	233,645	-

Parking Facilities Enterprise

Mission/Function

Develop and manage publicly owned parking facilities that are safe, efficient and convenient in a cost effective manner.

Objectives

- Provide adequate, clean, and secure off-street parking facilities that are centrally located to business districts
- Facilitate the implementation of plans and programs that yield the best parking solutions for the City's citizens, workers, and visitors
- Analyze impacts of on-street parking, and parking's impact on traffic flow
- Enforce parking regulations in business districts to increase the turn-over of on-street spaces
- Enforce parking regulations in residential districts and school zones

Parking Facilities Enterprise

Budget Detail

	2014 Actual	2015 Actual	2016 Estimate	2017 Proposed
CHARGES FOR SERVICES				
Miscellaneous Revenue	-	(15)	(15)	-
Parking Facility Rentals	(236,528)	(185,657)	(221,115)	(200,000)
Main St Parking Garage	(54,684)	(61,572)	(80,135)	(60,000)
TOTAL CHARGES FOR SERVICES	(291,212)	(247,244)	(301,265)	(260,000)
OTHER REVENUE				
Interest On Pooled Invest	(5,046)	(5,813)	(6,394)	-
Disposal Of Assets	-	(3,450)	(3,450)	-
Overpayment Liabilities	(3,210)	-	-	-
TOTAL OTHER REVENUE	(8,256)	(9,263)	(9,844)	-
TRANSFERS IN				
From General Fund	(548,429)	(387,755)	(531,604)	(493,354)
TOTAL TRANSFERS IN	(548,429)	(387,755)	(531,604)	(493,354)
WAGES				
General Service Wages	34,644	23,322	30,548	32,790
Temporary/Part Time Wages	30,772	26,080	30,057	49,725
Overtime	1,131	118	250	2,000
Uniform/Shoe/Tool Allow	-	-	-	1,240
TOTAL WAGES	66,547	49,520	60,855	85,755
BENEFITS				
Pension - PERA	8,554	6,396	8,303	11,748
Health Insurance	14,553	7,757	80	76
Uniform Expense	-	342	1,045	800
Medicare Tax	905	677	879	1,243
Worker's Compensation	2,753	2,058	2,569	1,534
Uniform Cleaning	293	-	150	1,200
TOTAL BENEFITS	27,058	17,230	13,026	16,601
OPERATING				
Contract Services	41,339	38,990	35,841	62,530
Administrative Services	76,610	78,755	93,385	79,543
Electricity	42,601	41,545	41,255	49,110
Utilities & Energy/Centurylink	591	3,590	3,662	2,476
Fleet Fuel	3,493	2,398	2,134	3,000

Parking Facilities Enterprise

Budget Detail

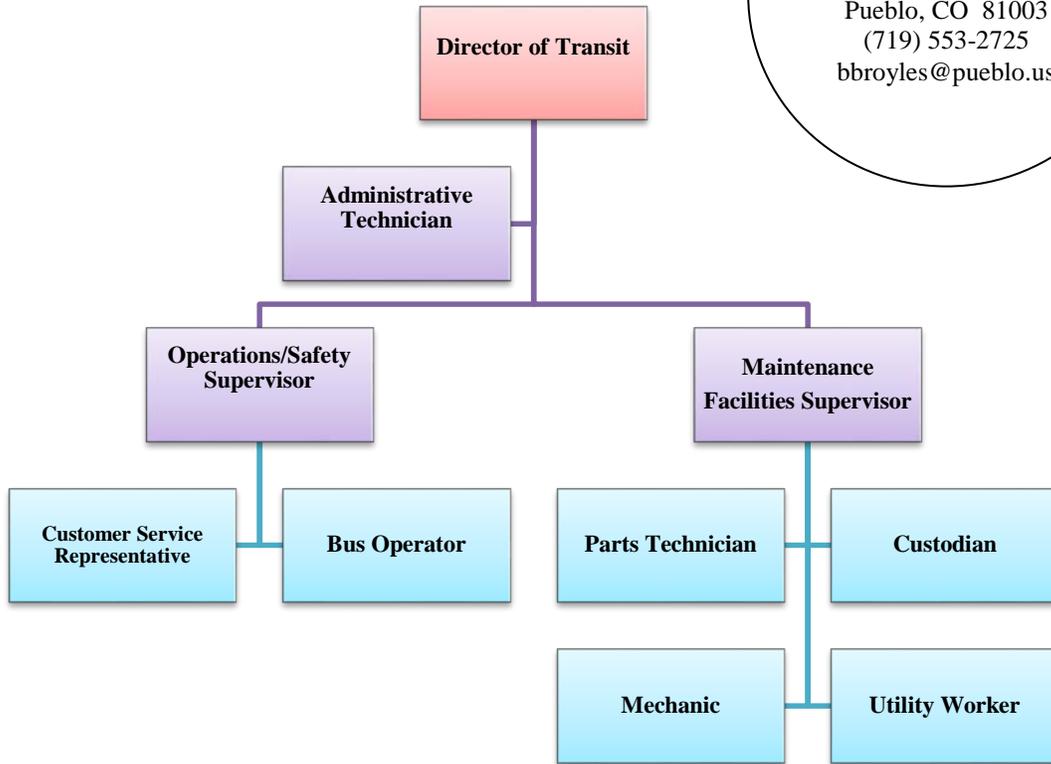
	2014 Actual	2015 Actual	2016 Estimate	2017 Proposed
Fleet Repair	7,359	11,215	5,161	3,000
Repair & Maintenance	9,806	4,981	1,847	1,500
Rentals	317,663	339,703	394,759	376,109
Software Licensing/Maint	-	2,760	-	-
Other Charges	-	3,210	-	-
Insurance	-	-	5,700	5,700
Postage	47	-	-	-
Telephones	3,573	1,246	1,825	1,650
Printing & Binding	-	151	220	200
Operating Supplies	1,153	1,481	2,199	6,100
Machinery & Equipment <\$2500	120	-	-	-
TOTAL OPERATING	504,355	530,024	587,988	590,918
CAPITAL OUTLAY				
Vehicles & Rolling Stock	-	33,000	16,400	-
TOTAL CAPITAL OUTLAY	-	33,000	16,400	-
CAPITAL MAINTENANCE				
Project R&M Mach & Equip	-	270	-	1,000
Project R&M Infrastructure	-	8,976	-	9,500
Project R&M Buildings	67,039	-	10,745	44,000
TOTAL CAPITAL MAINTENANCE	67,039	9,245	10,745	54,500
DEBT PAYMENTS				
Bond Principal Payment	3,403	3,660	3,923	4,203
Bond Interest Payment	1,675	1,583	1,483	1,377
TOTAL DEBT PAYMENTS	5,078	5,243	5,406	5,580
GRAND TOTAL	(177,819)	-	(148,293)	-

Staffing Detail

Title					2017 Estimated	
	2014	2015	2016	2017	Salary Range	
Parking Enforcer	2	2	2	2	31,388 -	39,616
Total	2	2	2	2		

Pueblo Transit

Brenda Broyles
Director of Transit
350 Alan Hamel Ave.
Pueblo, CO 81003
(719) 553-2725
bbroyles@pueblo.us



Pueblo Transit

Mission/Function

Provide safe, reliable and timely fixed route transit service in a courteous and professional manner to the citizens of Pueblo. To provide paratransit transportation to disabled riders who are unable to use the regular transit coaches. With a fleet of 34 vehicles, 20 heavy-duty coaches, 3 inner city commuter buses, and 11 paratransit vans and transporting over 1,000,000 passengers annually, Pueblo Transit is responsible for providing service on 14 fixed routes and a mirrored paratransit system, operating in a 38.6 square mile area of Pueblo City limits, plus one rural route that extends outside city limits into the Salt Creek area. Pueblo Transit is an intermodal transit facility gathering many modes of transportation together and is strategically located to increase destination alternatives. Our downtown Intermodal facilities serve the following bus lines: Greyhound, B-Line, and Chaffee Shuttle (from Salida, CO).

Objectives

- Provide high quality customer service to our transit riders
- Strengthen safety awareness programs for employees and the public
- Ensure credible programs to meet the growing demand for reliable, safe and convenient transit services
- Increase the public transit accessibility and mobility of people
- Promote efficient system management and operation
- Emphasize the preservation of the existing transportation system

New Programs for 2017

- Continue transit planning efforts to increase system wide productivity
- Upgrade of security systems at the Transit Center and administration buildings
- Conduct on board passengers satisfaction surveys
- Continue the “Kids Ride Free” summer program
- Provide the Colorado State Fair Shuttle during the 11 days of the State Fair
- Collaborate with City Departments in the effort to increase transit ridership
- Community education on transit system and its services including the Citi-Lift service (door-to-door service for the disabled)

Pueblo Transit

Budget Detail

	2014 Actual	2015 Actual	2016 Estimate	2017 Proposed
INTERGOVERNMENTAL				
FTA Operating Subsidy	(1,965,853)	(1,926,534)	(1,965,853)	(1,962,020)
FTA Capital Subsidy	-	-	-	(369,230)
Misc County Contributions	(59,915)	(82,283)	(82,283)	(87,294)
TOTAL INTERGOVERNMENTAL	(2,025,768)	(2,008,817)	(2,048,136)	(2,418,544)
CHARGES FOR SERVICES				
Passenger Fares	(254,079)	(258,238)	(244,037)	(260,000)
Special Transit Fares	(46,590)	(41,059)	(31,494)	(42,000)
Unlimited Passes	(181,658)	(199,820)	(169,055)	(200,000)
Limited Passes	(71,276)	(83,138)	(83,392)	(83,000)
Shuttle Services	(120)	-	(270)	(5,000)
Citi-Lift Fares	(99,247)	(116,773)	(121,219)	(115,000)
Advertising	(71,431)	(74,028)	(75,475)	(75,000)
Property Rentals	(12,810)	(1,180)	(24,440)	(15,000)
Commissions	(15,715)	(15,989)	(15,218)	(16,000)
Greyhound-Commission	(65,558)	(63,843)	(44,410)	(68,000)
Worker's Comp Reimburse	(20,680)	(922)	(6,823)	(3,000)
Cash Over / (Short)	92	42	(4)	-
Contributions & Donations	(11,500)	(10,000)	(9,000)	(10,000)
Miscellaneous Revenue	(5,650)	(4,206)	(5,664)	(3,000)
Revenue Clearing	-	(67)	-	-
TOTAL CHARGES FOR SERVICES	(856,224)	(869,219)	(830,501)	(895,000)
OTHER REVENUE				
Loss Of Property Comp	-	(15,104)	(28,876)	-
Sale Of Surplus	(931)	-	-	(3,000)
Disposal Of Assets	-	(12,001)	-	-
TOTAL OTHER REVENUE	(931)	(27,105)	(28,876)	(3,000)
TRANSFERS IN				
From General Fund	(1,829,004)	(1,784,466)	(1,975,885)	(2,194,933)
TOTAL TRANSFERS IN	(1,829,004)	(1,784,466)	(1,975,885)	(2,194,933)
WAGES				
Pueblo Transit Wages	1,523,692	1,477,539	1,406,226	1,653,323
Safety Incentive	6,730	7,997	1,250	8,800

