City of Wheat Ridge

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NATIONAL CIVIC LEAGUE

2022 ANNUAL BUDGET

GOVERNMENT FINANCE OFFICERS ASSOCIATION

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Colorado

For the Fiscal Year Beginning

January 01, 2021

Christopher P. Morrill

Executive Director

CITY OF WHEAT RIDGE
PROPOSED ANNUAL BUDGET
January 1 – December 31
Fiscal Year 2022

ELECTED OFFICIALS

From upper left to right:
Mayor: Bud Starker; **Treasurer:** Christopher Miller; **City Clerk:** Steve Kirkpatrick
District I: Judy Hutchinson, Janeece Hoppe; **District II:** Rachel Hultin, Scott Ohm
District III: Korey Stites, Amanda Weaver; **District IV:** Valerie Nosler Beck, Leah Dozeman

CITY OF WHEAT RIDGE, COLORADO
ANNUAL BUDGET
Prepared by the Budget Staff

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Patrick Goff

Administrative Services Director
Allison Scheck

Police Chief
Chris Murtha

Director of Parks and Recreation
Karen O'Donnell

Director of Public Works
Greg Knudson

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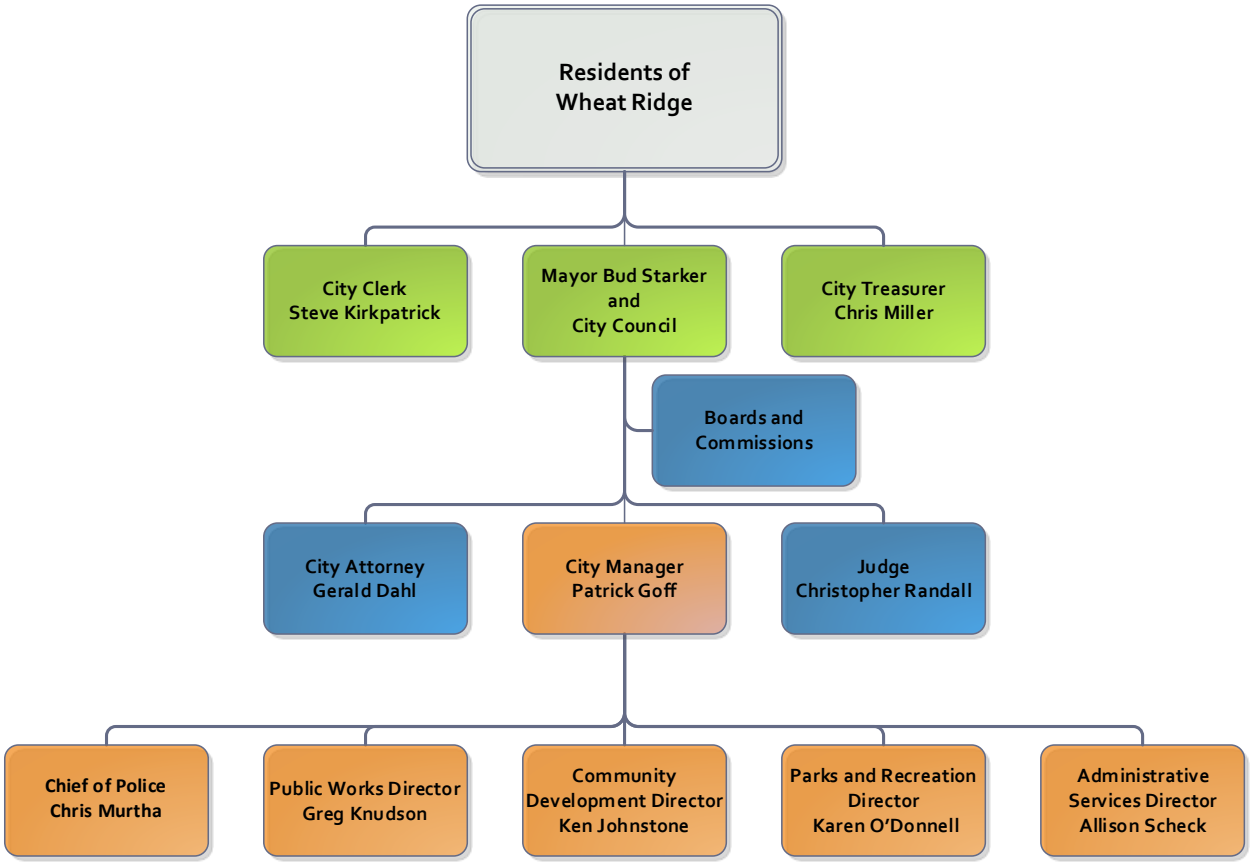
CITY OF WHEAT RIDGE



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Budget Message

October 11, 2021

Dear Mayor and Councilmembers:

I'm pleased to present to the Mayor and City Council the 2022 Adopted Budget. This Budget provides the framework for providing services and programs to the residents of Wheat Ridge for the year 2022, based on the delivery of core services and priorities identified in the City Council Strategic Plan.

WHEAT RIDGE 2035 VISION TOPICS AND SMART GOALS

The Mayor, City Council, and staff work together periodically to develop and update a strategic plan that includes a vision, goals, and priorities. City Council met in the spring of 2017 and developed an updated Vision 2035 to include Vision Topics and Smart Goals. In addition, City Council met in early 2021 and agreed upon the following eight strategic priorities for staff to focus their efforts in 2021 and 2022. Staff used the vision topics and strategic priorities to guide the development of and prioritize projects for the 2022 Budget.

Vision Topics:

1. Wheat Ridge is an attractive and inviting City
2. Wheat Ridge is a community for families
3. Wheat Ridge has great neighborhoods
4. Wheat Ridge has a choice of economically viable commercial areas
5. Wheat Ridge has diverse transportation
6. Wheat Ridge is committed to environmental stewardship
7. Wheat Ridge residents enjoy an active, healthy lifestyle
8. Wheat Ridge residents are proud of their hometown

Strategic Priorities:

1. New efforts of engagement in government
2. Implement bulk plane in all residential zone districts
3. Re-examine/advance sidewalks on 38th Avenue
4. Review the vision, mission, and funding of Localworks
5. Streamline permit processes
6. Commercial corridor code review
7. Policy on non-conforming accessory dwelling units (ADUs)
8. Develop solutions and work with partners to address homelessness

OVERALL SUMMARY

The total 2022 Adopted Budget, including the General Fund, two capital funds, seven special revenue funds, and the 2E Investing 4, the Future Bond Fund, is $82,122,303. The Budget is based on projected revenues of $78,659,532. The beginning fund balance for 2022 is projected at $30,052,883, which brings

the total available funds to $108,712,415. This will provide for a projected ending fund balance of $26,590,112.

General Fund	$44,169,781
Capital Improvement Program (CIP) Fund	$21,763,305
RWR Bond Projects Fund	$5,900,000
Special Revenue Funds	$6,405,134
2E Investing 4 the Future Bond Fund	$3,884,083
Total	$82,122,303

Changes from Proposed Budget

At the September 20, 2021 Study Session, City Council provided staff with consensus to bring the proposed budget forward to public hearing and adoption with the following change:

Allocate $3,500 for school outreach funding in the Legislative Services (102) account. Between producing the proposed budget and the study session, staff received the initial 2022 property casualty insurance quote and learned that it is less than budgeted. Therefore, $3,500 was moved from Central Charges account (01-610-700-781) to Legislative Services (01-102-700-780). This transfer is between two cost centers within the General Government section of the budget and does not change the total budget.

General Fund

General Fund revenue is projected at $48,069,108, which is a 4.8% increase compared to 2021 year-end estimated revenues and a 26.4% increase compared to the original 2021 budget. In addition, the beginning fund balance for 2022 is projected at $17,271,544, which brings the total available funds for the General Fund to $65,340,652.

General Fund expenditures total $44,169,781, excluding transfers. General Fund expenditures represent an 8.0% increase compared to the adjusted 2021 Budget. The ending fund balance for the General Fund is projected at $13,675,426, of which $11,042,057 (25% of operating expenditures) is considered unrestricted. The City's financial policies require that the City maintain a minimum unrestricted fund balance of at least two months or approximately 17% of its General Fund operating expenditures, as recommended by the Government Finance Officers Association and that the City will annually target to maintain a 25% unrestricted fund balance percentage level as part of its annual budget process.

Capital Improvement Program (CIP) Fund

CIP Fund revenue is projected at $20,871,343 ($6,995,445 transferred from the General Fund), which is a 46.6% increase compared to 2021 estimated revenue, mostly due to an increase in transfers from the General Fund, which can be attributed to the building use tax received from the SCL Lutheran campus development. In addition, the beginning fund balance for 2022 is projected at $3,314,369, which brings the total available funds for the CIP Fund to $24,185,712.

CIP expenditures total $21,763,305, which is a 46.1% increase compared to the adjusted 2021 Budget. This will provide for a projected ending fund balance of $2,422,407.

The Adopted 2022 CIP budget includes the following projects:

- $15.6 million for construction of the first phase of the Improve Wadsworth project
- $3 million for street preventative maintenance, primarily on 29th Avenue and Youngfield Street
- $1.2 million for reconstruction and repavement of Recreation Center parking lot
- $500,000 for maintenance to the 44th Avenue bridge over Clear Creek
- $248,189 for City Hall improvements
- $200,000 for storm sewer improvements
- $175,000 for Parks and Forestry building improvements
- $150,000 for City-wide roadway striping maintenance
- $150,000 for replacement of the Recreation Center roof
- $100,000 for the City's Neighborhood Traffic Management Program (NTMP)
- $100,000 for a traffic signal master plan
- $85,000 for master gateway signage plan and new signage
- $80,000 to construct a sidewalk in a gap along Marshall Street to Clear Creek Trail
- $50,000 for City-wide ADA infrastructure improvements
- $40,000 for bicycle lanes on Harlan Street between 32nd and 38th Avenues
- $30,000 to update the Lena Gulch Master Plan
- $25,000 to update the Clear Creek Master Plan
- $25,000 for street lighting at Ridge Road and Quail Street

Renewal Wheat Ridge Bond Projects Fund

In June 2021, Renewal Wheat Ridge (RWR) adopted Resolution 17-2021, authorizing the issuance of bonds to be used for public improvements within the I-70/Kipling Corridor Urban Renewal Plan Area. RWR anticipates issuing the bonds in November 2021 in the net amount of approximately $35 million for public improvements and $6.375 million to retire a RWR bank loan for the Clear Creek Crossing project. This Budget establishes a new fund for the City's project expenditures associated with the bonds. Funds will be transferred into the Fund from RWR as contracts are awarded. Please see the Renewal Wheat Ridge Bonds Project section of the Budget for detailed information.

The adopted 2022 Budget includes $5.9 million in revenues from the bonds and $5.9 million in expenditures for the following projects:

- $750,000 for professional design and engineering services for enhancements to the I-70/32nd Avenue interchange and the Youngfield Street corridor
- $1.0 million to reconstruct the 38th Avenue/Kipling Street intersection for vehicular and pedestrian safety improvements
- $4.15 million for the reconstruction of 52nd Avenue, Tabor Street, and Ridge Road surrounding the G-Line commuter rail station; final design for a pedestrian bridge over the commuter rail tracks and final design for a multi-use trail from the bridge to the I-70 Frontage Road

The future RWR Bond Projects Fund includes the construction of enhancements to the I-70/32nd Avenue interchange and Youngfield Street corridor; maintenance improvements to the Youngfield Street over Clear Creek; final design, engineering, and construction of enhancements to the I-70/Kipling Street interchange; and construction of the pedestrian bridge and multi-use trail at the G-Line commuter rail station. RWR will use the remaining project funds for public improvements at the Golds Market at 26th and Kipling and for other miscellaneous urban renewal projects in the Plan Area.

Special Revenue Fund – Open Space

Open Space revenue is projected at $3,812,006, which is a 63% increase compared to the 2021 estimated revenue. The large increase is primarily due to a future reimbursement from the Jefferson Council School District for their portion of The Green project. The beginning fund balance for 2022 is projected at $2,914,579, which brings the total available funds for the Open Space Fund to $6,726,585.

Open Space projects for 2022 include:

- The Green project on 38th Avenue
- Reconstruction of Panorama Park tennis courts
- Clear Creek Trail improvements
- Outdoor fitness court
- Open space and park maintenance projects
- Peaks to Plains strategic plan

Funding is also appropriated for seven parks maintenance and two forestry employees. Open Space expenditures total $5,375,079, which is a 34% increase compared to the adjusted 2021 Budget. This will provide a projected ending fund balance of $1,351,506, of which $1,043,161 is restricted to park and trail improvements at the Wheat Ridge Ward station area.

The future five-year Open Space Budget proposes the continuation of miscellaneous open space improvements, Stites Park irrigation improvements, Anderson Park playground replacement, Phase III of Prospect Park improvements, and funding for Parks employees.

Special Revenue Fund – Conservation Trust

Conservation Trust revenue is projected at $351,111, which is a very slight decrease compared to the 2021 estimated revenue. In addition, the beginning fund balance for 2022 is projected at $380,771, which brings the total available funds for the Conservation Trust Fund to $731,882.

Conservation Trust projects for 2022 include:

- Recreation facilities maintenance projects
- Resurface of tennis and basketball courts
- Improvements to the median at 50th and Kipling
- Replacement of playground at Apel Bacher Park

Conservation Trust expenditures total $367,500, which is a 59% decrease compared to the adjusted 2021 Budget. This will provide for a projected ending fund balance of $364,382.