Pueblo Transit

Budget Detail

	2014 Actual	2015 Actual	2016 Estimate	2017 Proposed
Tool Allowance	324	520	-	-
Uniform Allowance	4,658	6,962	5,308	6,000
Bilingual Incentive	-	-	-	600
Overtime	205,766	142,642	133,038	120,000
Employee Of The Quarter	457	457	342	-
TOTAL WAGES	1,741,627	1,636,117	1,546,164	1,788,723
BENEFITS				
Pension - PERA	224,546	211,819	202,968	230,123
Health Insurance	574,887	580,665	589,869	675,428
Tool Reimbursement	2,522	2,210	2,283	4,650
Medicare Tax	24,076	22,873	21,564	25,313
Worker's Compensation	25,514	78,197	114,818	77,167
Other Payroll Tax Expense	16,212	5,915	8,392	-
Uniform Repair/Replace	479	5,739	4,532	-
Uniform Cleaning	4,710	-	-	4,337
Other Payroll Expense	4,327	-	-	-
TOTAL BENEFITS	877,271	907,419	944,426	1,017,018
OPERATING				
Professional Services	1,494	5,729	5,154	2,650
Contract Services	856,335	869,045	887,103	912,338
Drug & Alcohol Testing	2,947	5,853	4,529	3,280
Administrative Services	272,312	279,937	279,937	282,736
Electricity	91,237	90,278	80,980	99,000
Utilities & Energy/Centurylink	121	711	677	475
Fleet Fuel	457,420	271,037	154,467	335,643
Fleet Repair	376,737	308,561	301,747	334,000
Repair & Maintenance	58,917	35,287	64,098	38,000
Service Contract	5,899	9,432	10,952	9,730
Rentals	4,583	3,938	2,843	5,500
Licenses, Permits & Fees	2,375	586	587	1,700
Software Licensing/Maint	-	13,288	-	-
Other Charges	34	-	-	-
Inventory Over/Short	22,316	12,472	15,000	15,000

Pueblo Transit

Budget Detail

	2014 Actual	2015 Actual	2016 Estimate	2017 Proposed
Insurance	79,152	76,807	78,086	77,272
Postage	1,038	1,233	471	1,700
Telephones	8,452	7,846	13,042	10,000
Advertising	1,144	276	1,231	3,300
Printing & Binding	13,698	17,013	11,768	17,000
Travel	807	1,935	726	4,000
Training & Education	3,259	2,725	2,751	4,000
Office Supplies	1,494	619	1,419	1,000
Operating Supplies	20,113	18,702	16,988	22,200
Repair & Maint Supplies	6,255	5,635	6,755	7,000
Tires	32,030	12,153	19,092	45,000
Dues & Subscriptions	8,331	6,946	10,639	10,187
Computer Equipment <\$2500	3,136	533	-	-
Machinery & Equipment <\$2500	346	1,487	2,195	-
TOTAL OPERATING	2,331,982	2,060,063	1,973,237	2,242,711
CAPITAL OUTLAY				
Machinery & Equipment >\$2500	-	14,611	64,635	-
Vehicles & Rolling Stock	-	-	363,258	461,537
TOTAL CAPITAL OUTLAY	-	14,611	427,893	461,537
CAPITAL MAINTENANCE				
Project R&M Computer Equip	-	-	13,950	-
TOTAL CAPITAL MAINTENANCE	-	-	13,950	-
DEBT PAYMENTS				
Bond Principal Payment	908	976	1,046	1,121
Bond Interest Payment	447	422	396	367
TOTAL DEBT PAYMENTS	1,354	1,398	1,442	1,488
GRAND TOTAL	240,308	(70,000)	23,714	-

Pueblo Transit

Staffing Detail

Title	2014	2015	2016	2017	2017 Estimated	
					Salary Range	
Director of Transit	1	1	1	1	89,491 -	89,419
Operations Supervisor	1	1	1	1	55,598 -	64,938
Bus Operator	20	20	22	22	32,157 -	37,544
Customer Services Representatives	4	4	4	4	25,064 -	29,266
Custodian	1	1	1	1	22,714 -	26,770
Maintenance/Facilities Supervisor	1	1	1	1	55,598 -	64,938
Mechanic "A"	2	2	2	2	40,518 -	45,989
Mechanic "B"	2	2	2	2	39,333 -	44,595
Parts Technician	1	1	1	1	30,056 -	35,110
Utility Worker	2	2	2	2	31,741 -	37,045
Administrative Technician	1	1	1	1	34,986 -	47,070
Total	36	36	38	38		

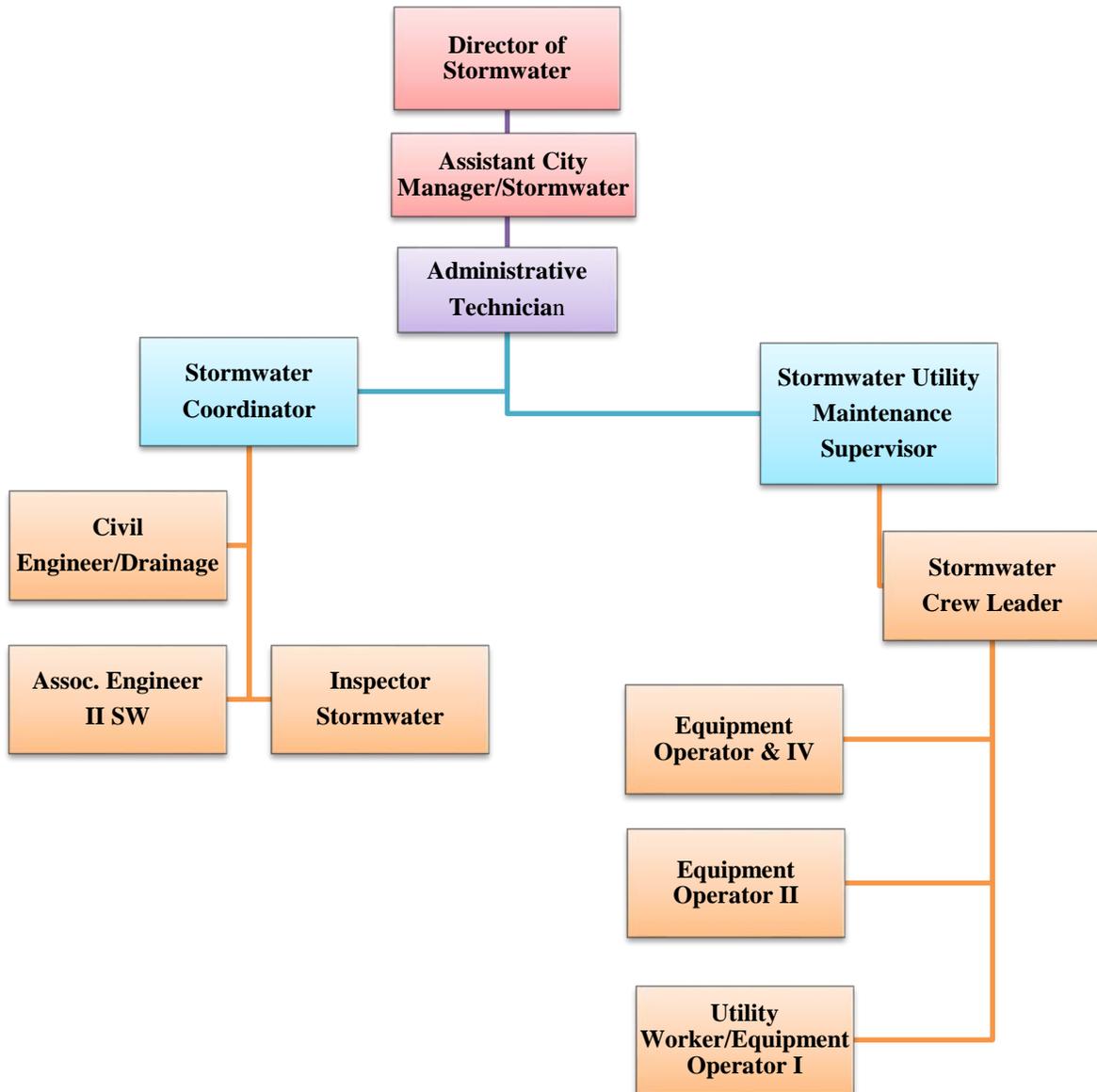
Capital Project Detail

Project No	Description	2017 Proposed
------------	-------------	---------------

2017 estimated funding for capital projects to be determined

Stormwater Utility

Earl Wilkinson, P.E.
Director of Stormwater
211 E. D St.
Pueblo, CO 81003
(719) 553-2295
ewilkinson@pueblo.us



Stormwater Utility

Mission/Function

The mission of the Stormwater Utility is to provide and manage funds and resources needed to improve the quality of water in our streams and creeks, provide adequate maintenance of the City's drainage facilities, and to provide new infrastructure to reduce flooding problems and insure development practices recognize stormwater as an asset in a semi-arid environment.

Objectives

- Address Federal and State requirements related to improving quality
- Address maintenance and inspection of the stormwater system and repair and improve existing stormwater infrastructure
- Address water quality on new development and redeveloped sites by the use of stormwater best management practices (BMPs)
- Encourage phased construction on developing sites to minimize land disturbance and the associated increased run-off and decreased water quality from rainfall events
- Administer Flood Plain Regulations and provide mapping for new and existing flood plains
- Inform the public about the importance of preserving the quality of water
- Ensure the City's storm sewer system meets the demands placed on it by current and future development

Significant Adjustments

- Develop a new Stormwater Criteria Manual for the City
- Geocode maintenance locations and information for better records
- Develop new structures in Fountain Creek to collect sediment
- Implement projects that will significantly clean up debris, remove sediment, and remove vegetation on Fountain Creek

Stormwater Utility

Budget Detail

	2014 Actual	2015 Actual	2016 Estimate	2017 Proposed
INTERGOVERNMENTAL				
FEMA - Homeland Security	-	(20,418)	-	-
TOTAL INTERGOVERNMENTAL	-	(20,418)	-	-
CHARGES FOR SERVICES				
Stormwater Fees	(3,369,074)	(3,578,635)	(3,613,295)	(3,721,800)
Miscellaneous Revenue	(539)	(146)	(2,642,393)	-
TOTAL CHARGES FOR SERVICES	(3,369,613)	(3,578,781)	(6,255,688)	(3,721,800)
OTHER REVENUE				
Interest On Pooled Invest	(17,241)	(20,578)	-	-
Loss Of Property Comp	-	-	(83,377)	-
Sale Of Surplus	-	(430)	-	-
Disposal Of Assets	-	(20,500)	(17,400)	-
Bad Debt Recovery	(25)	(413)	(478)	-
TOTAL OTHER REVENUE	(17,266)	(41,921)	(101,255)	-
WAGES				
Administration Wages	214,084	158,773	239,037	283,209
General Service Wages	559,918	542,510	512,855	662,595
Temporary/Part Time Wages	100,771	108,511	84,003	115,609
Overtime	8,352	9,664	4,828	10,000
Sick/Vac/PH Sellback	2,202	7,485	6,744	3,500
Step-Up	10,129	7,822	7,744	4,000
Uniform/Shoe/Tool Allow	975	1,300	1,200	1,400
Incentive Awards	-	-	30	-
TOTAL WAGES	896,430	836,065	856,441	1,080,313
BENEFITS				
Pension - PERA	112,257	107,703	108,887	143,261
Health Insurance	168,317	174,725	203,138	291,989
Medicare Tax	12,251	11,424	11,588	15,066
Worker's Compensation	42,198	41,337	43,051	45,522
Uniform Cleaning	5,939	5,794	5,065	6,000
Other Payroll Expense	375	360	2,340	383
TOTAL BENEFITS	341,338	341,344	374,069	502,221