The future five-year Conservation Trust Budget proposes to provide funds for recreation facilities maintenance needs, parks maintenance projects, resurfacing of tennis/basketball courts, and other facility improvements.

Special Revenue Funds – Other

Several other Special Revenue Funds are also included in this Budget to track revenues and expenditures that are designated by law to be used for specific purposes or are used to simplify the budgeting process. Those funds include Public Art, Police Investigation, Municipal Court, Equipment Replacement,

and Crime Prevention/Code Enforcement. Detailed revenue and expenditure information for these funds can be found in the Special Revenue Funds, and the Line Item Accounts sections of the Budget.

2E Investing 4 the Future Fund

The 2E Investing 4 the Future Fund was created in 2017 as a special fund to account for the 2E bond and debt activity. 2022 revenues from the temporary 0.5% sales and use tax and interest are projected at $5,672,366. In addition, the beginning fund balance for 2022 is projected at $5,455,875, which brings the total available funds for the 2E Fund to $11,128,241.

2E Fund expenditures total $3,884,083, of which, $3,499,300 is designated for debt service on the 2E bonds. This will provide for a projected ending fund balance of $7,244,158. The only project expense budgeted for 2022 is $384,783 for public art for the Improve Wadsworth project. A detailed explanation of the status of each project is included in the 2E section of this Budget.

SHORT-TERM FISCAL CHALLENGES/OPPORTUNITIES

Sales Tax and General Fund Revenue

The 2021 estimated and 2022 adopted budgets project significant increases in revenue growth. Sales tax, the City's largest revenue source, is projected to increase by 8.0% in 2021 compared to 2020 year-end sales tax revenues and increase by 9.3% compared to the 2021 adopted budget. The 2022 sales tax revenues are projected to increase by 4.5% compared to the 2021 year-end estimate and increase by 14.2% compared to the 2021 adopted budget.

Overall, total General Fund revenue for 2022 is projected to increase by 4.8% compared to 2021 year-end estimated revenue and increase by 32.5% compared to the original 2021 budget. The increase in 2022 revenues compared to the 2021 year-end estimates is largely due to an increase in revenue from sales tax, Recreation Center fees, lodgers' tax, and American Rescue Plan Act funding.

Parks and Recreation fee revenue took the biggest hit due to the COVID-19 pandemic and the public health restrictions imposed upon the City. Because of social distancing requirements, many normal recreation activities had to be significantly curtailed or outright canceled in 2020 and 2021, including the opening of the outdoor pool in 2020. Staff is projecting a near full return to normal activities in 2022. Total Parks and Recreation fee revenue in 2021 is estimated to increase only slightly by 12% compared to 2020 year-end revenue. 2022 revenue is projected to rebound by about 146%, compared to 2021, back to pre-pandemic revenue levels.

American Rescue Plan Act

President Biden signed into law the American Rescue Plan Act (ARPA) on March 11, 2021. ARPA provides $1.9 trillion in additional relief to respond to the impacts of COVID-19. The City of Wheat Ridge will receive a total of $7,873,279.72, half of which has already been received, and the other half will be received in 2022. All funds must be encumbered by December 31, 2024, and spent by December 31, 2026, which gives the City ample time to strategically develop a spending plan. The United States Department of Treasury has determined eligible uses of the ARPA funding, which include the following broad categories:

- Support public health expenditures
- Address negative economic impacts caused by the public health emergency

- Replace lost public sector revenue
- Provide premium pay for essential workers
- Invest in water, sewer, and broadband infrastructure

The City has hired CliftonLarsonAllen (CLA) LLP to assist staff with interpreting the Department of Treasury's Interim Final Rules and guidance for spending the ARPA funds. Therefore, minimal ARPA funding has been expended in 2021 and is adopted for appropriation in the 2002 Budget.

The City's spending plan for these funds is as follows:

ARPA Eligible Expenditures	**2021**	**2022**
Address negative economic impacts caused by the public health emergency	$178,915	$308,596
	COVID-related sanitation, PPE, employee vaccine incentives, teleworking technology, CLA consulting	COVID-related sanitation, PPE, teleworking technology, CLA consulting, homeless navigation activities

This ARPA funding will be recognized as revenue as it is expended. Therefore, the 2021 Budget will include $178,915 in revenue, and the 2022 Budget will include $308,596 in revenue from ARPA. The remaining funding received from the Federal Government will remain on a balance sheet until it is expended and therefore will not be included in General Fund reserves.

Redevelopment Projects

The Clear Creek Crossing project experienced some delays in 2020 due to the COVID-19 pandemic. However, a 300-unit residential development and a fueling station/convenience store have both been completed, and the Foothills Credit Union corporate offices are under construction. The developer is well underway in 2021 with a leasing plan for additional tenants, including residential, fitness, retail, hospitality, and entertainment. SCL Health broke ground in the summer of 2021, and construction has started on a state-of-the-art hospital with an anticipated opening date in the fall of 2024. Building use tax revenue from the construction of the new hospital is estimated at approximately $8.0 million in 2021 and 2022. This one-time revenue will allow the 2022 Budget to maintain a 25% undesignated fund balance, to transfer $500,000 to the Equipment Replacement Fund for the future purchase of police radios and an enterprise financial management system, and transfer approximately $7.0 million to the CIP Fund for capital projects. Other than minor revenue estimates for Kum & Go, no new sales tax revenue from this project is included in the 2022 budget.

The Longs Peak Metropolitan District (LPMD) anticipates it will reimburse the City $507,038 for the environmental assessment expense the City incurred over the last several years, as well as approximately $10 million in construction costs for the I-70 hook ramp project in November 2021. Once the project is fully built out, sales tax, lodging, admissions, and use tax revenue is projected to total $1.8

million annually. None of these reimbursements or new revenues have been included in the 2022 Budget.

The anchor tenant at the Corners at Wheat Ridge, Lucky's Market, opened on August 6, 2018, but filed for bankruptcy and closed in early 2020. The owner and developer of The Corners are actively working with prospective tenants to backfill the Lucky's Market site. The City could potentially see new tenants in 2022, which would generate a significant amount of tax revenue. These new potential revenues have not been included in the 2022 Budget.

OUTSIDE AGENCY CONTRIBUTIONS

In 2016, City Council appointed a Citizen Review Committee to make recommendations for contributions to outside agencies. The following are the Committee's recommendations for 2022:

The Action Center	$6,000
Active Transportation Advisory Committee	$1,000
Applewood Community Foundation	$500
Court Appointed Special Advocates	$6,200
Community Table	$13,000
Family Tree	$10,000
Feed the Future	$5,400
Friends of Paha	$1,900
Friends of Stevens	$1,000
Institute for Environmental Solutions (IES)	$3,100
Jefferson Center for Mental Health	$10,600
Jefferson County Library Foundation	$1,400
Jewish Family Services-Colorado Senior Connections	$3,700
Lutheran Foundation – Heroes of Hope	$3,200
Outdoor Lab Foundation	$13,800
Regional Air Quality Council	$3,400
Robbie’s Hope	$2,000
Seniors’ Resource Center	$18,500
Sunshine Home Share	$2,200
Wheat Ridge Community Foundation	$6,200
Wheat Ridge Grange	$2,900
Wheat Ridge High School Farmer's 5000	$5,000
Wheat Ridge High School STEM/STEAM	$10,000
Wheat Ridge Kiwanis	$1,300
Wheat Ridge Optimist Club	$1,500
TOTAL	$133,800

DEBT

At the regular general election held on November 8, 2016, the electorate of the City approved ballot question 2E, which temporarily increased the sales and use tax levied by the City by one-half of one percent (3% to 3.5%) for up to 12 years or when $38.5 million is raised, whichever occurs first. It also

authorized the issuance of debt to finance City investment in public infrastructure to facilitate economic development opportunities. Sales and use tax revenue bonds were issued on May 2, 2017, to finance four specific City investments, including Anderson Park, Wadsworth Boulevard, Wheat Ridge Ward Station development, and the Clear Creek Crossing development.

The par amount of the bond issue was $30,595,000 with a net premium of $2,687,079 for a total of $33,282,079. Of this amount, $33 million was deposited into Fund 31 for the four specific City investments, $152,975 was allocated for the underwriter's discount, and $129,104 for costs associated with the bond issue. The maximum repayment cost of the bonds will not exceed $38,500,000, and the maximum annual repayment cost will not exceed $3,700,000. In the Budget, $3,499,300 is budgeted for the 2022 debt service. The balance of the debt as of December 31, 2022, will be $17,598,400. Based on current revenue estimates, the temporary sales and use tax rate will expire in 2024, after 8 years.

Additionally, the City has the following long-term financial obligations:

Renewal Wheat Ridge

The City's Urban Renewal Authority (Renewal Wheat Ridge) is a component unit of the City. Renewal Wheat Ridge acquired a loan in the amount of $2.455 million, accruing interest at 3.16% per annum, for the Kipling Ridge commercial center development at 38th and Kipling. The term of this loan expires in 2023 and will be paid from sales and property tax incremental revenue from the Kipling Ridge project. The balance of the loan as of December 31, 2022, will be $335,270. Once this loan is retired, the City's General fund will see a net decrease of approximately $500,000 in expenditures.

Renewal Wheat Ridge acquired a loan in the amount of $6.375 million, accruing interest at 4.65% per annum, for the Clear Creek Crossing mixed-used development at I-70 and Highway 58. The term of the loan expires in 2028 and was to be repaid from property tax incremental revenue from the Clear Creek Crossing project. However, Renewal Wheat Ridge anticipates to issue bonds in the amount of approximately $35 million in November 2021 for various infrastructure projects and $6.375 million to pay off this loan at a significantly lower interest rate.

Community Solar Garden

On March 23, 2015, the City entered into an agreement to purchase electric generating capacity in a solar garden. The agreement was funded on April 13, 2015, with a lease agreement for $800,000. As of December 31, 2020, the solar power capacity was recorded as capital assets in the amount of $553,349. Annual payments of $80,167, including principal and interest accruing at 5.75%, are due through May 1, 2030. As of December 31, 2022, the City will have a capital lease outstanding amount of $499,706. For its participation, it is estimated the City will receive $50,000 in energy credits from Xcel in 2020 to be used to pay this lease and against energy consumption at various facilities.

Fruitdale School Lofts

In 2016, the City Council approved a loan in the amount of $2.585 million from General Fund reserves to the Fruitdale School Partners. The loan was for the redevelopment of the Fruitdale School property into a mix of 16 market-rate and income-restricted rental housing units. Fruitdale School Partners repaid $1.5 million of the loan in 2018. The remaining $1,085,000 will be paid over a 40-year period and, until that time, will remain as a restricted balance in the General Fund reserves.

COMPENSATION, BENEFITS, AND STAFFING

Compensation

Personnel-related expenses account for the largest portion of the City's Budget. Remaining competitive to attract the best talent for the City and maintaining its investment in its team members is a high priority. In 2013, the City launched a compensation plan for full-time/part-time benefited employees that is financially sustainable and will help the City recruit and retain top talent. The City's pay-for-performance model is consistent with the culture and commitment to A.C.T.I.O.N! - the City's core values of Accountability – Change – Teamwork – Integrity – Opportunity – Now! It is important for the City to reward employees who exemplify these core values and who help achieve the City's strategic results.

The market-based compensation plan, typically updated biennially, consists of three sub-plans 1) a pay-for-performance open range plan, which includes civilian and police sergeants and higher ranks; 2) a sworn seven-step plan, which includes police officer I and II positions; and 3) a part-time employee plan which includes variable non-benefited positions such as lifeguards and seasonal parks workers. Due to the pandemic and consistent with peer communities, the City delayed the scheduled compensation plan update in 2020 and completed it in 2021 with an effective date of January 1, 2022. The 2021 update involved a consultant-led review of the compensation plan using market data from the Denver Front Range. Each position was reviewed to ensure proper classification against job matches in the area, and all pay grades are adopted to increase in 2022 in order to be competitive in this challenging labor market.

Employees will be eligible for a performance increase on January 1, 2022, based on how well they meet the core values and competencies of the performance management program. Additionally, police officers in the step plan and a number of other sworn and civilian employees will receive market and equity pay adjustments to either bring them to the new minimum of a given pay grade or move them further into the grade based on their tenure and performance. Most market and equity adjustments will occur with lower-wage and front-line employees, police officers, and sergeants. The 2022 adopted budget includes approximately $1 million in pay for performance, annual police department step increases, market and equity increases, an increase of 56% from the conservative and reduced 2021 budget. This investment in personnel is essential to the provision of services and delivery of the City Council's priorities.

Benefits

The City continues to provide a competitive benefits package to employees that include medical, dental, life, and disability benefits. Throughout the year, staff works closely with the City's benefits broker, IMA, to ensure that the City is controlling benefit costs while still providing a competitive benefits package to its employees, which is a vital part of the City's total compensation approach to pay.

The City currently provides Kaiser Permanente plans for employee medical benefits. Medical premiums will experience an increase in 2022, currently estimated at 3%. Several key factors play a role in calculating the City's health care premium renewal, including the City's Wellness Program as a positive contributing factor. In 2022, the City will continue to offer the High Deductible Health Plan (HDHP), and the Deductible HMO (DHMO) added in 2017. The HDHP plan was added in 2013 and is a consumer

model of health care paired with a Health Savings Account (HSA). The goal of the consumer-driven HDHP and DHMO is to encourage employees to manage costs through the effective use of health care. There will be no increases to dental insurance, life insurance, or long-term and short-term disability premiums.