Stormwater Utility

Budget Detail

	2014 Actual	2015 Actual	2016 Estimate	2017 Proposed
OPERATING				
Professional Services	314,880	312,476	323,101	387,000
Contract Services	4,704	3,051	2,033,881	10,000
Billing Services	178,081	183,831	188,192	206,000
Administrative Services	204,091	209,806	209,806	211,904
Electricity	28,937	30,611	36,536	28,000
Utilities & Energy/Centurylink	109	943	1,058	1,500
Fleet Fuel	41,822	31,017	31,732	68,500
Fleet Repair	42,409	54,423	63,277	79,000
Repair & Maintenance	2,333	2,113	6,050	5,500
Service Contract	-	-	-	4,000
Rentals	2,763	3,121	74,685	48,500
Licenses, Permits & Fees	815	8,729	6,204	6,500
Other Charges	250	-	-	-
Insurance	13,096	13,096	13,096	13,096
Postage	152	274	170	1,500
Telephones	5,485	3,978	5,905	8,828
Advertising	500	54	-	3,000
Printing & Binding	107	-	-	1,000
Travel	289	940	227	3,250
Training & Education	2,624	1,543	1,368	5,200
Office Supplies	1,083	10,039	1,181	9,600
Operating Supplies	5,499	12,030	9,915	18,000
Repair & Maint Supplies	22,249	17,941	28,065	30,100
Dues & Subscriptions	6,595	1,420	45	2,000
Computer Equipment <\$2500	2,599	-	2,350	12,500
Machinery & Equipment <\$2500	6,578	1,349	2,224	2,000
TOTAL OPERATING	888,050	902,785	3,039,068	1,166,478
CAPITAL OUTLAY				
Computer Equipment >\$2500	-	-	-	27,500
Machinery & Equipment >\$2500	-	-	-	32,000
Vehicles & Rolling Stock	210,155	126,391	245,777	125,000

Stormwater Utility

Budget Detail

	2014 Actual	2015 Actual	2016 Estimate	2017 Proposed
Infrastructure	46	12,766	-	-
TOTAL CAPITAL OUTLAY	210,202	139,157	245,777	184,500
CAPITAL MAINTENANCE				
Project R&M Mach & Equip	10,795	1,225	581	-
Project R&M Infrastructure	23,998	105,340	30,659	639,927
TOTAL CAPITAL MAINTENANCE	34,794	106,564	31,240	639,927
DEBT PAYMENTS				
Bond Principal Payment	304,907	306,884	153,407	43,410
Bond Interest Payment	7,112	5,135	3,276	2,140
TOTAL DEBT PAYMENTS	312,019	312,019	156,683	45,550
TRANSFERS OUT				
General Fund	100,000	100,000	100,000	90,811
Highway Users Tax Fund	12,000	12,000	12,000	12,000
Planning Grants	-	44,507	-	-
TOTAL TRANSFERS OUT	112,000	156,507	112,000	102,811
GRAND TOTAL	(592,046)	(846,680)	(1,541,665)	-

Stormwater Utility

Staffing Detail

Title					2017 Estimated	
	2014	2015	2016	2017	Salary Range	
Director of Stormwater	1	1	1	1	97,448 -	119,114
Assistant City Manager/Stormwater	1	1	1	1	78,392 -	100,959
Stormwater Coordinator	1	1	1	1	74,749 -	91,354
Stormwater Maintenance Supervisor	1	1	1	1	58,144 -	71,026
Civil Engineer/Drainage	1	1	1	1	66,470 -	81,190
Associate Engineer II Stormwater	1	1	1	1	46,125 -	59,363
Inspector/Stormwater	1	1	1	1	42,333 -	53,649
Stormwater Crew Leader	1	1	1	1	44,762 -	56,774
Equipment Operator IV	4	4	4	4.5	39,710 -	50,266
Equipment Operator II	3	3	3	3	34,380 -	43,462
Utility Worker/Equipment Operator I	4	4	4	4	31,329 -	40,983
Administrative Technician	0.5	0.5	0.5	0.5	35,239 -	47,236
Total	19.5	19.5	19.5	20		

Capital Project Detail

Project No	Description	2017 Proposed
SW0603	Erosion Control	100,000
SW1603	Fountain Creek Levy Dredging	200,000
SW1701	Pump Station-29th St	253,725
SW9999	Projects to be Determined	86,202
	Contribution to Street Resurfacing	12,000
	Total Capital Project Funding	651,927

Walkingstick Golf Course

Mission/Function

Provide and maintain a high quality 18-hole municipal golf course, driving range clubhouse, and restaurant for the recreational enjoyment of the general public.

Objectives

- Plan, conduct and supervise the day-to-day play of the golf course
- Operate and provide year round maintenance for the golf course and its related amenities
- Cooperate with public and private agencies in coordinating leagues, programs, activities and tournaments
- Continue to build and promote Junior Golf in Pueblo

Programs for 2017

- Continue successful Junior Golf Instruction Program
- Continue strengthening turf through reseeding program
- Improve the cosmetic appearance of the clubhouse and cart path edges
- Introduce golf to new players through Corporate Instruction Clinics
- Examine possibilities for remodeling the kitchen for added efficiency

Significant Adjustments

- An advance from Elmwood Golf Course has been anticipated for 2017



Walkingstick Golf Course

Budget Detail

	2014 Actual	2015 Actual	2016 Estimate	2017 Proposed
CHARGES FOR SERVICES				
Daily Green Fees	(185,686)	(168,056)	(170,180)	(230,000)
Annual Green Fees	(157,409)	(167,483)	(158,447)	(200,000)
Trail Fees	(227,446)	(286,189)	(290,046)	(229,000)
Cart Rentals	(161,723)	(180,453)	(190,076)	(190,000)
Concessions	(24,000)	(24,000)	(24,000)	(24,000)
Driving Range	(37,087)	(36,214)	(36,746)	(47,000)
Tournaments-Green Fees	(28,720)	(29,424)	(31,360)	(33,000)
Tournaments-Trail Fees	(35,900)	(36,780)	(39,200)	(33,000)
Other Sales	(5)	(5)	-	-
Cash Over / (Short)	-	2	-	-
TOTAL CHARGES FOR SERVICES	(857,976)	(928,602)	(940,055)	(986,000)
OTHER REVENUE				
Disposal Of Assets	-	-	(150)	-
TOTAL OTHER REVENUE	-	-	(150)	-
TRANSFERS IN				
From Elmwood Golf Course	(291,198)	(255,641)	(242,114)	(174,389)
TOTAL TRANSFERS IN	(291,198)	(255,641)	(242,114)	(174,389)
WAGES				
Temporary/Part Time Wages	33,544	34,366	36,413	32,460
TOTAL WAGES	33,544	34,366	36,413	32,460
BENEFITS				
Pension - PERA	4,596	4,708	4,989	4,447
Medicare Tax	486	498	528	471
Worker's Compensation	748	766	812	104
Other Payroll Expense	198	756	-	-
TOTAL BENEFITS	6,028	6,729	6,329	5,022
OPERATING				
Professional Services	2,238	2,040	2,500	2,800
Management Fees	76,616	80,076	79,118	78,900
Contract Services	242,735	231,904	234,223	235,000
Administrative Services	77,681	79,856	79,856	80,655
Electricity	256,243	266,801	269,469	255,000

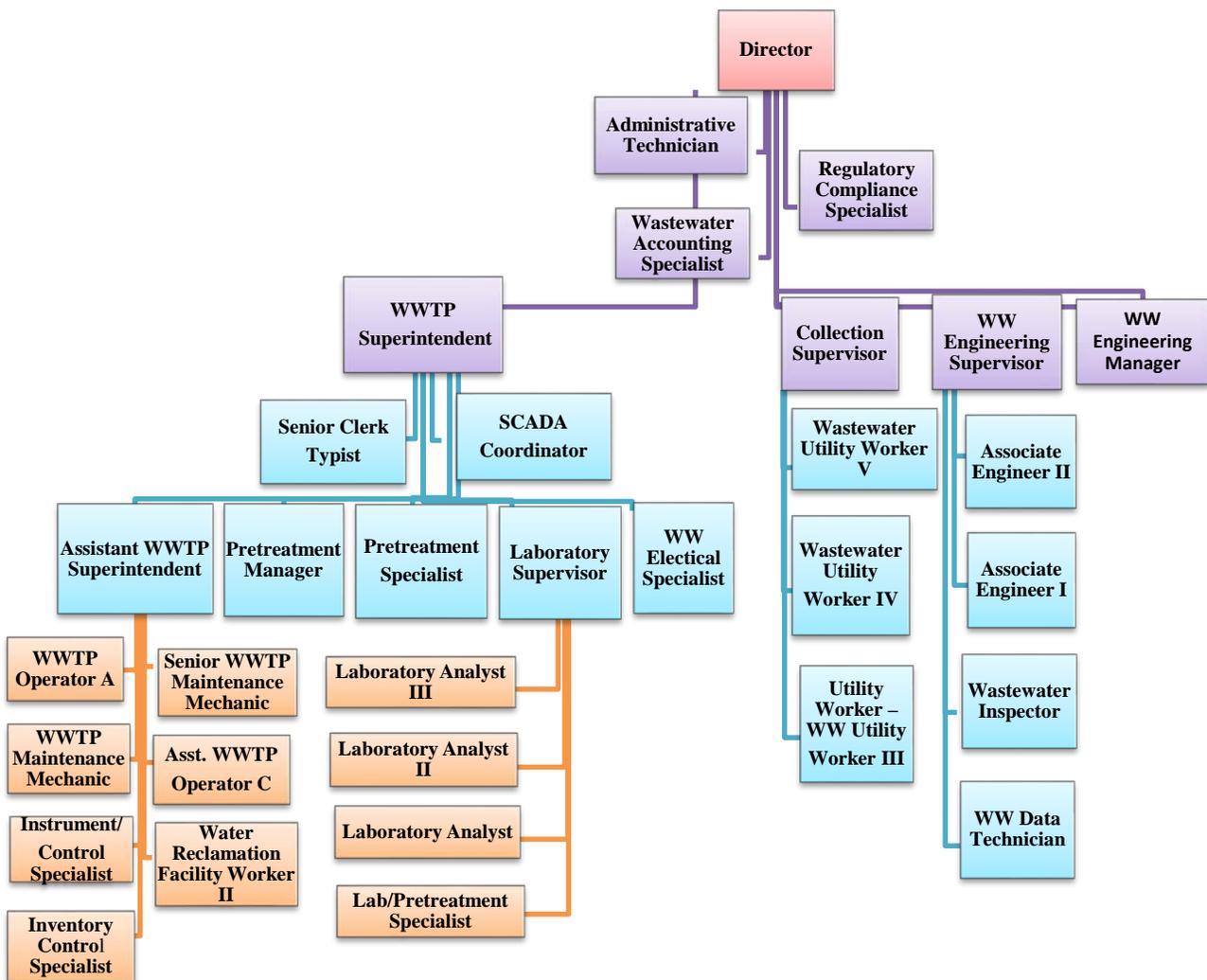
Walkingstick Golf Course

Budget Detail

	2014	2015	2016	2017
	Actual	Actual	Estimate	Proposed
Sewer	29,093	21,212	19,925	25,000
Utilities & Energy/Centurylink	694	4,117	4,236	4,000
Repair & Maintenance	8,962	10,685	10,792	10,000
Irrigation Equipment	1,781	6,909	2,950	5,000
Fert/Seed/Pest/Topsoil	58,866	59,117	63,694	60,000
Golf Carts	202	71	386	1,800
Rentals	2,041	2,179	2,201	2,400
Other Charges	11,193	14,257	13,914	13,515
Insurance	4,564	4,993	4,900	5,000
Postage	245	147	148	300
Telephones	6,519	2,115	4,018	3,000
Advertising	3,178	500	505	1,000
Office Supplies	610	825	657	1,515
Operating Supplies	15,337	11,941	21,180	13,000
Repair & Maint Supplies	10,146	12,991	10,182	15,000
Dues & Subscriptions	2,758	2,802	2,949	2,800
Computer Equipment <\$2500	-	499	-	-
Machinery & Equipment <\$2500	3,115	3,768	322	-
TOTAL OPERATING	814,817	819,803	828,125	815,685
CAPITAL OUTLAY				
Machinery & Equipment >\$2500	-	10,792	8,803	-
Land Improvements	-	-	-	15,000
TOTAL CAPITAL OUTLAY	-	10,792	8,803	15,000
CAPITAL MAINTENANCE				
Project R&M Land Improvements	-	-	11,719	-
TOTAL CAPITAL MAINTENANCE	-	-	11,719	-
DEBT PAYMENTS				
Bond Principal Payment	210,435	217,855	225,593	233,668
Bond Interest Payment	80,318	72,985	65,335	57,353
Fees & Charges	-	-	-	1,201
TOTAL DEBT PAYMENTS	290,753	290,841	290,928	292,222
GRAND TOTAL	(4,032)	(21,712)	(2)	-

Wastewater

Nancy Keller
 Director of
 Wastewater
 1300 S. Queens Ave.
 Pueblo, CO 81001
 (719) 553-2898
 nkeller@pueblo.us



Wastewater

Mission/Function

The mission of the Wastewater Department is to collect and reclaim wastewater in a manner that is protective of public health and the environment by collecting sanitary sewage from residences, businesses and industries; conveying sewage to the wastewater treatment facility safely and efficiently; treating sewage to levels specified by Federal and State law; and disposing of residual materials in compliance with legal requirements.

Objectives

- Meet all legal requirements in a continuous, cost effective manner
- Discharge only nontoxic effluent that meets standards protective of public health and the environment
- Maintain and develop treatment and collection system capacity to meet the ongoing needs of community development and the changing requirements of environmental law
- Recycle or dispose of treatment process residuals, meet solids stabilization requirements, and limit odor problems
- Upgrade employee training and skill levels in all aspects of treatment, maintenance, laboratory analysis, and safety, including cross training between disciplines to achieve greater efficiency

Programs for 2017

- Continue development of the activated sludge/biological nutrient removal process at the Water Reclamation Facility
- Continue the multi-year electrical system rehabilitation program for the Water Reclamation Facility
- Lower energy usage by changing the control mechanism for the aeration
- Decrease coagulate use and cost by installing hydrocyclones in the biological process
- Begin a 10 year program to perform sanitary sewer lining to decrease infiltration of selenium-rich groundwater
- Begin a 3 year study to demonstrate the effect of sanitary sewer lining on selenium concentrations in groundwater and streams
- Replace 30 year old centrifuges with more energy efficient centrifuges

Significant Adjustments

- The Colorado Discharge Permit was issued March 2016 with the recently adopted Phase I water quality standards for nutrients included. The Wastewater Department has completed the initial facility upgrades to remove ammonia and basic nutrient removal. Modifications will be added in 2017 to increase efficiency and provide chemical removal for phosphorus. The Phase II of the nutrient rule will take effect in 2022. Full compliance with the final rule will require as estimated \$25 million in additional treatment facility upgrades
- Reducing the concentration of selenium in the effluent is required. Initially, \$31.5 million of sanitary sewer lining projects will be done over the next 10 years. Additional treatment may be necessary to meet limits. The Wastewater Department will continue discussions with the Colorado Department of Health and Environment regarding selenium
- Loss of staff with qualifications to meet State requirements for operator and collection certification, and the difficulty of attracting qualified staff, remains a persistent concern.

Wastewater

Budget Detail

	2014 Actual	2015 Actual	2016 Estimate	2017 Proposed
INTERGOVERNMENTAL				
Misc State Grants	(283,750)	(262,239)	(534,011)	-
TOTAL INTERGOVERNMENTAL	(283,750)	(262,239)	(534,011)	-
CHARGES FOR SERVICES				
Sewer User Fees	(14,621,435)	(15,698,068)	(17,044,860)	(18,639,020)
Hi-Strength Sewer Charge	(273,191)	(294,489)	(270,463)	(229,077)
Plant Investment Fee	(153,830)	(164,440)	(104,670)	(132,154)
Sewer Connection Fee	(179,720)	(180,290)	(124,320)	(144,527)
Septic Hauler Permits	(1,400)	(1,100)	(900)	(1,300)
Lift Stations	-	-	-	(2,098)
Penalty/Interest on Accounts	(834)	(1,106)	(6,101)	-
Photocopies	(2,120)	(4,225)	(270)	(1,345)
Miscellaneous Revenue	(21,864)	(76,661)	(7,260)	(82,952)
TOTAL CHARGES FOR SERVICES	(15,254,395)	(16,420,378)	(17,558,844)	(19,232,473)
OTHER REVENUE				
Interest On Pooled Invest	(186,170)	(164,778)	(169,171)	(169,171)
Sale Of Surplus	(1,439)	(923)	-	-
Disposal Of Assets	-	(2,399)	(1,577)	-
Bad Debt Recovery	(945)	(2,394)	(1,666)	-
Overpayment Liabilities	-	-	(1,451)	-
TOTAL OTHER REVENUE	(188,554)	(170,494)	(173,865)	(169,171)
TRANSFERS IN				
Prior Year Unexpended Fund Bal	-	-	-	(3,860,985)
TOTAL TRANSFERS IN	-	-	-	(3,860,985)
WAGES				
Administration Wages	714,841	731,679	676,363	799,306
General Service Wages	1,902,301	1,926,917	2,051,030	2,336,822
Temporary/Part Time Wages	141,783	138,441	97,770	78,205
Overtime	41,885	49,488	39,684	45,000
Sick/Vac/PH Sellback	5,770	9,640	9,697	59,655
Step-Up	5,969	5,950	6,074	13,000
Uniform/Shoe/Tool Allow	2,625	3,800	3,800	3,800
Safety Incentive	41	-	-	-

Wastewater

Budget Detail

	2014 Actual	2015 Actual	2016 Estimate	2017 Proposed
Incentive Awards	365	934	822	-
TOTAL WAGES	2,815,580	2,866,849	2,885,240	3,335,788
BENEFITS				
Pension - PERA	362,569	371,242	362,846	426,294
Health Insurance	628,534	660,030	656,266	808,054
Medicare Tax	36,824	38,878	39,052	45,581
Worker's Compensation	121,914	121,446	121,068	135,517
Safety Incentive	187	-	-	-
Uniform Cleaning	17,839	16,854	17,302	19,000
Other Payroll Expense	5,012	7,817	3,716	1,012
TOTAL BENEFITS	1,172,878	1,216,268	1,200,250	1,435,458
OPERATING				
Professional Services	676,959	711,728	356,713	541,100
Contract Services	1,369	1,276	4,706	32,120
Legal Fees	39,505	104,488	76,096	335,000
Laboratory Services	28,228	25,804	28,524	39,060
Billing Services	410,309	423,564	430,986	444,111
Administrative Services	567,918	583,820	583,820	589,658
Electricity	732,755	733,775	1,048,476	919,820
Utilities & Energy/Centurylink	1,081	6,851	6,986	10,000
Fleet Fuel	113,728	77,271	57,001	94,000
Fleet Repair	137,461	152,472	187,155	188,500
Repair & Maintenance	90,416	42,960	70,085	164,880
Service Contract	7,032	9,815	46,722	92,335
Rentals	32,447	25,295	27,450	15,600
Licenses, Permits & Fees	36,058	23,835	34,706	34,130
Other Charges	10,083	10,000	10,000	14,500
Claim Settlement	3,880	5,225	5,250	25,000
Insurance	130,962	130,962	130,962	200,000
Postage	2,781	2,657	4,063	5,900
Telephones	27,440	24,096	31,333	39,237
Advertising	23,628	15,897	16,481	24,950

Wastewater

Budget Detail

	2014 Actual	2015 Actual	2016 Estimate	2017 Proposed
Printing & Binding	102	-	-	-
Travel	7,778	17,224	12,395	41,000
Training & Education	13,849	15,331	12,817	38,000
Office Supplies	4,755	4,865	5,470	6,200
Operating Supplies	274,540	505,919	612,016	499,771
Repair & Maint Supplies	148,992	123,547	182,788	195,500
Dues & Subscriptions	25,088	19,851	6,955	22,450
Computer Equipment <\$2500	20,846	4,446	15,381	21,000
Machinery & Equipment <\$2500	7,918	8,673	9,699	22,100
TOTAL OPERATING	3,577,908	3,811,648	4,015,036	4,655,922
CAPITAL OUTLAY				
Computer Equipment >\$2500	3,708	20,202	-	13,500
Machinery & Equipment >\$2500	77,786	220,092	49,960	40,000
Vehicles & Rolling Stock	47,959	21,603	420,074	380,000
Buildings	1,664,074	4,080,251	1,045,124	5,110,000
Project Mach & Equip <\$2500	1,418	-	-	-
TOTAL CAPITAL OUTLAY	1,794,945	4,342,147	1,515,158	5,543,500
CAPITAL MAINTENANCE				
Project R&M Infrastructure	2,157,755	3,019,718	2,491,419	5,775,750
Project R&M Buildings	541,106	142,613	-	-
Project R&M Land Improvements	8,305	-	-	-
TOTAL CAPITAL MAINTENANCE	2,707,165	3,162,331	2,491,419	5,775,750
DEBT PAYMENTS				
Bond Principal Payment	1,491,465	1,513,383	1,715,778	1,745,030
Bond Interest Payment	470,921	479,299	463,648	430,900
Fees & Charges	267,296	283,106	290,281	290,281
TOTAL DEBT PAYMENTS	2,229,682	2,275,788	2,469,707	2,466,211
TRANSFERS OUT TO OTH				
Highway Users Tax Fund	50,000	50,000	50,000	50,000
TOTAL TRANSFERS OUT TO OTH	50,000	50,000	50,000	50,000
GRAND TOTAL	(1,378,541)	871,920	(3,639,910)	-