The City currently contributes to a 401(a) retirement plan for nonsworn employees. Employees contribute 4% to the Plan, and the City matches 6%. For sworn employees, the City contributes 11%, and employees contribute 10% to the Plan (sworn employees do not contribute to Social Security). As part of the sworn market analysis in 2019, it was determined that the City was at the time approximately 1.5% below market in terms of sworn pension contribution match. The 2020 and 2021 budgets included a 0.5% increase to the City's contribution each year. An additional 0.5%, approximately $38,000, is included in the 2022 budget to bring the City's sworn pension contribution to 11.5%.

Staffing

The 2021 Adopted Budget did not include an increase in staffing due to the uncertainty of the COVID-19 pandemic on the City's financial situation. However, revenue growth in 2020 and during the first half of 2021 has been significantly higher than anticipated. Therefore, City Council approved a mid-year FTE (full-time equivalent) increase in 2021 of 6.25 FTEs bringing the total staffing level to 246.375 FTEs.

The 2022 Adopted Budget includes an increase of 8.375 FTEs for a total staffing level of 254.750 FTEs. The City has typically operated with a very lean staff; however, as community expectations change, we must ensure the City has adequate staffing to meet those demands.

General Fund

1.0 FTE GIS Technician – Administrative Services Department

Staff has been requesting this position for the last 13 years, which was a recommendation from the GIS Master Plan. Due to other staffing priorities, the City has been utilizing interns over the past 13 years to assist the GIS Analyst with the workload. This position will replace the intern who was budgeted at approximately $22,000 annually. This position will help implement a significant portion of the City Council's strategic priority of "New efforts of engagement in government and understanding City processes" with the development of an interactive development/construction map. In addition, GIS-related requests continue to increase and are more complicated, extensive, and consume more time. This position will ensure the City can continue to meet these demands for both internal and external customers.

1.0 FTE Accounting Supervisor – Administrative Services Department

The workload of the Finance team has increased significantly. While the team added a new licensing technician to provide backup to the revenue technician and focus on new licensing programs, the cumulative workload on the Finance Manager's plate continues to be overwhelming. This position would oversee some of the current Finance staff to give the Manager additional time for financial reporting, auditing, and quality control. In addition, the City needs a new position to focus on project accounting for American Rescue Act Plan expenditures, the adopted Renewal Wheat Ridge bond projects, the Improve Wadsworth project, and a potential future extension of the City's 2E bond projects. The City budget currently includes $33,280 for part-time staffing assistance, which

would be eliminated if this new position is approved. This position could be time-limited for approximately three years after many of these special projects have been completed.

1.0 FTE Horticultural Assistant – Parks and Recreation Department
In 2002, the City had 7.0 FTE dedicated to forestry and horticultural services throughout the City. Staffing levels were reduced to 3.0 FTE since that time as were required by budget cuts and other restraints. Since 2002, four additional parks have been constructed, and additional right-of-way maintenance responsibilities (38th Ave streetscape, G Line TOD site, Kipling and I-70 entry, and exit ramp landscaping, 50th Avenue median, etc.) have increased the workload for the Forestry and Natural Resources programs. This new position will assist the City in addressing the 2035 Vision Topic "Wheat Ridge is an attractive and inviting City."

1.0 FTE Graphic Designer – Parks and Recreation Department
Marketing, promotion, and communication are important aspects for successful parks and recreation programming. Having a full-time graphic designer provides more time to develop marketing assets that achieve these priorities. The City currently budgets approximately $34,000 annually for part-time, contractual graphic design services, which would be eliminated if this new position is approved. This position could assist with additional recruitment projects to attract talent, focus more on parks and trails and how signage, wayfinding, and kiosks can lead to safer open spaces and better-quality trails and parks for users, and assist with creating and promotion of new special events and programs to increase revenues and reach the community in new ways. This position could also assist with other City department graphic design needs saving the City from hiring more expensive free-lance designers.

0.375 FTE Recreation Coordinator – Parks and Recreation Department
This position currently serves 25-hours (0.625 FTE) per week and programs outdoor recreation (hikes, downhill skiing, snowshoeing), Ramblers (walking non-elevated trails), and other trip activities for the Active Adult Center. In addition, this position manages the volunteer driver program, including extensive training and scheduling. It has been more difficult every year to find volunteer drivers. Increasing this position to full-time would allow for additional programming at the Active Adult Center to better serve older adults through recreational programming and providing the resources necessary to drive the van while offering seamless operations of the travel program. This position increase will assist the City in addressing the 2035 Vision Topic "Wheat Ridge is a community for families" and "Wheat Ridge residents enjoy an active, healthy lifestyle."

2.0 FTE Police Officer – Police Department
The Police Department anticipates an increase in calls for service related to the Clear Creek Crossing development. Based on the size of the property, projected uses, and housing options, the Department anticipates calls for service, including traffic, criminal and non-criminal events, quality of life issues, property, and economic crimes such as theft, fraud, and forgery and minimal person's crimes. With the addition of two police officers, the Department will have the ability to increase staff in this area of the City throughout the week, during the peak hours that businesses will be open. These new positions will assist the City in addressing the 2035 Vision Topic "Wheat Ridge offers a choice of economically viable commercial areas" and "Wheat Ridge is a community for families."

1.0 FTE Maintenance Worker II – Public Works Department
This position will assist in the ever-growing demand for Public Works services, including city-wide graffiti removal, asphalt patching, snow and ice control, street sweeping, storm sewer cleaning, traffic sign and signal repair and maintenance, maintenance and repair of City-owned bus benches and shelters and the increasing number of City-owned LED street and pedestrian lights, maintenance of bicycle lane pavement markings, placement of speed trailers, installation of street banners and assistance at public events and festivals. Most importantly, this position will provide an additional staff member for snow and ice events which will provide for a safer three, 8-hour shift crew rotation. This new position will assist the City in addressing the 2035 Vision Topics "Wheat Ridge is an attractive and inviting City"; "Wheat Ridge has Great Neighborhoods" and "Wheat Ridge has a choice of economically viable commercial areas."

1.0 FTE Utility Locates Technician – Public Works Department
This new position is needed to meet the ongoing and increasing utility locate requests and requirements of the Colorado utility locate system (Colorado811). Utility locate requests increased over 50% in 2020 from 4,148 requests in 2019 to 6,369 requests in 2020. Currently, these duties are completed by a Maintenance Worker II employee and have become a full-time job. The City is required to respond to utility locate requests in a timely manner to accurately locate City-owned utilities such as storm sewer and electrical conduits for traffic signals and street lighting. Without this new position, the City could be exposed to potential financial and legal liability for providing an ineffective utility locate response system.

Conclusion and Acknowledgements
The last couple of years have been a whirlwind, but Wheat Ridge has managed to come out the other side in an even better place before the start of the COVID-19 pandemic. The success of this organization and All- America City continues to see is attributed to the tremendous leadership and support from the Mayor and City Council, the spectacular team members from across all departments, and our tenacious business community and community members.

We've built a resilient local economy, developed prudent financial policies, and set aside adequate reserves, which has enabled the City to continue to thrive in uncertain economic times. Many exciting opportunities – the Clear Creek Crossing development, Lutheran Legacy Campus redevelopment, continued improvements to the Applewood Shopping Center, build-out of the Wheat Ridge-Ward TOD subarea, continued resurgence of 38th Avenue as a vibrant main street, and many other infill projects – are still before us.

Special thanks go out to Alli Scheck for taking the lead on the 2022 Budget and to her budget team, including Marianne Schilling, Mark Colvin, Amber Garrett, Allison Lewis, and all department budget staff.

Patrick Goff
City Manager

WHEAT RIDGE 2035 VISION AND GOALS

2035 VISION

Wheat Ridge is an attractive and inviting city and community for families. Wheat Ridge has great neighborhoods, is a hub of commerce with a choice of economically viable commercial areas and has diverse transportation. Wheat Ridge is committed to environmental stewardship and its residents enjoy an active, healthy lifestyle, and are proud of their hometown.

2035 VISION TOPICS AND SMART GOALS

1. WHEAT RIDGE IS AN ATTRACTIVE AND INVITING CITY

1. Develop a visual art presence in the City
2. Ensure that the City has attractive and inviting open space and parks
3. Underground utility lines in commercial corridors to improve streetscapes
4. Expand proactive code enforcement

2. WHEAT RIDGE IS A COMMUNITY FOR FAMILIES

1. Improve the quality of Wheat Ridge's public schools
2. Provide options for seniors to age in place
3. Support residents in taking an active role in community policing
4. Build a new library in Wheat Ridge

3. WHEAT RIDGE HAS GREAT NEIGHBORHOODS

1. Set a clear policy to achieve diverse housing options
2. Facilitate neighbor-to-neighbor relations

4. WHEAT RIDGE HAS A CHOICE OF ECONOMICALLY VIABLE COMMERCIAL AREAS

1. Build out key development sites along I-70 corridor by 2025
2. Provide support to existing commercial areas
3. Proactively identify emerging redevelopment areas
4. Become a leader in technological infrastructure

2035 VISION TOPICS AND SMART GOALS

5. WHEAT RIDGE HAS DIVERSE TRANSPORTATION

1. Improve and identify areas of need for public transportation
2. Implement top three priorities of bike/pedestrian plan
3. Increase connectivity to surrounding communities and local gathering centers
4. Maintain the level of existing RTD routes
5. Increase multi-modal access to G Line stations

6. WHEAT RIDGE IS COMMITTED TO ENVIRONMENTAL STEWARDSHIP

1. Create an Environmental Sustainability Committee to set priorities for the City for the next five years

7. WHEAT RIDGE RESIDENTS ARE PROUD OF THEIR HOMETOWN

1. Create a public survey that captures the quality of resident life, specifically in terms of the “live, work, play” metrics
2. Create five additional opportunities for meaningful public engagement
3. Increase public participation by 20% in all city-wide meetings

8. WHEAT RIDGE RESIDENTS ENJOY AN ACTIVE, HEALTHY LIFESTYLE

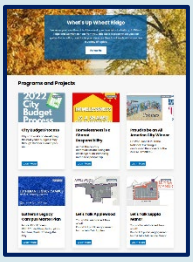
1. Increase young family participation in City-sponsored recreation programs
2. Develop an active relationship with Lutheran Medical Center (LMC) and plan and implement three programs that promote an active, healthy lifestyle

2021-2022 STRATEGIC PRIORITIES

City Council held a strategic planning retreat in February 2021. Eight priorities were established to be implemented over the next two years. A series of study sessions have been held where staff presented information, work plans, and ideas and sought feedback from City Council.

1. New Efforts of Engagement in Government; Understanding City Processes

City Council seeks to de-mystify government for its constituents. This priority continues efforts to educate the community about how their local government works and broaden community engagement in City processes.



2. Implement Bulk Plane in all Residential Zone Districts

City Council adopted residential bulk plane standards in 2016, which apply to single-family homes in the Residential-One C and Residential-Three zone districts. This priority would expand these standards to apply in more residential areas.

Post-bulk plane home in EWR, 2017

3. Re-examine and Advance Sidewalks on 38th Ave

W. 38th Avenue has been identified as the City's "Main Street" in various policy documents and through various community outreach processes. This priority improves safety, walkability, and connectivity along the full length of this primary Wheat Ridge corridor.

4. Review the Vision, Mission, and Funding of Localworks

City Council authorized the formation of Wheat Ridge 2020, now Localworks, in 2005 as a non-profit corporation, for the purpose of assisting the City in bringing about community revitalization and setting the direction for and implementing the revitalization strategies. This priority involves a review of current Localworks activities and its vision for the future.

5. Streamline Permit Processes

This priority focuses on improving the permitting and licensing processes for businesses, with an emphasis on small businesses. This includes providing helpful educational materials to make expectations and processes clearer and more transparent and providing seamless internal handoffs.

6. Commercial Corridor Improvements

City Council recognizes the crucial role that commercial corridors play in building healthy and vibrant communities. This priority includes a review of codes and programs that affect the vibrancy of commercial corridors. The goal of this priority is to support city businesses and enhance the look of Wheat Ridge by improving the conditions of these corridors.

7. Policy on non-conforming accessory dwelling units (ADUs)

Accessory Dwelling Units (ADUs) are secondary, independent housing units with a separate entrance, kitchen, bath, and bed created within an existing home or on its lot. Non-conforming ADUs exist throughout the City. This priority considers the creation of policy to address new and existing ADUs.

8. Develop Solutions and Work with Partners to Address Homelessness

The Homeless Navigation Program assists those experiencing homelessness. Along with outreach and community education, the program is connecting individuals to stable, permanent housing and seeking partnerships and opportunities to address these challenges on a larger scale.

COMMUNITY INPUT ON THE 2022 BUDGET

To ensure each year's City Budget is supporting programs and services that are important to the community, staff asks for feedback from the community and aligns it with City Council Strategic Priorities. The avenues to provide community input on the City Budget are included in the list below.

1. City Council Meetings

- **July 19: Outside Agency Program Committee Presentation**
  The Committee presented funding recommendations and received consensus from City Council to fund 25 outside agencies in 2022 in the amount of $133,800.

- **July 26: Public Input on the 2022 Budget**
  Community members are provided the opportunity during a City Council meeting to provide thoughts, ideas, and feedback on the City Budget.

- **August 16: Agency Partner Presentations**
  Partnering organizations present community impact updates and budget requests for the following year to City Council. This year, City Council provided consensus to fund the following Agency Partners in 2022:
  - *Localworks - $390,000*
  - *Wheat Ridge Business District - $90,000*
  - *Carnation Festival Committee - $125,000*

- **August 23: Public Input on the 2022 Budget**
  Community members are provided the opportunity during a City Council meeting to provide thoughts, ideas, and feedback on the City Budget.

- **September 20: Presentation of Proposed 2022 Budget**
  Staff provided a detailed presentation of the proposed 2022 Budget to City Council and the public at a regularly scheduled study session. Public comment is allowed during the study session.

- **October 11: Public Hearing on proposed 2022 Budget**
  An official public hearing on the proposed 2022 Budget is conducted by City Council at a regularly scheduled City Council meeting. Public comment is taken during the public hearing.

2. What's Up Wheat Ridge

This year, the City launched a City Budget project page on What's Up Wheat Ridge, an online portal for community members to give feedback and ideas on specific budgetary topics, such as city attractiveness, youth programming, and charges for recreation services.

3. Resident Survey

Every two years, the City of Wheat Ridge surveys its residents asking about overall quality of life and specific feedback about municipal services, public safety, park and recreation amenities, customer service, and resident participation in community events and activities. This year, feedback received in the 2021 Resident Survey provided guidance to:

- *Increase Police Staffing to include two new police officers*
- *Increase Public Works staff to enhance street cleaning services*
- *Add a Horticulture Assistant in Parks and Recreation to support beautification efforts*
- *Provide additional funding in support of homelessness initiatives*
- *Increase funding in street repair and parks projects*

4. Let's Talk Program

The Let's Talk Resident Engagement Program was born out of the 2019 Neighborhood Revitalization Strategy and is designed to learn more about what's important to residents in each of ten City neighborhoods. One major goal of the program is to develop a thorough, well documented understanding of the issues and opportunities at the neighborhood level. Based upon specific feedback received from the Let's Talk program in 2021, additional funding was allocated to support these programs:

- *Increased Neighborhood Traffic Management Program funding - $100,000*
- *Additional TLC Dumpster Days - $20,000*

City of Wheat Ridge

PROUD TO BE AN

All-America City

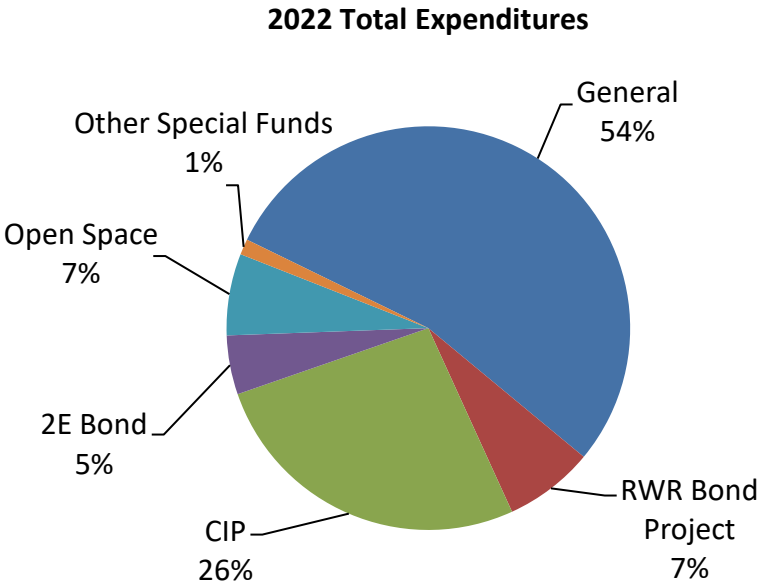
NATIONAL CIVIC LEAGUE

2022 BUDGET IN BRIEF

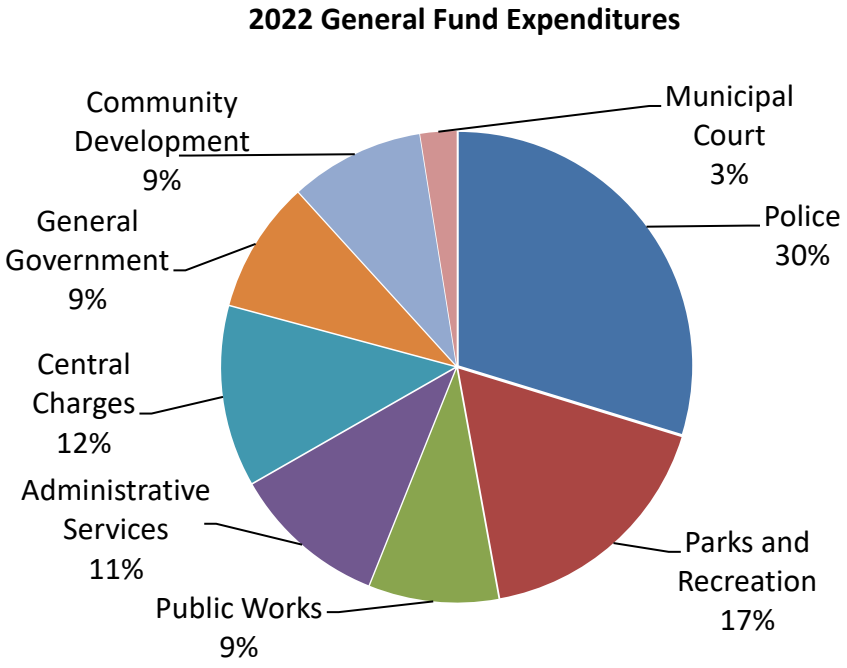
ADOPTED 2022 BUDGET IN BRIEF

2022 Total Expenditures $82,122,303 (excluding transfers)	
General	$44,169,781
RWR Bond Project	$5,900,000
CIP	$21,763,305
2E Bond	$3,884,083
Open Space	$5,375,079
Other Special Funds	$1,030,055

Other Special Funds	
Conservation Trust	$367,500
Crime Prevention	$621,305
Municipal Court	$32,250
Police Investigation	$9,000



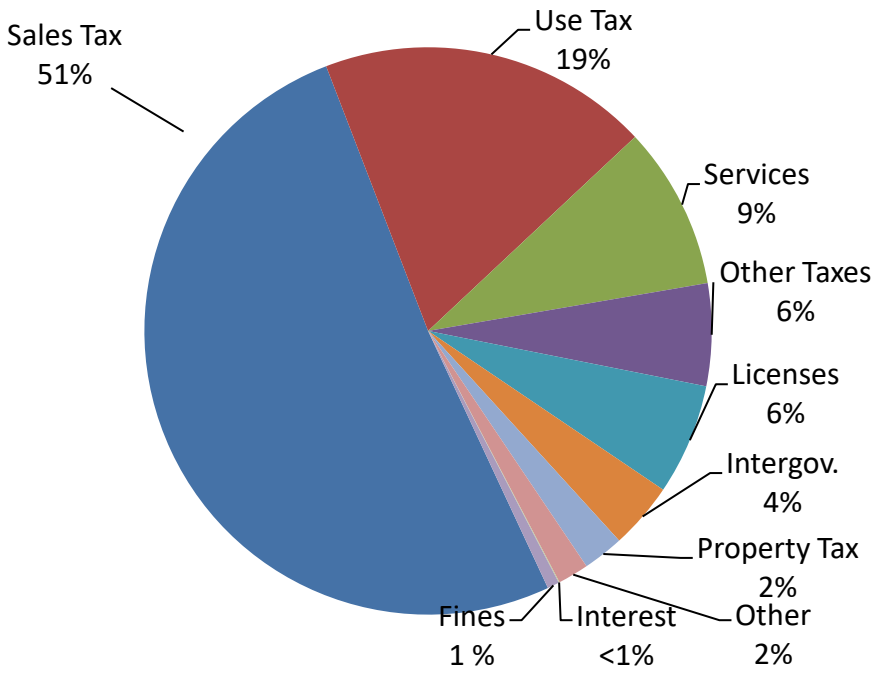
2022 General Fund Expenditures $44,169,781 (excluding transfers)	
Police	$13,138,640
Parks and Recreation	$7,678,899
Central Charges	$5,504,528
Administrative Services	$4,713,179
General Government	$4,002,472
Public Works	$3,944,911
Community Development	$4,080,397
Municipal Court	$1,106,755
Ending Fund Balance	$13,675,426



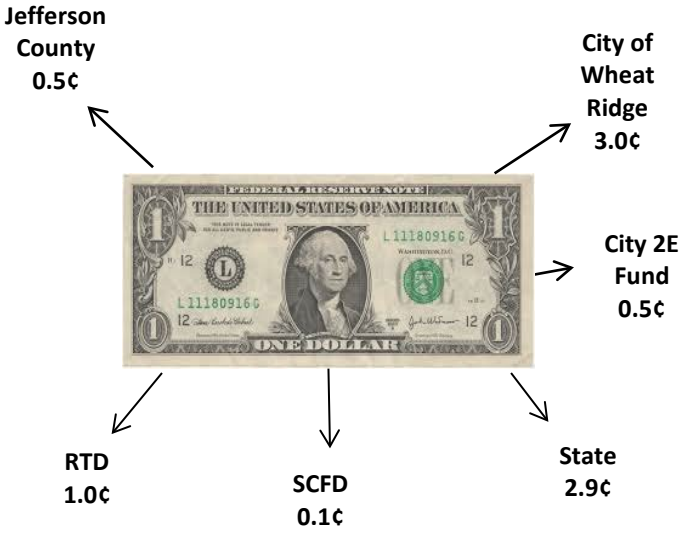
GENERAL FUND REVENUES

2022 General Fund Revenues $48,069,108	
Beginning Fund Balance	$17,271,544
Sales Tax	$24,559,850
Use Tax	$9,069,192
Services	$4,462,245
Other Taxes	$2,804,000
Licenses	$3,040,560
Intergovernmental	$1,818,016
Property Tax	$1,120,000
Other	$848,396
Interest	$21,849
Fines	$325,000
Total Available Funds	$65,340,652

2022 General Fund Revenues



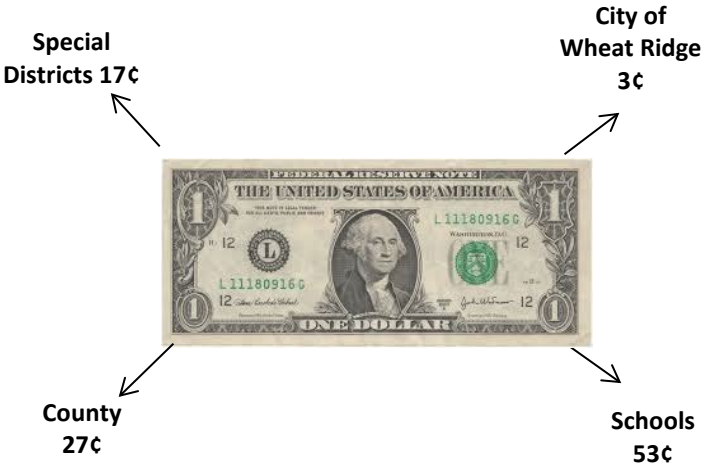
Sales Tax Distribution



The total sales tax rate in the City of Wheat Ridge is 8%. For every dollar you spend on retail purchases, you pay 8 cents in sales tax. Only **3.5 cents** of this comes back to the City.

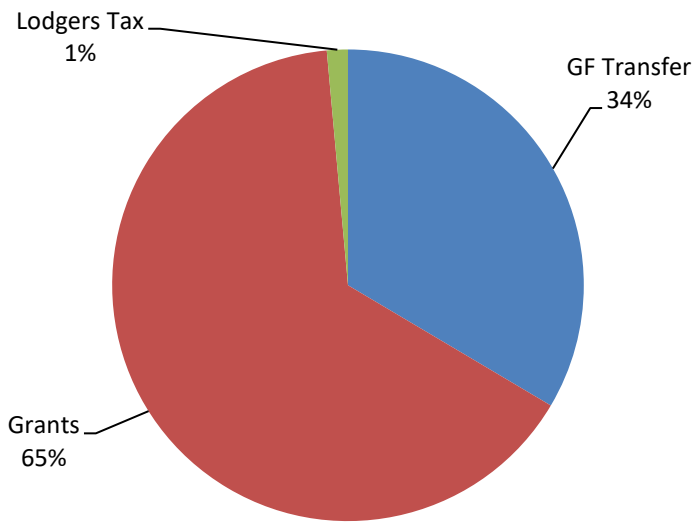
Property Tax Distribution

Most people will be surprised to know that for every dollar Jefferson County receives in property taxes from Wheat Ridge residents, only **3 cents** comes back to the City.