Wastewater

Staffing Detail

Administration

Title	2014	2015	2016	2017	2017 Estimated	
					Salary Range	
Director of Wastewater	1	1	1	1	99,859 -	122,049
Regulatory Compliance Specialist	1	1	1	1	74,749 -	91,354
WW Accounting Specialist	1	1	1	1	70,099 -	85,495
Administrative Technician	0.5	0.5	0.5	0.5	35,239 -	47,236
Total	3.5	3.5	3.5	3.5		

Collections

	2014	2015	2016	2017	2017 Estimated	
					Salary Range	
WW Collection Supervisor	1	1	1	1	58,144 -	71,026
Wastewater Utility Worker V	0	2	2	2	42,333 -	53,649
WW Utility Worker IV	9	7	7	7	40,437 -	51,260
WW Utility Worker/WW Utility Worker I/WW Utility Worker II / WW Utility Worker III	7	7	7	7	31,329 -	49,337
Total	17	17	17	17		

Engineering

	2014	2015	2016	2017	2017 Estimated	
					Salary Range	
WW Engineering Supervisor	1	1	1	1	66,470 -	81,190
Associate Engineer II WW	2	1	1	1	46,125 -	59,363
Associate Engineer I	0	1	1	1	42,333 -	53,649
Wastewater Data Technician	1	1	1	1	42,333 -	53,649
Wastewater Engineering Manager	0	0	0	1	89,846 -	109,844
Wastewater Inspector	1	1	1	1	42,333 -	53,649
	5	5	5	6		

Treatment Plant

	2014	2015	2016	2017	2017 Estimated	
					Salary Range	
WWTP Superintendent	1	1	1	1	82,290 -	100,592
WWTP Lab Supervisor	1	1	1	1	70,602 -	86,280
Assistant WWTP Superintendent	1	1	1	1	70,602 -	86,280
Pretreatment Manager	1	1	1	1	70,602 -	86,280
WW SCADA Coordinator	1	1	1	1	53,263 -	67,682
WW Operator A	5	5	5	5	52,222 -	65,280
Lab Pretreatment Specialist	0	0	2	2	44,762 -	56,774
Lab Analyst III	1	1	1	2	53,263 -	67,682
Lab Analyst II	1	1	2	2	47,650 -	60,485

Wastewater

Staffing Detail

Lab Analyst	1	1	1	0	-	
Pretreatment Specialist	1	1	1	1	43,651	55,362
WRF Worker/WRF Worker I/WRF Worker II/ WW Operator B	6	6	6	6	31,329	49,741
Assistant WWTP Operator C	1	1	1	1	34,676	43,492
WWTP Maintenance Mechanic	1	1	1	1	38,986	49,337
Senior WWTP Maintenance Mechanic	2	2	2	2	43,651	55,362
WWTP Inventory Control Specialist	0	0	1	1	43,651	55,362
WW Instrument & Controls Specialist	1	1	1	1	43,651	55,362
WW Electrical Specialist	1	1	1	1	43,651	55,362
Senior Clerk Typist	1	1	1	1	31,961	42,696
Total	27	27	31	31		
Department Total	52.5	52.5	56.5	57.5		

Capital Project Detail

Project No	Description	2017 Proposed
WWAN01	Small Main Rehab	1,800,000
WWAN03	Emergency Point Repair	500,000
WWAN05	Annual Manhole Rehab	500,000
WWAN06	Annual Sanitary Sewer Access Road Maint	250,000
WW1201	Arkansas River Crossing at Moffat	130,750
WW1402	Otero Blvd Extension	170,000
WW1503	Selenium Reduction	2,000,000
WW1602	Minnequa Lift Station	25,000
WW1705	Bessemer Ditch Crossing	400,000
WWAN04	WRF Rehab and Replacement	500,000
WW1203	WRF Electrical Upgrade	100,000
WW1403	Digester Cover Rehab	100,000
WW1701	Screw Pump Replacement	810,000
WW1702	Centrifuge/Polymenr Feed Replacement	2,400,000
WW1703	Aeration Improvements/Reg 85	1,200,000
	Contribution to Street Resurfacing (HUTF)	50,000
	Total	10,935,750

Internal Services

Purpose: The Internal Service Fund consists of the Self Insurance, Fleet Maintenance, and Technology Funds. The Internal Service Funds purpose is to provide insurance to City Departments, quality repair and maintenance of all city owned vehicles, and technology to ensure services are provided in an efficient manner.

Source of Revenue: The revenue generated for the Internal Service Fund primarily consists of charges paid by City Departments. Fleet Maintenance does provide some service to non-city owned vehicles.

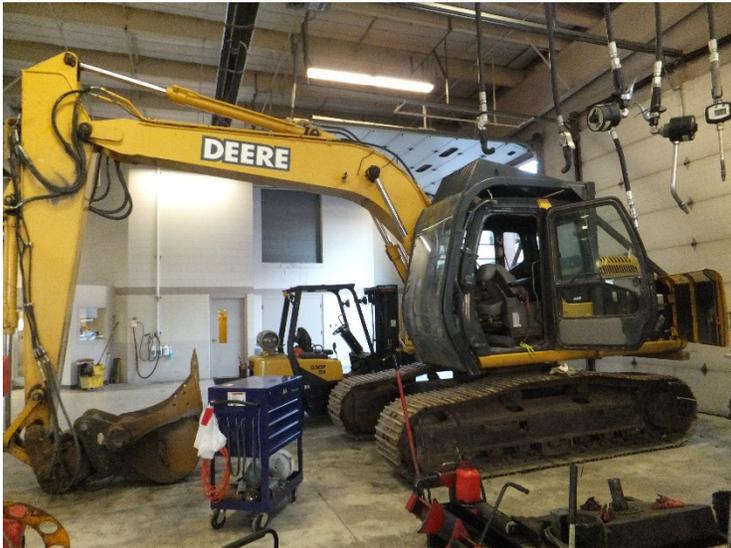
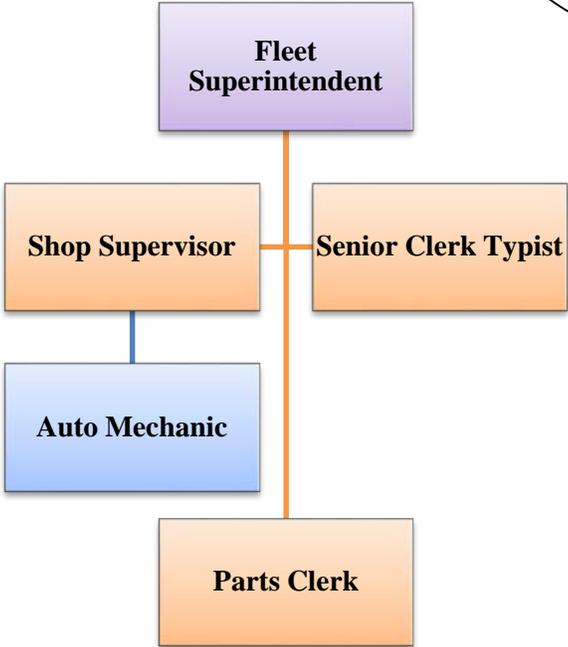
Designated Expenditure: The majority of expenditures are related to insurance, vehicle maintenance, and lease payments for the new telephone system for the City of Pueblo.

Budget Summary

	2014	2015	2016	2017
	Actual	Actual	Estimate	Proposed
Revenue				
Fleet Maintenance	2,447,136	2,110,898	2,527,845	2,820,000
Self-Insurance Fund	2,694,273	4,378,845	3,212,558	3,042,000
Technology Fund	116,500	116,500	233,000	182,046
Total Revenue	5,257,909	6,606,243	5,973,403	6,044,046
Expenditure				
Fleet Maintenance	2,357,171	2,076,555	2,326,442	2,820,000
Self-Insurance Fund	2,783,468	3,353,900	2,981,338	3,042,000
Technology Fund	90,949	104,340	147,006	182,046
Total Expenditure	5,231,588	5,534,795	5,454,786	6,044,046

Fleet Maintenance

Sam Ingo
Fleet Superintendent
300 E. D. St.
Pueblo, CO 81003
(719) 553-2335
singo@pueblo.us



Fleet Maintenance

Mission/Function

The mission of Fleet Maintenance is to provide quality vehicle repair and maintenance in a timely, cost-effective manner for 850 City and Outside Agency vehicles/equipment, as well as operate a car wash facility and monitor three automated fueling sites. Provide back up support when needed for the Police, Fire and Public Works Departments during emergencies.

Objectives

- Assist Purchasing with disposal of surplus vehicles and equipment
- Continue to assist City Departments in evaluating equipment needs
- Assist with specifications for vehicles/equipment to meet City Department requirements
- Standardize vehicle/equipment to reduce the amount of replacement parts inventory
- Purchase fuel futures contract
- Monitor fuel site inventories
- Accident Review Committee
- Explore clean green energy fuels

New Programs for 2017

- Investigate revenue sources for Fuel Farm Upgrades
- Develop and implement a vehicle/equipment replacement plan

Fleet Maintenance

Budget Detail

	2014 Actual	2015 Actual	2016 Estimate	2017 Proposed
CHARGES FOR SERVICES				
Billing	(2,246,682)	(1,912,784)	(2,366,212)	(2,660,000)
Billing To Other Agencies	(194,562)	(156,979)	(154,992)	(160,000)
Billing-Pooled Equipment	(1,530)	-	-	-
TOTAL CHARGES FOR SERVICES	(2,442,774)	(2,069,763)	(2,521,204)	(2,820,000)
OTHER REVENUE				
Loss Of Property Comp	-	(15,642)	-	-
Sale Of Surplus	(1,559)	(987)	(795)	-
Miscellaneous Revenue	(2,803)	(24,507)	(5,846)	-
TOTAL OTHER REVENUE	(4,362)	(41,135)	(6,641)	-
WAGES				
Administration Wages	145,271	146,718	146,718	149,640
General Service Wages	347,976	359,571	368,847	381,236
Temporary/Part Time Wages	255	-	-	10,790
Overtime	-	40	204	2,000
Sick/Vac/PH Sellback	6,532	6,832	6,855	4,000
Step-Up	-	34	-	-
Uniform/Shoe/Tool Allow	525	700	700	700
TOTAL WAGES	500,559	513,895	523,324	548,366
BENEFITS				
Pension - PERA	62,345	63,656	63,949	67,569
Health Insurance	142,685	140,527	138,689	143,062
Tool Reimbursement	2,996	2,977	2,862	3,000
Medicare Tax	6,663	6,807	6,907	7,237
Worker's Compensation	23,732	24,467	25,150	25,394
Uniform Cleaning	4,279	4,932	4,898	6,000
Other Payroll Expense	135	135	90	90
TOTAL BENEFITS	242,835	243,501	242,545	252,352
OPERATING				
Professional Services	2,513	544	1,140	3,000
Contract Services	29,477	27,365	31,608	37,800
Electricity	34,171	32,427	30,123	40,000
Utilities & Energy/Centurylink	20	63	96	100