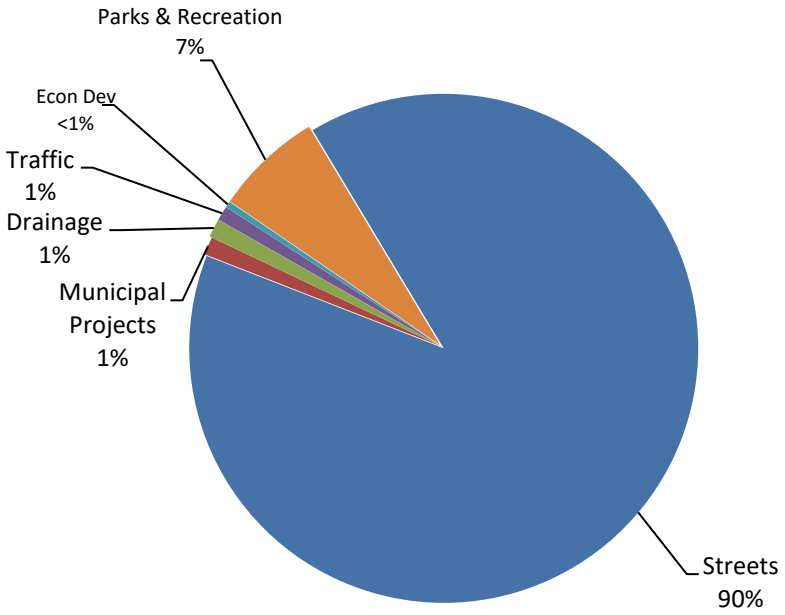
CAPITAL IMPROVEMENT PROGRAM (CIP) FUND

2022 CIP Revenues



2022 CIP Revenues $20,871,343	
Beginning Fund Balance	$3,314,369
Sales Tax (General Fund Transfer)	$6,995,445
Grants	$13,575,773
Lodger's Tax	$300,000
Interest	$125
Total Available Funds	$24,185,712

2022 CIP Expenditures

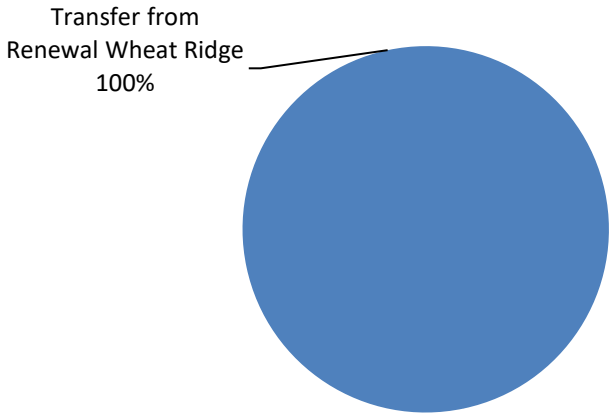


2022 CIP Expenditures $21,763,305	
Streets	$19,483,716
Municipal projects	$248,189
Drainage	$255,000
Traffic	$200,000
Parks & Recreation	$1,491,400
Economic development	$85,000
Ending Fund Balance	$2,422,407

RENEWAL WHEAT RIDGE BOND PROJECTS FUND

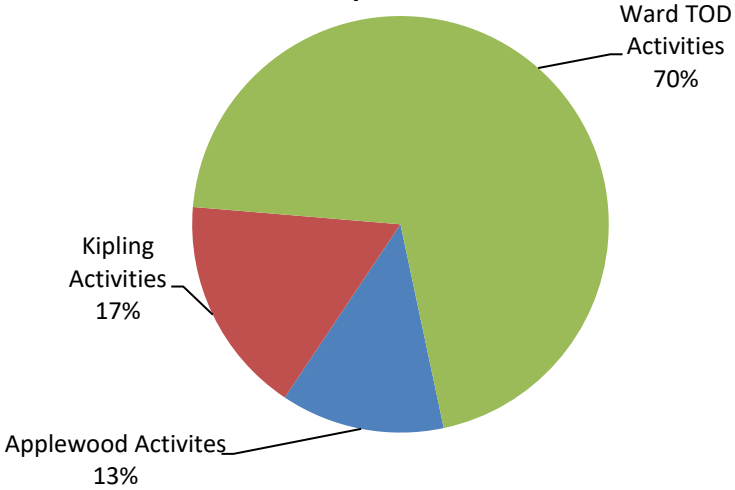
2022 Renewal Wheat Ridge Bond Projects Revenues $5,900,000	
Beginning Fund Balance	**$0**
Transfer from Renewal Wheat Ridge	**$5,900,000**
Total Available Funds	**$5,900,000**

2022 Renewal Wheat Ridge Bond Projects Revenues

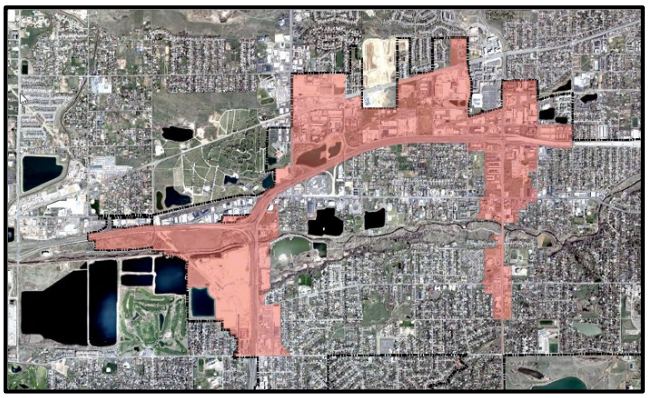


2022 Renewal Wheat Ridge Bond Projects Expenditures $5,900,000	
Applewood Activities	**$750,000**
Kipling Activities	**$1,000,000**
Ward TOD Activities	**$4,150,000**
Ending Fund Balance	***$0***

2022 Renewal Wheat Ridge Bond Projects Expenditures



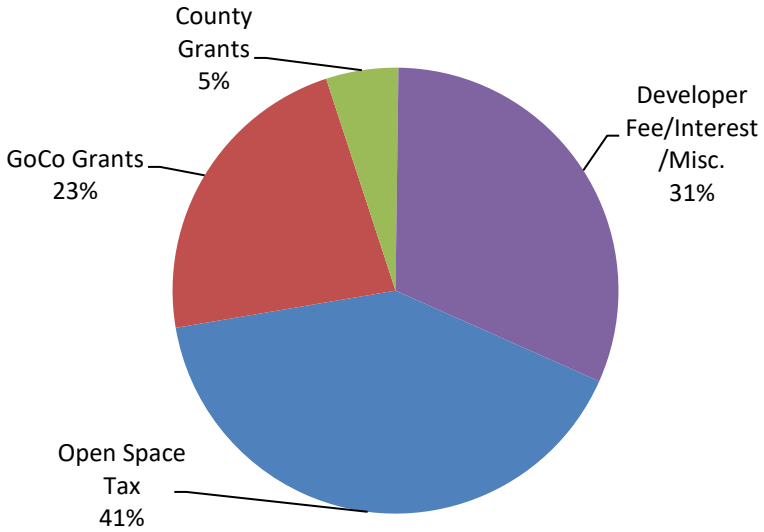
The Renewal Wheat Ridge Bond Projects Fund is newly established in 2022. Its purpose is to fund capital improvement projects on public property, paid for by a Renewal Wheat Ridge (RWR) bond issuance in 2021. Each year, for the duration of the fund, RWR will transfer a payment to the fund to be used for project expenditures in the I-70/Kipling Corridor Urban Renewal Plan Area.



I-70/Kipling Corridor Urban Renewal Plan Area

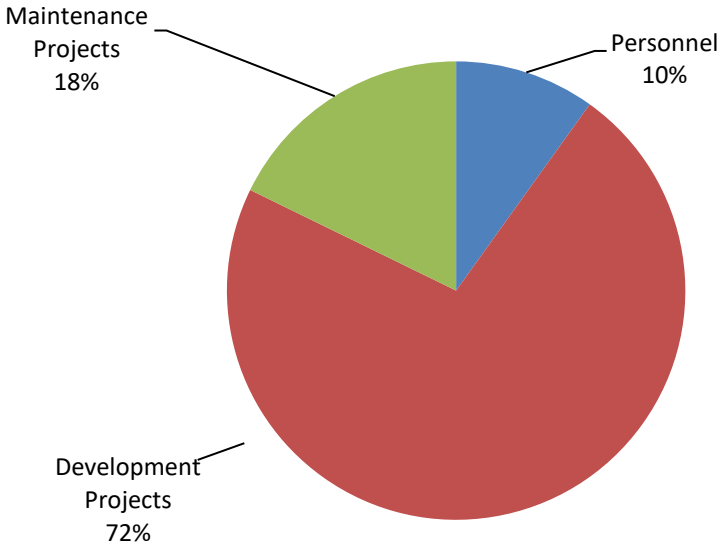
OPEN SPACE FUND

2022 Open Space Fund Revenue



2022 Open Space Revenues $3,812,006	
Beginning Fund Balance	**$2,914,579**
Open Space Tax	**$1,550,000**
Developer Fee/Interest/Misc.	**$1,199,106**
Jefferson County Grants	**$200,000**
GOCO Grants	**$862,900**
Total Available Funds	**$6,726,585**

2022 Open Space Fund Expenditures



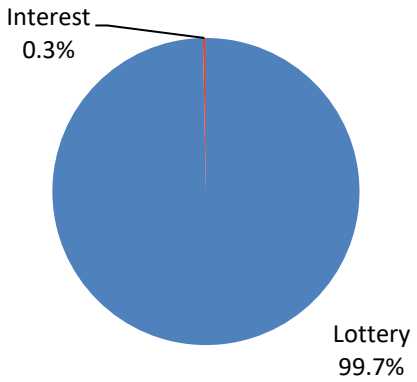
2022 Open Space Expenditures $5,375,079	
Development Projects	**$3,887,630**
Personnel	**$532,449**
Maintenance Projects	**$955,000**
Ending Fund Balance	**$1,351,506**

Anderson Park pavilion opened in July of 2019

CONSERVATION TRUST FUND

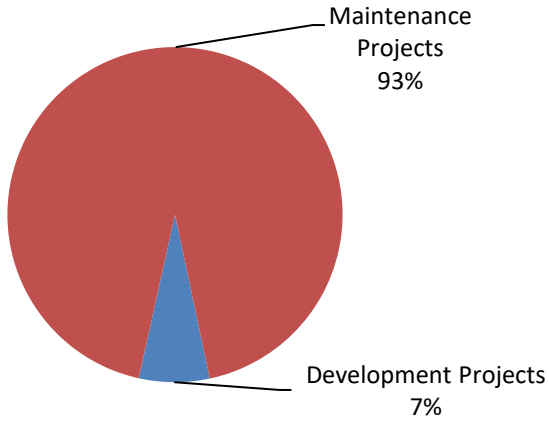
2022 Conservation Trust Revenues $351,111	
Beginning Fund Balance	**$380,771**
Colorado Lottery	**$350,000**
Interest	**$1,111**
Total Available Funds	**$731,882**

2022 Conservation Trust Revenues



2022 Conservation Trust Expenditures $367,500	
Development Projects	**$25,000**
Maintenance Projects	**$342,500**
Ending Fund Balance	**$364,382**

2022 Conservation Trust Expenditures

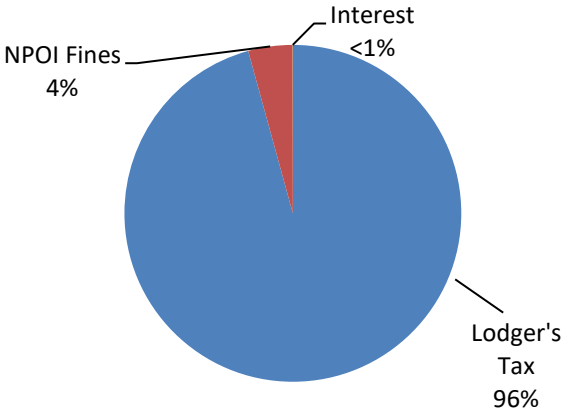


The City of Wheat Ridge has received more than $8 million in revenue from the Colorado Lottery since 1992. These funds have been and continue to be used for park and recreation construction, and maintenance projects, including playgrounds and many of the amenities Wheat Ridge residents use every day.

CRIME PREVENTION/CODE ENFORCEMENT FUND

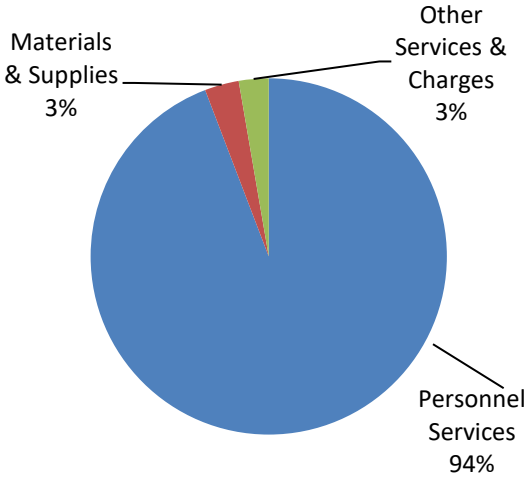
2022 Crime Prevention/ Code Enforcement Revenues $470,100	
Beginning Fund Balance	**$157,827**
Lodger's Tax	**$450,000**
No Proof of Insurance Fines	**$20,000**
Interest	**$100**
Total Available Funds	**$627,927**

2022 Crime Prevent/Code Enforce. Fund Revenues



2022 Crime Prevention/Code Enforcement Expenditures $621,305	
Personnel Services	**$585,207**
Materials & Supplies	**$19,300**
Other Services & Charges	**$16,798**
Ending Fund Balance	**$6,622**

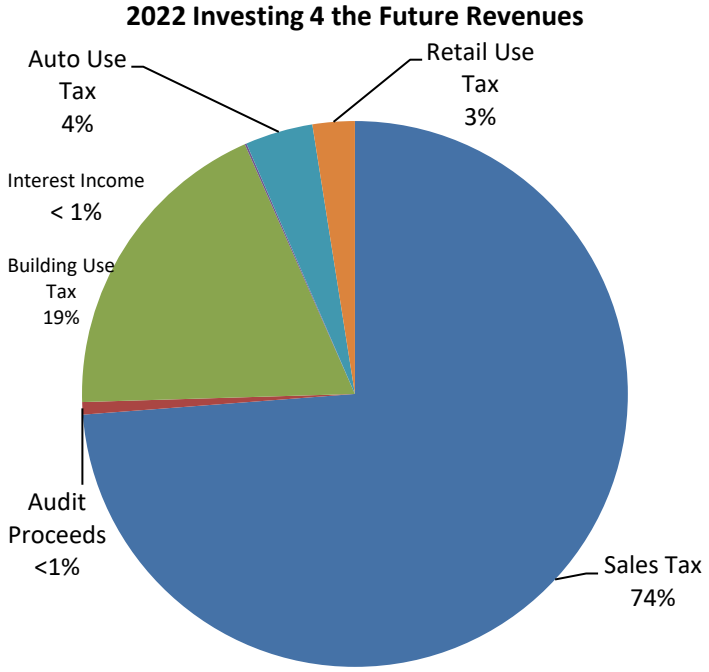
2022 Crime Prev/Code Enforce Fund Expenditures



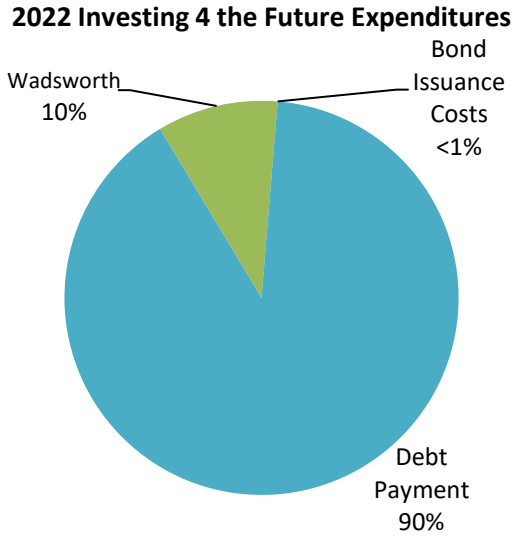
Voters approved a 5% increase in the lodger's tax in November 1998. Sixty percent of this tax is used for police and code enforcement activities in the City.

INVESTING 4 THE FUTURE 2E FUND

2022 Investing 4 the Future Revenues $5,672,366	
Beginning Fund Balance	**$5,455,875**
Sales Tax	**$4,185,737**
Audit Proceeds	**$41,667**
Interest Income	**$6,060**
Auto Use Tax	**$227,370**
Building Use Tax	**$1,069,865**
Use Tax	**$141,667**
Total Available Funds	**$11,128,241**



2022 Investing 4 the Future Expenditures $3,884,083	
Bond Issue Costs	**$500**
Debt Payment	**$3,498,800**
Wadsworth	**$384,783**
Ending Fund Balance	**$7,244,158**



In November 2016, voters approved a 0.5% increase in sales tax. This tax money is used for four specific capital projects; Clear Creek Crossing, G Line Station, Anderson Park, and Wadsworth Boulevard.

City of Wheat Ridge INVESTING 4 THE FUTURE

ANDERSON PARK | CLEAR CREEK CROSSING | WADSWORTH BOULEVARD | WR•WARD STATION

OTHER SPECIAL REVENUE FUNDS

Public Art *Special Fund 12*	
Beginning Balance	**$360,386**
Revenues	**$498,533**
Expenditures	**$0**
Ending Fund Balance	**$858,919**

Police Investigation *Special Fund 17*	
Beginning Balance	**$37,020**
Revenues	**$10**
Expenditures	**$9,000**
Ending Fund Balance	**$28,030**

Municipal Court *Special Fund 33*	
Beginning Balance	**$83,116**
Revenues	**$10,300**
Expenditures	**$32,250**
Ending Fund Balance	**$61,166**

Equipment Replacement *Special Fund 57*	
Beginning Balance	**$77,396**
Revenues	**$500,100**
Expenditures	**$0**
Ending Fund Balance	**$577,496**

Sweet Grass Dance
at Anderson Park

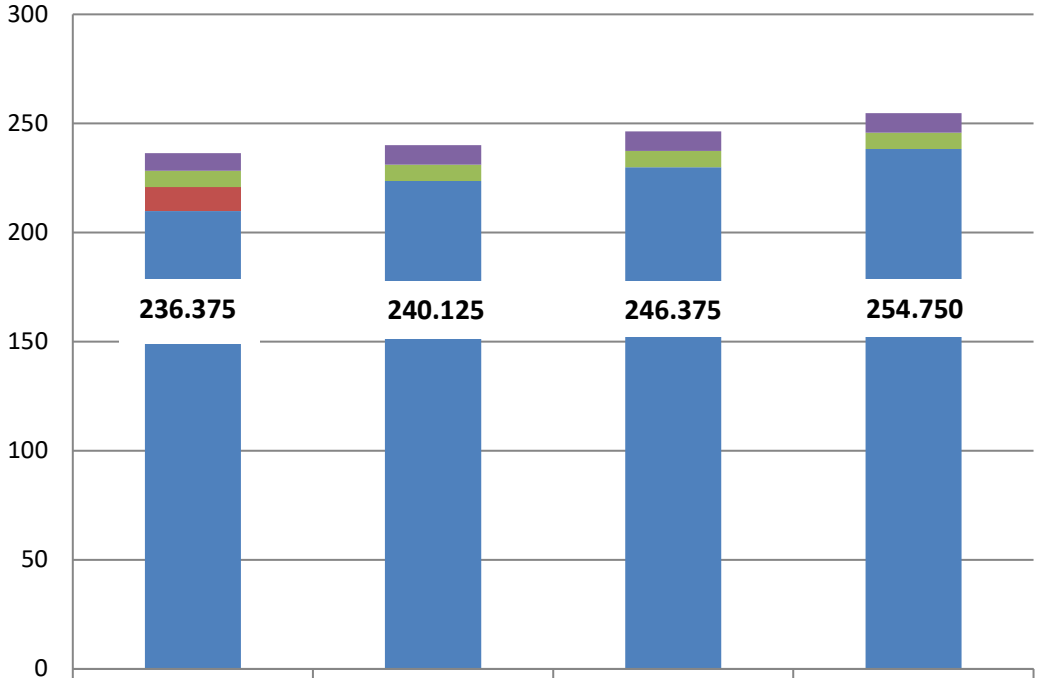
PD Property & Evidence Room

Municipal Court

Police Radios & Equipment

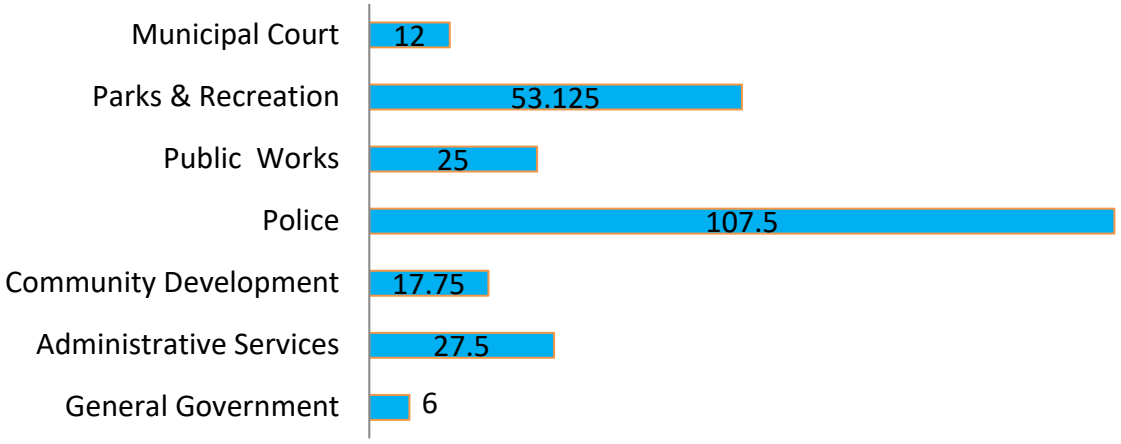
STAFFING

Staffing by Fund 2019 - 2022



	2019 Authorized	2020 Authorized	2021 Authorized	2022 Proposed
Open Space	8	9	9	9
Crime Prevention	7.5	7.5	7.5	7.5
Recreation Center	11	0	0	0
General	209.875	223.625	229.875	238.25

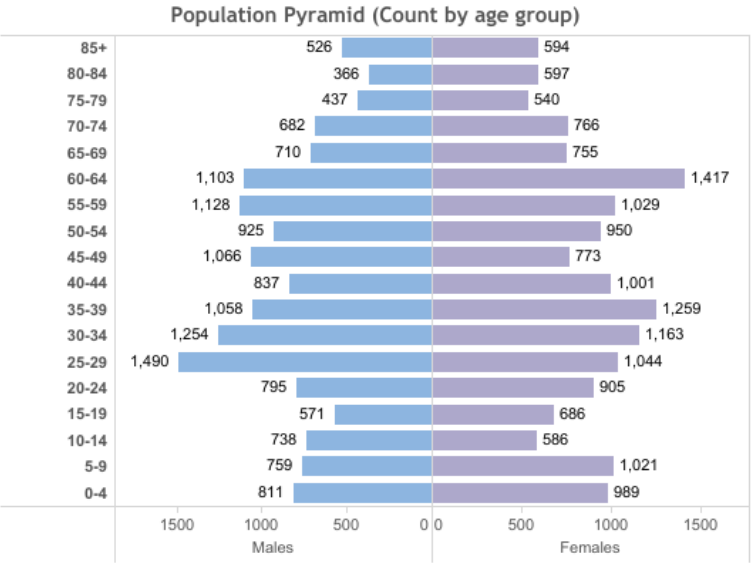
2022 Staffing By Department



WHEAT RIDGE COMMUNITY PROFILE

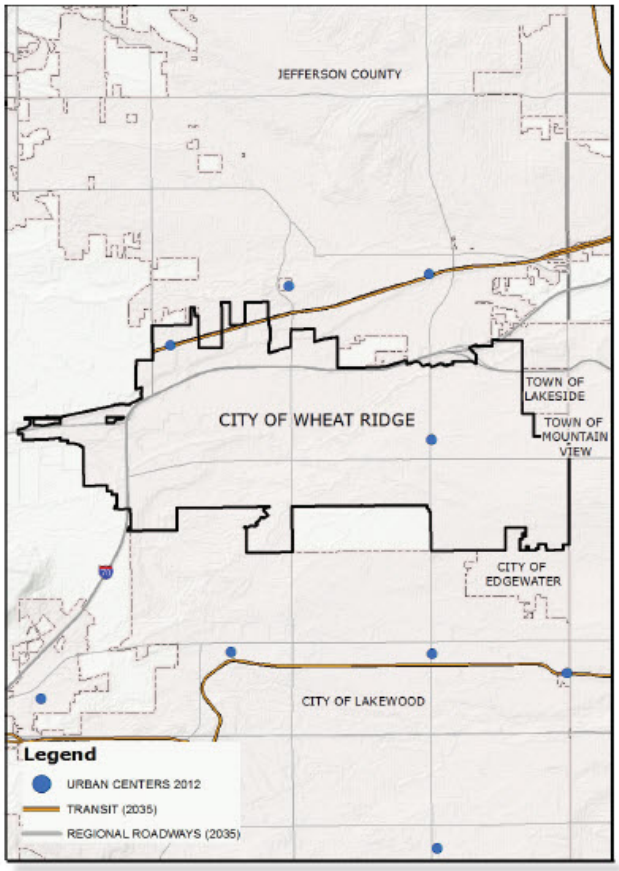
Vital Statistics		
Date of Incorporation	August 15, 1969	
Form of Government	Council - Manager	
Total Land Area	9.5 Square Miles	
	Wheat Ridge	**Metro Denver**
Population	31,273	3,337,992
Employment	67%	72%
Unemployment	4%	6.3%
Median Age	41	37
Median Household Income	$57,659	$80,233
Poverty Rate	12.9%	12.9%
Population with Bachelor's Degree or More	36%	44%
Percent of Population with High School Diploma or More	91%	91%

Population by Age of Residents



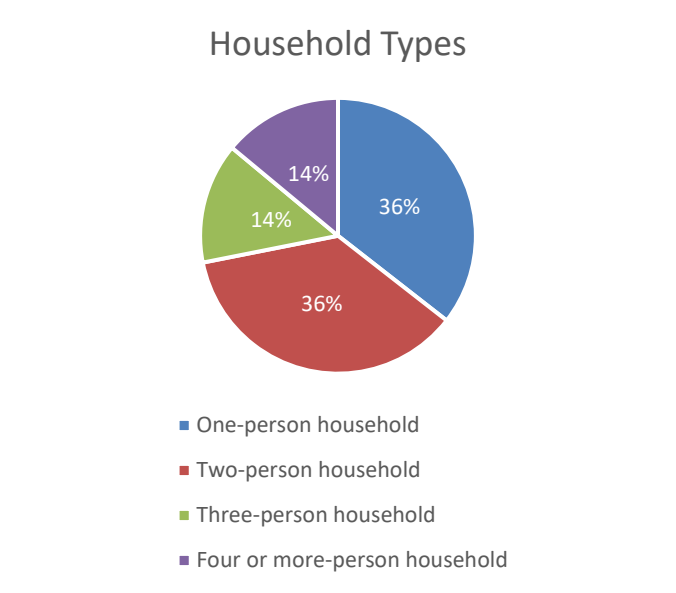
Source: U.S. Census Bureau. 2015-2019 American Community Survey 5-Year Estimates. https://data.census.gov "Population Data 2019" Colorado Department of Local Affairs. https://demography.dola.colorado.gov/population/data/.