Fleet Maintenance

Budget Detail

	2014 Actual	2015 Actual	2016 Estimate	2017 Proposed
Fleet Fuel	2,132	1,672	1,422	3,000
Fleet Repair	1,711	1,209	802	2,500
Repair & Maintenance	5,177	12,476	9,326	7,000
Rentals	3,269	3,292	2,975	3,300
Licenses, Permits & Fees	619	1,260	853	3,000
Inventory Over/Short	(788)	(2,597)	-	-
Postage	92	43	28	150
Telephones	3,606	3,477	5,876	6,200
Training & Education	28	-	-	800
Office Supplies	1,004	363	342	1,200
Operating Supplies	6,528	4,387	4,630	8,000
Repair & Maint Supplies	59	-	-	1,000
Dues & Subscriptions	2,981	2,556	3,330	4,000
Cost Of Merchandise	1,512,565	1,221,528	1,440,906	1,884,672
Computer Equipment <\$2500	-	415	-	500
Machinery & Equipment <\$2500	1,277	1,107	227	500
TOTAL OPERATING	1,606,442	1,311,586	1,533,683	2,006,722
CAPITAL OUTLAY				
Machinery & Equipment >\$2500	-	-	3,131	4,500
TOTAL CAPITAL OUTLAY	-	-	3,131	4,500
CAPITAL MAINTENANCE				
Project R&M Buildings	-	-	15,951	-
TOTAL CAPITAL MAINTENANCE	-	-	15,951	-
DEBT PAYMENTS				
Bond Principal Payment	4,916	5,287	5,666	6,071
Bond Interest Payment	2,419	2,286	2,142	1,989
TOTAL DEBT PAYMENTS	7,335	7,573	7,808	8,060
GRAND TOTAL	(89,964)	(34,344)	(201,401)	-

Fleet Maintenance

Staffing Detail

Title	2014	2015	2016	2017	2017 Estimated Salary Range
Fleet Superintendent	1	1	1	1	73,945 - 90,551
Shops Supervisor	1	1	1	1	59,385 - 72,534
Auto Mechanic	6	6	6	6	40,437 - 51,260
Parts Clerk	2	2	2	2	31,388 - 39,996
Senior Clerk Typist	1	1	1	1	31,961 - 42,696
Total	11	11	11	11	

Self-Insurance

Mission/Function

The Self-Insurance Fund is an Internal Service Fund used to receive payments from City Departments in return for insurance services provided to those Departments. The Self-Insurance Fund is an enterprise activity dedicated to providing services to other City Departments. The fund provides for payment of losses up to the City's self-insured retention limit and purchases re-insurance in the event of losses above that amount. This fund also purchases risk management services for the City in an effort to minimize losses. The major insurance programs in the fund are worker's compensation, property, and liability coverage.

Objective

Reduce the City's loss exposure

Budget Detail

	2014 Actual	2015 Actual	2016 Estimate	2017 Proposed
CHARGES FOR SERVICES				
Billing	(1,586,030)	(1,592,938)	(1,571,948)	(1,680,000)
TOTAL CHARGES FOR SERVICES	(1,586,030)	(1,592,938)	(1,571,948)	(1,680,000)
OTHER REVENUE				
Interest On Pooled Invest	(18,912)	(17,194)	(17,366)	-
Worker's Comp Reimburse	(160,992)	(267,465)	(287,630)	(80,000)
Loss Of Property Comp	-	(2,298)	(18,770)	-
Recoveries	(58,607)	(548,922)	(84,831)	(50,000)
Miscellaneous Revenue	(44)	(28)	(12)	-
TOTAL OTHER REVENUE	(238,555)	(835,907)	(408,610)	(130,000)
TRANSFERS IN				
From General Fund	(869,689)	(1,950,000)	(1,232,000)	(1,232,000)
TOTAL TRANSFERS IN	(869,689)	(1,950,000)	(1,232,000)	(1,232,000)
OPERATING				
Worker's Comp Insurance	2,400,372	2,148,261	1,710,703	1,864,000
Risk Management	68,619	68,619	77,196	60,000
General Comp & Liability	86,451	832,666	756,086	598,000
Unemployment Comp	69,556	59,020	51,848	120,000
Liab Ins Deduct Cov	158,470	245,334	385,505	400,000
TOTAL OPERATING	2,783,468	3,353,900	2,981,338	3,042,000
GRAND TOTAL	89,194	(1,024,945)	(231,219)	-

Technology

Mission/Function

Provide funding for the payment of principal, interest and fees on the new phone system and other technology items.

Objective

Improve the technology available to City staff to enhance the services provided to the citizens of Pueblo.

Budget Detail

	2014 Actual	2015 Actual	2016 Estimate	2017 Proposed
CHARGES FOR SERVICES				
Billing	(116,500)	(116,500)	(233,000)	(182,046)
TOTAL CHARGES FOR SERVICES	(116,500)	(116,500)	(233,000)	(182,046)
OPERATING				
Contract Services	8,452	31,677	12,435	3,000
Utilities & Energy/Centurylink	4,249	25,656	27,437	33,500
Service Contract	37,362	47,007	3,706	31,800
Telephones	30,135	-	-	3,000
Repair & Maint Supplies	-	-	7,683	15,000
TOTAL OPERATING	80,198	104,340	51,260	86,300
CAPITAL OUTLAY				
Machinery & Equipment >\$2500	10,751	-	-	-
TOTAL CAPITAL OUTLAY	10,751	-	-	-
DEBT PAYMENTS				
Bond Interest Payment	-	-	694	8,257
Lease Principal Payment	-	-	95,052	87,489
TOTAL DEBT PAYMENTS	-	-	95,746	95,746
GRAND TOTAL	(25,552)	(12,160)	(85,994)	-

Economic Development Tax

Purpose: Account for the voter approved one-half cent sales tax to be used for the development of job creating activities throughout the city.

Source of Revenue: A one-half cent sales tax is added to the city sales tax rate.

Designated Expenditure: Projects that are designed to increase economic development for the City of Pueblo.

Budget Summary

	2014 Actual	2015 Actual	2016 Estimate	2017 Proposed
Revenue				
413 Economic Development Tax	8,370,686	10,355,022	8,372,028	8,429,811
Total Revenue	8,370,686	10,355,022	8,372,028	8,429,811
Expenditure				
413 Economic Development Tax	4,784,775	3,434,483	5,089,013	8,429,811
Total Expenditure	4,784,775	3,434,483	5,089,013	8,429,811

HUD Grants

Purpose: The HUD Grants Fund consists of the Community Development Block Grant (CDBG), HOME Grant, Housing Rehabilitation Loans, and Housing Development Loan Fund (HDLF). HUD Grant's purpose is to increase home ownership, support community development and increase access to affordable housing. CDBG funds are primarily utilized for community development in low-income neighborhoods. The HOME Grant is used for homeowner assistance projects for qualified participants. The Housing Rehabilitation Loan Program accounts for the provision of loans to low income individuals for the purpose of rehabilitation.

Source of Revenue: The majority of revenue is derived from federal grants that are appropriated annually.

Designated Expenditure: Projects associated with home ownership for lower income families and improving the infrastructure of low-income neighborhoods.

Budget Summary

	2014 Actual	2015 Actual	2016 Estimate	2017 Proposed
Revenue				
250 Community Development Block Grant	1,339,384	1,061,586	1,057,773	1,337,916
251 HOME Grant	674,185	667,270	947,812	709,457
252 Housing Rehabilitation Loans	4,500	3,208	3,675	292,500
254 Housing Development Loan Fund	5,000	5,000	5,000	125,000
Total Revenue	2,023,069	1,737,064	2,014,260	2,464,873
Expenditure				
250 Community Development Block Grant	1,336,746	1,352,366	1,057,773	1,337,916
251 HOME Grant	936,295	848,940	947,812	709,457
252 Housing Rehabilitation Loans	4,500	3,208	-	292,500
254 Housing Development Loan Fund	-	-	-	125,000
Total Expenditure	2,277,541	2,204,514	2,005,585	2,464,873

Other Information

- Specific projects funded by these HUD revenues are authorized by a separate action of the City Council after public input is received

Intergovernmental

Purpose: The Intergovernmental Fund consists of the Highway User Tax Fund, Conservation Trust, and Federal Forfeiture funds. The Highway User Tax Fund accounts for distributions from the State of Colorado and Pueblo County to be used for operation and maintenance of streets and highways within the City. The Conservation Trust Fund accounts for the collection of revenues from the Colorado state lottery. The Federal Forfeiture fund accounts for moneys and other assets seized in law enforcement activity.

Source of Revenue: Funds are received from the state or federal government to be used for certain purposes stipulated within each fund. The Highway User Tax Fund revenue is based upon a formula that considers the number of vehicles registered and miles of streets within a municipality. The Conservation Trust Fund revenue is distributed by the Colorado Lottery, and is based upon population within a municipality. Federal Forfeiture revenues are derived from the disbursement of funds seized in state and federal narcotic law enforcement activity.

Designated Expenditure: The primary expenses are related to street resurfacing, capital projects, and supplements to police-related activities. The detail of the Conservation Trust (Lottery) Capital Projects and Highway User Tax Fund Projects can be found on the following page.

Budget Summary

	2014	2015	2016	2017
	Actual	Actual	Estimate	Proposed
Revenue				
210 Highway User Tax Fund	4,217,566	4,479,874	4,115,514	4,383,044
213 Conservation Trust	1,048,267	1,046,133	1,229,792	1,025,000
217 Federal Forfeiture	279,107	149,567	116,861	60,000
Total Revenue	5,544,940	5,675,574	5,462,167	5,468,044
Expenditure				
210 Highway User Tax Fund	3,588,175	4,114,292	3,370,792	4,383,044
213 Conservation Trust	1,044,999	888,560	986,668	1,025,000
217 Federal Forfeiture	255,190	348,772	85,781	60,000
Total Expenditure	4,888,364	5,351,624	4,443,241	5,468,044

Intergovernmental

Capital Project Detail

Project Number	Project Description	2017 Proposed
HU1402	E 8th St Bridge/Dry Creek (FASTER)	87,577
HU1403	Dillon Flyover Debt Commitment (FASTER)	199,742
HU1502	Main St and Union Bridge Overlay (FASTER)	290,000
HU1702	Union Ave Bridge Prescoping Report (FASTER)	160,000
HU1701	Traffic Signal Rebuild - Santa Fe and Mesa	285,000
HUAN01	Street Resurfacing	700,000
HUAN02	Curb and Gutter/Crosspan Replacement	72,860
HUAN04	Vehicle Purchases	163,000
	Total HUTF Projects	1,958,179
LT1115	Lake Restoration and Management	13,000
LT1205	Equipment Lease	199,665
LT1301	Equipment Purchases	110,000
LT1402	On Line Registration	30,000
LT1403	Play Equipment Renovations	75,000
LT1501	City Park Renovations	50,000
LT1702	River Trail Repair and Replace	20,000
LT1704	Tennis Court Renovation and Repairs	27,335
	Total CTF/Lottery Projects	525,000

Other Special Revenue

Purpose: Account for miscellaneous special revenues for which expenditures are restricted to specific purposes. The Pueblo Beautiful Endowment fund is used to account for the collection of gifts for the beautification of the city. The Mountain View Cemetery Endowment is used for gravesite maintenance at the City cemetery. The Contributions and Donations fund is for monies donated to the city for specific purposes. HARP Land Sales fund is used for development of land around HARP in downtown Pueblo.

Source of Revenue: Revenue is primarily received from grants, contributions, and donations that are stipulated for a certain purpose.

Designated Expenditure: Management fees for Mountain View Cemetery represent the majority of expenditures. All other expenditures will only occur on a need basis to satisfy the stated purpose of the fund.