Regional Transportation[5]



Data provided by DRCOG Wheat Ridge Community Profile and American Community Survey 5-year estimates. Disclaimer: The data in this report are compiled from multiple sources and are intended for informational purposes only. DRCOG and Wheat Ridge assume no responsibility or legal liability for the accuracy, completeness or usefulness of any information in this report

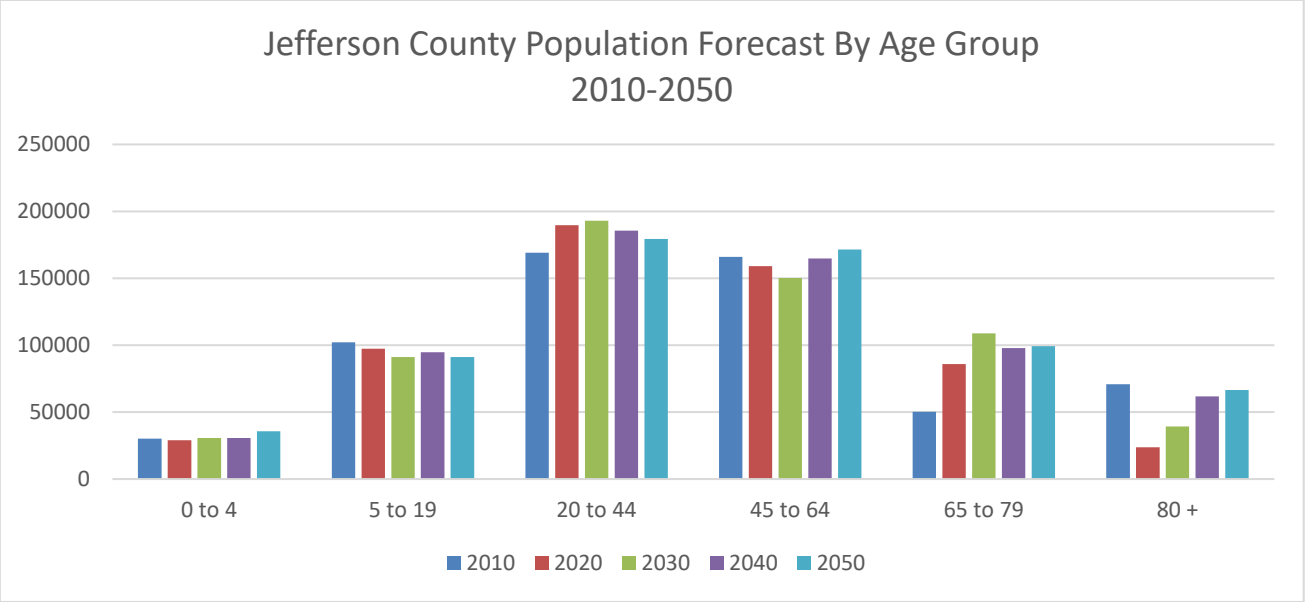
WHEAT RIDGE COMMUNITY PROFILE



Housing Statistics		
	Wheat Ridge	**Metro Denver**
Households	14,080	1,337,281
Avg. Household Size	2	3
Percent of Multifamily	38%	32%
Home Ownership	52%	64%
Renter Occupied Housing	48%	36%

City Government Statistics	
Resources	
Number of Employees Full-time/Part-time Benefited Seasonal	 254.75 250
Police Protection	
Number of Sworn Employees	86
Number of Patrol Units	25
Facilities	
Public Works Shop	1
Recreation Centers	2
Active Adult Center	1
Pools	2
Parks	24
Lakes	5
Open Space	300 acres
Multi-use Trails	7+ miles
Sports Fields	46
Historic Properties	3

WHEAT RIDGE COMMUNITY PROFILE



Community Statistics	
Fire Districts	3
Water Districts	6
Sanitation Districts	7
Cable Television Providers Comcast Direct TV Dish Network	3
Public Schools Elementary Schools Middle Schools High Schools Alternative and Charter Private Schools	 8 1 1 4 3

Major Employers

- SCL Health - Lutheran Medical Center
- Rocky Mountain Bottle Co.
- Lifeloc Technologies
- Applejack Liquor
- Source Office Products
- Stride Community Health Center
- Kaiser Permanente

2022 BUDGET PROCESS

The annual budget process includes considerable staff participation from all departments and City Council direction concerning key policy areas. The public has the opportunity to participate with comments, concerns, or budget requests during two public meetings and a public hearing prior to adoption of the budget. The budget process spans a great portion of the year. The following summarizes the 2022 budget schedule:

May

- Distribute budget instructions to staff

July

- Deadline for submittal of 2022 department budget requests and 2021 budget estimates
- Submit revenue estimates for 2021 and projections for 2022
- Outside Agency Program Committee presents recommendations to City Council
- First opportunity for public input. Launch online feedback webpage
- City manager/budget officer review budget

August

- Second opportunity for public input

September

- Distribute proposed budget to Council
- Proposed Budget Presented to Council

October

- Public Hearing on the 2022 Budget
- 2022 budget appropriation resolution adoption
- Property tax mill certification

November

- Finalize adopted budget document and make available online

December

- Distribute final budget

The City Council and staff adheres to the following legal requirements pursuant to the City Charter (Chapter 10).

Section 10.1: The fiscal year of the City and all its agencies shall begin on the first day of January and end on the thirty-first day of December of each year.

Section 10.2: Prior to the beginning of each fiscal year, the City administration shall prepare and submit to the Council a recommended budget for the next fiscal year and an accompanying message.

Section 10.3: The City Manager's budget message shall explain the budget in both fiscal terms and program.

Section 10.4: The budget shall provide a complete financial plan of all municipal funds and activities for the next fiscal year and except as required by ordinance or this charter, shall be in such form as the City administration deems desirable or the Council may require.

Section 10.5: The total of the proposed expenditures shall not exceed the total of estimated revenue.

Section 10.6: The City administration, with such assistance as the Council may direct, shall prepare and submit to the Council a long-range capital program, simultaneously with the recommended budget.

Section 10.7: A public hearing on the proposed budget and proposed capital program shall be held before its final adoption at such time and place as the Council may direct.

Section 10.8: After the public hearing, the Council may adopt the budget with or without amendment.

Section 10.9: The Council shall adopt the budget by resolution on or before the final day established by the statute for the certification of the next year's tax levy to the county.

Section 10.10: Adoption of the budget by Council shall constitute appropriations of the amounts specified therein as expenditures from the funds indicated and shall constitute a levy of the property tax therein proposed.

Section 10.11: During the month of July, and as often as the Council may require, the administration shall present a budget status and forecast report to the Council with any recommendations for any remedial action.

Section 10.12: Amendments after adoption

Section 10.13: Every appropriation, except an appropriation for a capital expenditure fund or special fund, shall lapse at the close of the fiscal year to the extent that it has not been expended or encumbered.

Section 10.14: Copies of the budget and capital program as adopted shall be public records and shall be made available to the public in the City Clerk's office.

Section 10.15: An independent certified audit shall be made of all City accounts annually, and more frequently if deemed necessary by the Council.

Budget Summary by Fund

	Beginning Balance (1/1/22)	+	Revenues	=	Funds Available	-	Expenses	=	Fund Balance (12/31/22)
Operating Funds									
General	$17,271,544	+	$48,069,108	=	$65,340,652	-	$51,665,226	=	$13,675,426
Total Operating Funds	**$17,271,544**	**+**	**$48,069,108**	**=**	**$65,340,652**	**-**	**$51,665,226**	**=**	**$13,675,426**
					Unrestricted Fund Balance				***$11,042,057***
									25.0%
Capital Funds									
Capital Improvement Program	$3,314,369	+	$20,871,343	=	$24,185,712	-	$21,763,305	=	$2,422,407
RWR Bond Projects Fund	$0	+	$5,900,000	=	$5,900,000	-	$5,900,000	=	$0
Total Capital Funds	**$3,314,369**	**+**	**$26,771,343**	**=**	**$30,085,712**	**-**	**$27,663,305**	**=**	**$2,422,407**
Special Revenue Funds									
Public Art Fund	$360,386	+	$498,533	=	$858,919	-	$0	=	$858,919
Police Investigation	$37,020	+	$10	=	$37,030	-	$9,000	=	$28,030
Open Space	$2,914,579	+	$3,812,006	=	$6,726,585	-	$5,375,079	=	$1,351,506
Municipal Court	$83,116	+	$10,300	=	$93,416	-	$32,250	=	$61,166
Conservation Trust	$380,771	+	$351,111	=	$731,882	-	$367,500	=	$364,382
Equipment Replacement	$77,396	+	$500,100	=	$577,496	-	$0	=	$577,496
Crime Prevention/Code Enforcement Fund	$157,827	+	$470,100	=	$627,927	-	$621,305	=	$6,622
Total Special Revenue Funds	**$4,011,095**	**+**	**$5,642,160**	**=**	**$9,653,255**	**-**	**$6,405,134**	**=**	**$3,248,121**
2E Investing 4 the Future									
2E Bond Expenditures	$5,455,875	+	$5,672,366	=	$11,128,241	-	$384,783		
2E Debt Service	$0	+	$0	=	$0	-	$3,499,300		
Total 2E Investing 4 the Future	**$5,455,875**	**+**	**$5,672,366**	**=**	**$11,128,241**	**-**	**$3,884,083**	**=**	**$7,244,158**
Total Operating Funds	$17,271,544	+	$48,069,108	=	$65,340,652	-	$51,665,226	=	$13,675,426
Total Capital Funds	$3,314,369	+	$26,771,343	=	$30,085,712	-	$27,663,305	=	$2,422,407
Total Special Revenue Funds	$4,011,095	+	$5,642,160	=	$9,653,255	-	$6,405,134	=	$3,248,121
Total Investing 4 the Future	$5,455,875	+	$5,672,366	=	$11,128,241	-	$3,884,083	=	$7,244,158
(Less Transfers)		+	($7,495,445)	=	($7,495,445)	-	($7,495,445)	=	
GRAND TOTAL ALL FUNDS	**$30,052,883**	**+**	**$78,659,532**	**=**	**$108,712,415**	**-**	**$82,122,303**	**=**	**$26,590,112**
GRAND TOTAL LESS BOND AND DEBT	**$24,597,008**	**+**	**$72,987,166**	**=**	**$97,584,174**	**-**	**$78,238,220**	**=**	**$19,345,954**

General Fund Revenues

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
SALES TAXES				
Sales Tax	$20,609,676	$20,357,640	$22,258,450	$23,258,450
Sales Tax Audit Revenue	$6,367	$200,000	$200,000	$250,000
ESTIP Applejack	$0	$20,000	$2,500	$20,000
ESTIP Grammy's Goodies	$0	$15,000	$2,500	$15,000
TIF - Kipling Ridge	$520,456	$467,248	$524,021	$516,000
TIF WR Corners	$78,963	$55,323	$112,468	$114,000
TIF - Swiss Flowers	$21,968	$15,786	$24,187	$26,400
TIF - WestEnd 38	$0	$5,000	$0	$0
TIF-Hacienda	$27,465	$24,602	$48,142	$60,000
TIF-Applewood North Stores	$203,333	$130,966	$255,417	$300,000
TOTAL SALES TAXES	**$21,468,228**	**$21,291,565**	**$23,427,685**	**$24,559,850**
OTHER TAXES				
Real Property Tax	$1,117,830	$1,200,000	$1,120,000	$1,120,000
Liquor Occupational Tax	$57,466	$65,000	$50,000	$56,000
Auto Ownership Tax	$86,870	$90,000	$88,000	$88,000
Xcel Franchise Tax	$1,181,365	$1,200,000	$1,300,000	$1,300,000
Telephone Occupation Tax	$574,382	$580,000	$590,000	$590,000
Lodgers Tax	$426,294	$500,000	$640,000	$750,000
Admissions Amusement Tax	$22,946	$35,000	$20,000	$20,000
TOTAL OTHER TAXES	**$3,467,153**	**$3,670,000**	**$3,808,000**	**$3,924,000**
USE TAXES				
Use Tax - Retail/Professional	$871,569	$765,284	$850,000	$850,000
Use Tax - Building	$2,379,632	$2,005,000	$6,600,253	$6,419,192
Use Tax - Auto	$1,814,422	$1,421,844	$1,800,000	$1,800,000
TOTAL USE TAXES	**$5,065,623**	**$4,192,128**	**$9,250,253**	**$9,069,192**
LICENSE				
Amusement Machine License	$1,250	$5,000	$600	$1,000
Arborist License	$1,195	$1,500	$1,200	$1,200
Contractors License	$138,325	$130,000	$130,000	$130,000
Liquor License Fee	$15,158	$17,000	$17,000	$17,000
Short-Term Rental License Fees	$0	$0	$16,000	$18,000
Building Permits	$1,244,748	$1,000,000	$2,340,447	$2,102,760
Street Cut Permits	$265,203	$200,000	$250,000	$250,000
Cable TV Permits	$367,982	$380,000	$360,000	$350,000
Business License Fees	$123,932	$145,000	$160,000	$160,000
Tobacco and Vaping License Fees	$0	$0	$15,000	$600
Pawn Shop License Fees	$10,000	$10,000	$10,000	$10,000
TOTAL LICENSE	**$2,167,793**	**$1,888,500**	**$3,300,247**	**$3,040,560**