Budget Summary

	2014 Actual	2015 Actual	2016 Estimate	2017 Proposed
Revenue				
220 Pueblo Beautiful Endowment	45	41	44	100
221 Mtn View Cemetery Endowment	4,578	8,209	7,872	122,000
223 Contributions & Donations	73,643	73,583	62,932	75,000
225 HARP Land Sales	431	393	-	54,000
Total Revenue	78,697	82,226	70,848	251,100
Expenditure				
220 Pueblo Beautiful Endowment	-	-	-	100
221 Mtn View Cemetery Endowment	60,000	60,270	120,963	122,000
223 Contributions & Donations	82,305	50,019	27,077	75,000
225 HARP Land Sales	-	-	-	54,000
Total Expenditure	142,305	110,289	148,040	251,100

Police Building

Purpose: The Police Building fund accounts for the construction of the new police building, police substations, and two fire stations.

Source of Revenue: Financing was from a voter approved payment in lieu of tax from Xcel Energy in the amount of \$13,000,000, as well as the issuance of Certificates of Participation for the remaining cost of the building. Federal and state grant funds were also used for the construction of the fire stations.

Designated Expenditure: Expenditures used for the construction of facilities as listed above.

Budget Summary

	2014	2015	2016	2017
	Actual	Actual	Estimate	Proposed
Revenue				
455 Police Building	10	10	5	-
Total Revenue	10	10	5	-
Expenditure				
455 Police Building	7	-	-	-
Total Expenditure	7	-	-	-

Other Information

- The City voters approved the use of \$17 million, including a \$13 million payment in lieu of taxes plus future property tax revenues to be received by the City, pursuant to an agreement with Xcel Energy resulting from their construction of a new power plant. The funds were used for the construction of a new police building, and the construction or relocation of the southwest fire station and the Minnequa fire station. Construction of the Police Building was completed in early 2010 and the southwest fire station was substantially complete in 2010. The Minnequa station was completed in 2012.

Public Improvements

Purpose: The Public Improvement Fund includes Police Grants, Transportation Grants, Planning Grants, and Transportation Planning Grants, along with the general Capital Improvement Fund. The purpose of the fund is to enhance the services provided by the City by utilizing the various federal and state grants that are available. Police Grants are used to provide and address additional public safety issues. The Transportation Grants are used to address the numerous transportation related projects in the City of Pueblo. The Planning Grants are used to acquire, enhance or maintain the parks and open space areas of the City. Transportation Planning Grants address any urban and regional transportation planning with the City of Pueblo. The Capital Improvement Fund is used for other capital projects that are funded by revenue sources other than state and federal grants. This fund accounts for capital projects, large and small, that occur throughout the City of Pueblo, except for those required to be reported in a capital project fund.

Source of Revenue: Revenues for the Public Improvement Fund are typically received from Federal and State Grants that may or may not require a match from the General Fund. Other major funding sources for public improvement projects are the Conservation Trust Fund (Lottery), General Fund, Highway Users Tax Fund, and interest derived from the Economic Development Tax Fund.

Designated Expenditure: The expenditures typically involve large-scale projects that enhance the City of Pueblo. A detail of the Public Improvement Projects may be found on the following page of this document.

Public Improvements

Budget Summary

	2014 Actual	2015 Actual	2016 Estimate	2017 Proposed
Revenue				
264 Police Grants	864,115	618,987	568,599	431,024
265 DOT Grants	4,506,162	7,797,591	6,234,456	-
260 Planning Grants	1,028,682	2,769,804	434,881	-
263 Transportation Planning	441,472	406,490	388,235	350,000
401 Capital Improvement Fund	672,550	2,730,875	3,069,352	925,000
Total Revenue	7,512,981	14,323,747	10,695,523	1,706,024
Expenditure				
264 Police Grants	750,307	619,824	568,599	431,024
265 DOT Grants	507,053	10,036,987	6,234,456	-
260 Planning Grants	812,470	4,745,733	434,881	-
263 Transportation Planning	441,472	406,490	388,235	350,000
401 Capital Improvement Fund	1,136,112	1,567,810	4,447,286	925,000
Total Expenditure	3,647,414	17,376,844	12,073,457	1,706,024

Capital Project Detail

Number	Project Description	Proposed
	Traffic Signal Upgrades	25,000
CI1701	Fuel Farm Repairs	50,000
CI1702	Fire System Software	350,000
CIAN12	Technology Upgrades	200,000
CIAN18	Grant Matches	150,000
CIAN20	City Building Repairs	150,000
	Total Capital Improvement Fund Projects	925,000

Special Charges

Purpose: The Special Charges Fund consists of the Southside Landfill Trust, E-911 Telephone, Solid Waste Service Charge, Sales Tax Collection Fee Fund, and Excess Court Fines. These funds are utilized for specific functions within the City of Pueblo.

Source of Revenue: Funds are primarily received from fees that are charged to customers that use the specific service. The solid waste service charge is \$.50 per cubic yard of waste surcharge on tipping fees at all solid waste disposal sites. The Sales Tax Collection Fee revenue is obtained from collection of the sales tax vendor fee of 3.3%. The Excess Court Fine revenue is derived from fines imposed by the Municipal Court which exceed \$300; any amount collected over the \$300 is considered an excess fine. The Southside Landfill Trust receives royalty fees from the private dump operator.

Designated Expenditure: The Southside Landfill Trust is used to accumulate resources relative to the post-closing costs of a portion of the Southside Landfill that is owned and operated by a private operator. The E-911 fees are restricted to operating and capital expenditures related to the 911 service provided by the city. The solid waste service charges are to be used for solid waste management and education. The resources accumulated in the Sales Tax Collection Fee are restricted to the operations and debt service of certain activities of the Pueblo Urban Renewal Authority. Excess court fines are used for graffiti removal and prevention programs.

Budget Summary

	2014 Actual	2015 Actual	2016 Estimate	2017 Proposed
Revenue				
235 Southside Landfill Trust	88,684	115,924	72,300	77,000
233 E-911 Telephone Charge	934,824	878,230	755,275	817,000
234 Solid Waste Service Charge	270,395	368,223	214,559	225,000
231 Sales Tax Collection Fee	1,714,189	1,840,348	1,942,372	2,050,000
232 Excess Court Fines	36,311	37,107	36,027	50,000
Total Revenue	3,044,403	3,239,832	3,020,533	3,219,000
Expenditure				
235 Southside Landfill Trust	-	-	-	77,000
233 E-911 Telephone Charge	948,031	1,207,609	770,929	817,000
234 Solid Waste Service Charge	200,000	400,000	225,000	225,000
231 Sales Tax Collection Fee	1,714,189	1,822,971	1,942,372	2,050,000
232 Excess Court Fines	12,157	8,494	5,230	50,000
Total Expenditure	2,874,377	3,439,074	2,943,531	3,219,000

Other Information

- Greater detail of E-911 fee revenue and expenditure is provided on Page H-10

Special Charges

E-911 Telephone Charges

Mission/Function

The E-911 Telephone Charge Fund is a Special Revenue Fund used to receive funds which are restricted by ordinance for the costs associated with the implementation, operation and maintenance of the 9-1-1 emergency telephone system. The 911 dispatch center is operated by the Pueblo Police Department, and funds are transferred as budgeted to the City's General Fund for allowable expenditures in that division of the Police Department. Income for this fund is derived through a monthly charge per phone line for all telephone lines within the City. This charge was raised from 40 cents per line to 70 cents per line during 2006, with the purpose of upgrading the technology and equipment utilized by the 911 emergency response systems.

Objectives

- Improve the quality of service provided by the dispatch center, as well as to upgrade and maintain technology and equipment utilized by the 911 emergency response systems.

Budget Summary

	2014	2015	2016	2017
	Actual	Actual	Estimate	Proposed
Revenue				
E-911 Telephone Fee	925,881	873,314	750,212	750,000
Interest Income	8,943	4,916	5,063	2,000
Fund Balance Reserves	-	-	15,654	65,000
Total Revenue	934,824	878,230	770,929	817,000
Expenditure				
Transfer to General Fund	508,926	752,000	452,000	517,000
Transfer to Debt Service	300,000	300,000	300,000	300,000
Operating Supplies	-	5,275	-	-
Computer Equipment	139,104	150,334	18,929	-
Total Expenditure	948,030	1,207,609	770,929	817,000

Special Districts

Purpose: Account for and provide the maintenance of certain public infrastructure for entities within their district.

Source of Revenue: Southpointe and Bandera Boulevard Special Improvement Maintenance Districts derive their respective revenue by imposing an additional property tax mill levy on all residents within their district. The North Gateway Business Improvement District (BID) is to be utilized for public improvements within its district. The North Gateway BID is located at the new Pueblo Crossing shopping center. A Public Improvement Fee is imposed by the retailers located within the North Gateway Business Improvement District on all sales within the district. Revenue collected from this fee is restricted for the construction of certain additional public improvements within the district.

Designated Expenditure: Maintenance and public improvements within each of the districts.

Budget Summary

	2014	2015	2016	2017
	Actual	Actual	Estimate	Proposed
Revenue				
293 Southpointe SIMD	19,173	20,588	19,441	30,300
290 Bandera SIMD	20,826	21,762	22,894	94,406
291 North Gateway BID	224,495	218,994	206,299	260,000
292 North Gateway PIF	226,770	211,427	217,770	260,000
Total Revenue	491,264	472,771	466,404	644,706
Expenditure				
293 Southpointe SIMD	13,835	16,974	15,452	30,300
290 Bandera SIMD	34,501	19,851	18,734	94,406
291 North Gateway BID	224,557	219,031	206,299	260,000
292 North Gateway PIF	226,770	211,427	217,770	260,000
Total Expenditure	499,663	467,283	458,255	644,706

Stimulus Grants

Purpose: The Stimulus Grants Fund consists of grants received from the Federal government for the purpose of stimulating the struggling economy. In 2008, the Housing Economic Recovery Act (HERA) was enacted by Congress to provide funding to the collapsing housing markets across the country. In early 2009, the American Recovery and Reinvestment Act (ARRA) was also passed by Congress to provide funding for various types of projects and programs with the purpose of creating jobs and stimulating the economy.

Source of Revenue: Revenues are derived from the federal grants that were appropriated under ARRA and HERA.

Designated Expenditure: Projects are varied and are strictly defined under the provisions of each federal grant award and contract.

Budget Summary

	2014 Actual	2015 Actual	2016 Estimate	2017 Proposed
Revenue				
240 ARRA Grants	-	-	-	-
241 HERA Grants	372,792	44,419	31,611	-
Total Revenue	372,792	44,419	31,611	-
Expenditure				
240 ARRA Grants	-	-	-	-
241 HERA Grants	372,792	9,296	31,611	-
Total Expenditure	372,792	9,296	31,611	-

CITY OF PUEBLO

BUDGET GLOSSARY

The following glossary provides definitions of various terms used in budgeting and financial reporting. The following abbreviations are used throughout the glossary:

AICPA	American Institute of Certified Public Accountants
FASB	Financial Accounting Standards Board
GAAP	Generally accepted accounting principles
GAAS	Generally accepted auditing standards
GAGAS	Generally accepted government auditing standards
GASB	Governmental Accounting Standards Board
IGAS	Interpretation of the Governmental Accounting Standards
NCGA	National Council on Governmental Accounting
SAS	Statement on Auditing Standards
SGAC	Statement of Governmental Accounting Concepts
SGAS	Statement of Governmental Accounting Standards

Accountability: Being obliged to explain one's actions, to justify what one does. Governmental accountability is based on the belief that the citizenry has a "right to know," a right to receive openly declared facts that may lead to public debate by the citizens and their elected representatives. [SGAC 1]

Activity: A specific and distinguishable service performed by one or more organizational components of a government to accomplish a function for which the government is responsible (e.g., police is an activity within the *public safety* function).

Agency funds: One of four types of fiduciary funds. Agency funds are used to report resources held by the reporting government in a purely custodial capacity (assets equal liabilities). Agency funds typically involve only the receipt, temporary investment, and remittance of fiduciary resources to individuals, private organizations, or other governments. [SGAS 34]

Appropriated budget: The expenditure authority created by the appropriation ordinances that are signed into law and related estimated revenues. The appropriated budget would include all reserves, transfers, allocations, supplemental appropriations, and other legally authorized legislative and executive changes. [NCGA Interpretation 10]

Assessed valuation: A valuation set upon real estate or other property by the Pueblo County Assessor as a basis for levying taxes.

Basis of accounting: The timing of recognition, that is, when the effects of transactions or events should be recognized for financial reporting purposes. For example, the effects of transactions or events can be recognized on an accrual basis (that is, when the transactions or events take place), or on a cash basis (that is, when cash is received or paid). Basis of accounting is an essential part of measurement focus because a particular timing of recognition is necessary to accomplish a particular measurement focus. [SGAS 11]

CITY OF PUEBLO

BUDGET GLOSSARY

Budgetary basis of accounting: The method used to determine when revenues and expenditures are recognized for budgetary purposes.

Business-type activities: One of two classes of activities reported in the government-wide financial statements. Business-type activities are financed in whole or in part by fees charged to external parties for goods or services. These activities are usually reported in enterprise funds. [SGAS 34]

Capital and related financing activities: Term used in connection with cash flows reporting. Capital and related financing activities include (a) acquiring and disposing of capital assets used in providing services or producing goods, (b) borrowing money for acquiring, constructing, or improving capital assets and repaying the amounts borrowed, including interest, and (c) paying for capital assets obtained from vendors on credit. [SGAS 9]

Capital assets: Land, improvements to land, easements, buildings, building improvements, vehicles, machinery, equipment, works of art and historical treasures, infrastructure, and all other tangible or intangible assets that are used in operations and that have initial useful lives extending beyond a single reporting period. [SGAS 34]

Capital projects fund: Fund type used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds and trust funds). [NCGA Statement 1]

Connection fees: Fees charged to join or to extend an existing utility system. Often referred to as *tap fees* or *system development fees*.

Consistency: The principle according to which once an accounting principle or reporting method is adopted, it will be used for all similar transactions and events. The concept of consistency in financial reporting extends to many areas such as valuation methods, basis of accounting, and determination of the financial reporting entity. [SGAC 1]

Cost-reimbursement basis: Term used in connection with internal service funds. The setting of charges so that costs are systematically recovered on a break-even basis over time.

Debt service fund: Governmental fund type used to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest. [NCGA Statement 1]

Deferred revenue: Resource inflows that do not yet meet the criteria for revenue recognition. Unearned amounts are always reported as deferred revenue. In governmental funds, earned amounts also are reported as deferred revenue until they are available to liquidate liabilities of the current period.

Designated unreserved fund balance: Management's intended use of available expendable financial resources in governmental funds reflecting actual plans approved by the government's

CITY OF PUEBLO

BUDGET GLOSSARY

senior management. Expressed another way, designations reflect a government's self-imposed limitations on the use of otherwise available expendable financial resources in governmental funds.

Developer fees: Fees charged to developers to cover, in whole or in part, the anticipated cost of improvements that will be necessary as a result of the development (e.g., parks, sidewalks).

Effectiveness: Term used in connection with the evaluation of internal controls and performance measurement. The degree to which an entity, program, or procedure is successful at achieving its goals and objectives.

Efficiency: Term used in connection with the evaluation of internal controls and performance measurement. The degree to which an entity, program, or procedure is successful at achieving its goals and objectives with the least use of scarce resources. Efficiency necessarily presupposes effectiveness.

Encumbrances: Commitments related to unperformed (executory) contracts for goods or services. [NCGA Statement 1]

Enterprise fund: Proprietary fund type used to report an activity for which a fee is charged to external users for goods or services. [SGAS 34]

Fiduciary funds: Funds used to report assets held in a trustee or agency capacity for others and which therefore cannot be used to support the government's own programs. The fiduciary fund category includes pension (and other employee benefit) trust funds, investment trust funds, private-purpose trust funds, and agency funds. [SGAS 34]

Financial Accounting Standards Board (FASB): The authoritative accounting and financial reporting standard-setting body for business enterprises and not-for-profit organizations. The FASB is the direct successor of the Committee on Accounting Procedure and the Accounting Principles Board. The GASB and its predecessors have elected to apply a number of the FASB's standards, as well as those of its predecessors, to state and local governments.

Financial resources: Resources that are or will become available for spending. Financial resources include cash and resources ordinarily expected to be converted to cash (e.g., receivables, investments). Financial resources also may include inventories and prepaids (because they obviate the need to expend current available financial resources).

Function: A group of related activities aimed at accomplishing a major service or regulatory program for which a government is responsible (e.g., *public safety*).

Fund: A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, that are segregated for the purpose of carrying on specific activities or

CITY OF PUEBLO

BUDGET GLOSSARY

attaining certain objectives in accordance with special regulations, restrictions, or limitations. [NCGA Statement 1]

Fund balance: The difference between assets and liabilities reported in a governmental fund.

Fund classifications: One of the three categories (governmental, proprietary, and fiduciary) used to classify fund types.

Fund type: One of 11 classifications into which all individual funds can be categorized. Governmental fund types include the general fund, special revenue funds, debt service funds, capital projects funds; and permanent funds. Proprietary fund types include enterprise funds and internal service funds. Fiduciary fund types include pension (and other employee benefit) trust funds, investment trust funds, private-purpose trust funds, and agency funds.

GASB: Governmental Accounting Standards Board. GASB establishes standards for state and local governmental accounting and financial reporting.

General fund: The general fund is one of five governmental fund types and typically serves as the chief operating fund of a government. The general fund is used to account for all financial resources except those required to be accounted for in another fund. [NCGA Statement 1]

General revenues: All revenues that are *not* required to be reported as program revenues. All taxes, even those that are levied for a specific purpose, are general revenues and should be reported by type of tax—for example, sales tax, property tax, franchise tax, and income tax. All other non-tax revenues (including interest, grants, and contributions) that do not meet the criteria to be reported as program revenues should also be reported as general revenues. [SGAS 34]

Governmental activities: Activities generally financed through taxes, intergovernmental revenues, and other non-exchange revenues. These activities are usually reported in governmental funds and internal service funds. [SGAS 34]

Governmental funds: Funds generally used to account for tax-supported activities. There are five different types of governmental funds: the general fund, special revenue funds, debt service funds, capital projects funds, and permanent funds.

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

Improvement: An addition made to, or change made in, a capital asset, other than maintenance, to prolong its life or to increase its efficiency or capacity. The cost of the addition or change is added to the book value of the asset.

CITY OF PUEBLO

BUDGET GLOSSARY

Indirect expenses: Expenses that cannot be specifically associated with a given service, program, or department and thus, cannot be clearly associated with a particular functional category. [SGAS 34]

Infrastructure: Long-lived capital assets that normally are stationary in nature and normally can be preserved for a significantly greater number of years than most capital assets. Examples of infrastructure assets include roads, bridges, tunnels, drainage systems, water and sewer systems, dams, and lighting systems. [SGAS 34]

Internal service funds: Proprietary fund type that may be used to report any activity that provides goods or services to other funds, departments, or agencies of the primary government and its component units, or to other governments, on a cost-reimbursement basis. [SGAS 34]

Major fund: A governmental fund or enterprise fund reported as a separate column in the basic fund financial statements. The general fund is always a major fund. Otherwise, major funds are funds whose revenues, expenditures /expenses, assets, or liabilities (excluding extraordinary items) are at least 10 percent of corresponding totals for all governmental or enterprise funds and at least 5 percent of the aggregate amount for all governmental and enterprise funds for the same item. Any other government or enterprise fund may be reported as a major fund if the government's officials believe that fund is particularly important to financial statement users. [SGAS 34]

Matching requirement: A requirement that grant recipients contribute resources to a program that equal or exceed a predetermined percentage of amounts provided by the grantor.

Modified accrual basis of accounting: Basis of accounting according to which (a) revenues are recognized in the accounting period in which they become available and measurable and (b) expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable, except for unmatured interest on general long-term debt and certain similar accrued obligations, which should be recognized when due. [NCGA Statement 1]

Number of funds principle: The principle that only the minimum number of funds consistent with legal and operating requirements should be established, since unnecessary funds result in inflexibility, undue complexity, and inefficient financial administration. [NCGA Statement 1]

Object: A term used in connection with the classification of expenditures. The article purchased or the service obtained, rather than the purpose for which the article or service was purchased or obtained (e.g., *personal services, contractual services, materials and supplies*).

Passenger facilities charges (PFCs): A fixed fee authorized by the Federal Aviation Administration that airports may impose on each departing passenger for use in eligible construction projects or for related debt service. This charge is collected by whoever sells the ticket and then remitted to the airport.

CITY OF PUEBLO

BUDGET GLOSSARY

Pass-through grants: Grants and other financial assistance received by a governmental entity to transfer to or spend on behalf of a secondary recipient. [SGAS 24]

Payment in lieu of taxes: A payment that a property owner not subject to taxation makes to a government to compensate it for services that the property owner receives that normally are financed through property taxes.

Program: Group activities, operations or organizational units directed to attaining specific purposes or objectives.

Program revenue: Term used in connection with the government-wide statement of activities. Revenues that derive directly from the program itself or from parties outside the reporting government's taxpayers or citizenry, as a whole; they reduce the net cost of the function to be financed from the government's general revenues. [SGAS 34]

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.

Re-appropriation: The inclusion of a balance from the prior year's budget as part of the budget of the subsequent fiscal year. Reappropriation is common for encumbrances outstanding at the end of a fiscal year that a government intends to honor in the subsequent fiscal year.

Reserved fund balance: The portion of a governmental fund's net assets that is not available for appropriation.

Special assessment: A compulsory levy made against certain properties to defray all or part of the cost of a specific capital improvement or service deemed to benefit primarily those properties.

Special revenue fund: A governmental fund type used to account for the proceeds of specific revenue sources (other than for major capital projects) that are legally restricted to expenditure for specified purposes. [NCGA Statement 1]

System development fees: Fees charged to join or to extend an existing utility system. Also referred to as *tap fees* or *connection fees*.

Tap fees: Fees charged to join or to extend an existing utility system. Also referred to as *system development fees* or *connection fees*.

Tax-increment financing: Financing secured by the anticipated incremental increase in tax revenues, resulting from the redevelopment of an area.

CITY OF PUEBLO

BUDGET GLOSSARY

Undesignated unreserved fund balance: Available expendable financial resources in a governmental fund that are not the object of tentative management plans (i.e., designations).