General Fund Revenues

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
INTERGOVERNMENTAL				
Cigarette Tax	$76,024	$72,000	$70,000	$70,000
County Road and Bridge	$327,044	$330,000	$333,455	$330,000
Arvada Ridge Redevelopment	$100,000	$100,000	$100,000	$100,000
Highway Users Tax	$919,072	$907,229	$925,000	$1,000,000
Motor Vehicle Registration	$114,477	$120,000	$118,000	$120,000
Police - CATPA Auto Theft Grant	$78,870	$88,000	$88,000	$88,000
Police - Seat Belt Grant/Click It or Ticket	$1,669	$1,800	$1,500	$3,000
Police - HIDTA Drug Overtime Grant	$32,511	$25,000	$20,000	$15,000
Police - JAG/Byrne Grant	$10,440	$0	$0	$0
Police - JAG/COVID Grant	$0	$0	$12,000	$21,637
Police - Ballistic Vest Grant	$4,069	$7,500	$7,500	$10,000
Police-HVIDE	$6,900	$15,000	$15,000	$15,000
Police - POST Grant	$2,000	$3,300	$3,200	$3,200
Police -Pedestrian Safety Grant	$0	$0	$0	$12,500
Police - Fatality Reduction Grant	$0	$0	$0	$9,679
Colorado Health Foundation Grant	$7,500	$0	$0	$0
Court - Defense Council Grant	$3,464	$12,000	$11,000	$12,000
Homeless Navigator IGA	$0	$38,276	$38,276	$8,000
TOTAL INTERGOVERNMENTAL	**$1,684,040**	**$1,720,105**	**$1,742,931**	**$1,818,016**
SERVICES				
Zoning Applications	$36,852	$40,000	$45,000	$40,000
Planning Reimbursement Fees	$1,500	$1,500	$2,500	$2,000
Engineering Fees	$81,865	$40,000	$65,000	$60,000
Misc. Zoning Fees	$2,597	$1,500	$2,500	$2,000
Plan Review Fees	$620,907	$300,000	$1,261,292	$986,794
Pavilion/Park Rental Revenue	$9,277	$17,500	$42,000	$30,000
Athletics Revenue	$59,974	$90,313	$78,580	$110,897
Active Adult Center Revenue	$71,152	$118,686	$75,000	$177,625
Parks Historic Facilities	$7,780	$15,000	$15,000	$20,000
Gen. Prog. Revenue	$120,673	$143,425	$148,320	$180,056
Anderson Building Revenue	$7,869	$6,195	$15,000	$15,000
Outdoor Swimming Fees	$17	$154,000	$77,000	$134,000
Recreation Center Fees	$654,702	$1,020,750	$664,500	$1,833,500
Aquatics	$37,703	$68,305	$54,819	$86,000
Fitness	$88,863	$149,662	$157,135	$234,560
Retail Marijuana Fees	$367,303	$325,000	$370,000	$370,000
Police Report Fees	$13,792	$12,498	$14,210	$15,137
Pawn Shop Ticket Fees	$11,932	$15,000	$10,804	$12,000
Sex Offender Registration	$3,021	$3,909	$4,573	$4,866
Police Drug Destruction Fees	$20	$150	$20	$10
Police Fees	$1,940	$2,018	$1,000	$1,800
Police Duty Reimbursement	$121,283	$160,000	$160,000	$146,000
TOTAL SERVICES	**$2,321,022**	**$2,685,411**	**$3,264,253**	**$4,462,245**
FINES & FORFEITURES				
Municipal Court Fines	$32,715	$60,000	$38,000	$50,000
Nuisance Violations Fees	$38,509	$23,000	$39,000	$39,000
Handicap Parking Fees	$225	$900	$400	$500
Traffic	$156,194	$200,000	$200,000	$200,000
General	$8,586	$18,000	$12,000	$15,000
Other	$4,638	$7,000	$5,000	$5,000
Parking	$385	$1,000	$500	$500
No Proof of Insurance	$10,909	$15,000	$14,000	$15,000
TOTAL FINE & FORFEITURES	**$252,161**	**$324,900**	**$308,900**	**$325,000**

General Fund Revenues

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
INTEREST				
Interest Earnings	$165,104	$45,000	$26,876	$21,849
TOTAL INTEREST	**$165,104**	**$45,000**	**$26,876**	**$21,849**
OTHER				
Hail Storm Insurance Proceeds	$139,743	$0	$0	$0
Cable Peg Fees	$37,212	$38,000	$35,208	$35,200
Xcel Solar Garden Credits	$49,000	$50,000	$50,000	$50,000
Miscellaneous Income	$404,246	$378,270	$450,000	$425,000
CARES Earned Revenue	$2,463,142	$0	$0	$0
ARPA Earned Revenue	$0	$0	$178,915	$308,596
City Tree Sale Proceeds	$0	$0	$0	$24,600
Sustainability Program	$0	$0	$3,670	$5,000
TOTAL OTHER	**$3,093,343**	**$466,270**	**$717,793**	**$848,396**
Total General Fund	**$39,684,467**	**$36,283,879**	**$45,846,938**	**$48,069,108**
Transfers In	**$0**	**$0**	**$0**	**$0**
Fund Balance Carryover	**$13,508,953**	**$9,683,913**	**$12,020,367**	**$17,271,544**
Total Funds Available	**$53,193,420**	**$45,967,792**	**$57,867,305**	**$65,340,652**

General Fund Expenditures

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Legislative				
Legislative Services	$354,327	$396,723	$395,583	$524,007
Total	**$354,327**	**$396,723**	**$395,583**	**$524,007**
City Manager's Office				
City Manager	$404,001	$719,143	$690,521	$743,240
Economic Development	$1,850,590	$1,764,472	$1,648,634	$2,084,018
Total	**$2,254,591**	**$2,483,615**	**$2,339,155**	**$2,827,258**
City Attorney				
City Attorney	$361,546	$374,200	$374,200	$430,000
Total	**$361,546**	**$374,200**	**$374,200**	**$430,000**
City Clerk's Office				
City Clerk	$143,696	$173,127	$183,127	$188,499
Total	**$143,696**	**$173,127**	**$183,127**	**$188,499**
City Treasurer				
City Treasurer	$33,186	$35,108	$35,108	$36,208
Total	**$33,186**	**$35,108**	**$35,108**	**$36,208**
Central Charges				
Central Charges	$5,387,934	$4,965,822	$4,931,705	$5,501,028
Total	**$5,387,934**	**$4,965,822**	**$4,931,705**	**$5,501,028**
Municipal Court				
Municipal Court	$839,299	$906,591	$811,944	$1,106,755
Total	**$839,299**	**$906,591**	**$811,944**	**$1,106,755**
Administrative Services				
Administration	$355,901	$369,411	$358,568	$398,393
Public Information	$362,639	$372,687	$333,206	$362,342
Finance	$625,190	$673,064	$645,369	$799,764
Human Resources	$583,317	$692,406	$683,020	$731,240
Purchasing and Contracting	$120,472	$142,702	$139,941	$185,422
Information Technology	$1,800,571	$2,155,843	$2,115,574	$2,236,018
Total	**$3,848,090**	**$4,406,113**	**$4,275,678**	**$4,713,179**
Community Development				
Administration	$271,033	$275,957	$270,003	$290,983
Planning	$532,940	$1,011,784	$1,027,528	$889,117
Building	$1,133,965	$2,406,300	$2,554,800	$1,963,937
Engineering	$883,830	$877,328	$847,480	$936,360
Total	**$2,821,768**	**$4,571,369**	**$4,699,811**	**$4,080,397**
Police				
Administration	$1,711,672	$1,994,868	$1,902,958	$2,122,720
Grants	$102,207	$201,601	$133,531	$171,607
Community Services Team	$277,827	$292,663	$271,800	$316,953
Crime Prevention Team	$271,647	$313,050	$271,798	$343,242
Records Team	$391,593	$415,404	$397,749	$516,092
Training and Accreditation	$252,612	$302,001	$301,044	$420,266
Patrol	$5,638,310	$5,426,031	$5,426,031	$5,862,773
Investigations Bureau	$2,649,891	$2,766,065	$2,549,573	$2,813,495
Crime & Traffic Team	$435,006	$533,181	$531,181	$571,492
Total	**$11,730,765**	**$12,244,864**	**$11,785,665**	**$13,138,640**

General Fund Expenditures

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Public Works				
Operations	$3,571,183	$3,704,706	$3,505,062	$3,944,911
Total	**$3,571,183**	**$3,704,706**	**$3,505,062**	**$3,944,911**
Parks and Recreation				
Administration	$256,953	$307,081	$280,086	$367,510
Recreation	$255,633	$315,519	$282,515	$363,201
Parks Maintenance	$1,664,010	$1,373,436	$1,235,255	$1,576,420
Forestry	$408,658	$483,836	$391,160	$716,664
Natural Resources	$100,434	$154,758	$147,451	$180,584
Anderson Building	$84,178	$90,422	$66,161	$87,964
Athletics	$181,510	$225,796	$193,068	$236,799
General Programs	$289,880	$305,269	$292,177	$338,534
Outdoor Pool	$53,924	$322,356	$242,974	$301,016
Active Adult Center	$398,524	$392,610	$384,166	$463,183
Historic Buildings	$55,899	$63,637	$41,004	$40,941
Facilities Maintenance	$395,522	$852,390	$745,937	$1,103,659
Rec Center Facility Operations	$1,110,340	$601,466	$541,846	$626,982
Aquatics	$638,552	$815,978	$815,549	$914,497
Fitness	$232,386	$334,112	$299,374	$360,945
Total	**$6,126,403**	**$6,638,666**	**$5,958,723**	**$7,678,899**
Total General Fund	**$37,472,788**	**$40,900,904**	**$39,295,761**	**$44,169,781**
Transfers	**$3,700,000**	**$1,300,000**	**$1,300,000**	**$7,495,445**
Total With Transfers	**$41,172,788**	**$42,200,904**	**$40,595,761**	**$51,665,226**

Fund Balances by Fund Type

City staff pays close attention to the projected ending fund balance for each governmental fund in the development of the City's budget. The following table shows the beginning and ending fund balance of each governmental fund along with the change by amount and percentage. A brief explanation for changes greater than 10% is included and a discussion of major funds follows.

Fund	Beginning	Ending	Increase/ (Decrease)	% Change	Reason
General Fund (Major)	$17,271,544	$13,675,426	($3,596,118)	(21%)	Transfers to the CIP and ERF reduced the unrestricted fund balance to Council's target of 25%
Capital Improvement Program (CIP) (Major)	$3,314,369	$2,422,407	($891,962)	(27%)	Projects deferred due to the pandemic are programmed for 2022 including the Recreation Center parking lot replacement and increased preventative maintenance
RWR Bond Projects	$0	$0	$0	0%	
2E Investing 4 the Future (Major)	$5,455,875	$7,244,158	$1,788,283	33%	Projects are complete. Revenues continue to fund debt service only
Public Art Fund	$360,386	$858,919	$498,533	138%	Development fee revenue continues to accrue; however, no projects are planned in 2022
Police Investigation Fund	$37,020	$28,030	($8,990)	(24%)	No funds were spent in 2021. Minimal interest is projected in 2022 and expenditures include computer software and police equipment.
Open Space Fund (Major)	$2,914,579	$1,351,506	($1,563,073)	(54%)	Major projects are budgeted for implementation.
Municipal Court Fund	$83,116	$61,166	($21,950)	(26%)	Projects returning to full case load in 2022.
Conservation Trust Fund	$380,771	$364,382	($16,389)	(4%)	
Equipment Replacement Fund (ERF)	$ 77,396	$577,496	$500,100	646%	One-time use tax revenues are transferred to this fund to save for future projects
Crime Prevention Fund	$157,827	$6,622	($151,205)	(96%)	Decreased Lodgers' Tax revenue and civilian staff wage increases have affected the fund balance

General Fund

The estimated 2022 beginning fund balance is 42% higher than projected during the 2021 process. This is because conservative projections were used to determine revenues as the pandemic's effect on the economy was uncertain. The City's revenues performed higher than projected in 2021. The 2021 and 2022 budgets include $7,495,455 of one-time use tax revenues associated with a hospital construction project to fund projects in the Capital Improvement Program and Equipment Replacement Funds.

Capital Improvement Fund (CIP)

The estimated 2022 beginning fund balance is 76% higher than projected due to increased revenues beyond projections and delays to project timing. The 2022 budget appropriates funding for a more aggressive project list to accomplish the community's goals. This includes increased funding for preventative maintenance, neighborhood traffic management, bridge maintenance projects and a new parking lot at the Recreation Center. The CIP's sole revenue stream, except for grants and interest, is Lodgers' Tax, accounting for only $300,000 of the 2022 revenue budget. Unless the City can determine other ongoing sources of revenues, the fund will continue to rely on transfers from the General Fund.

2E Investing for the Future Fund

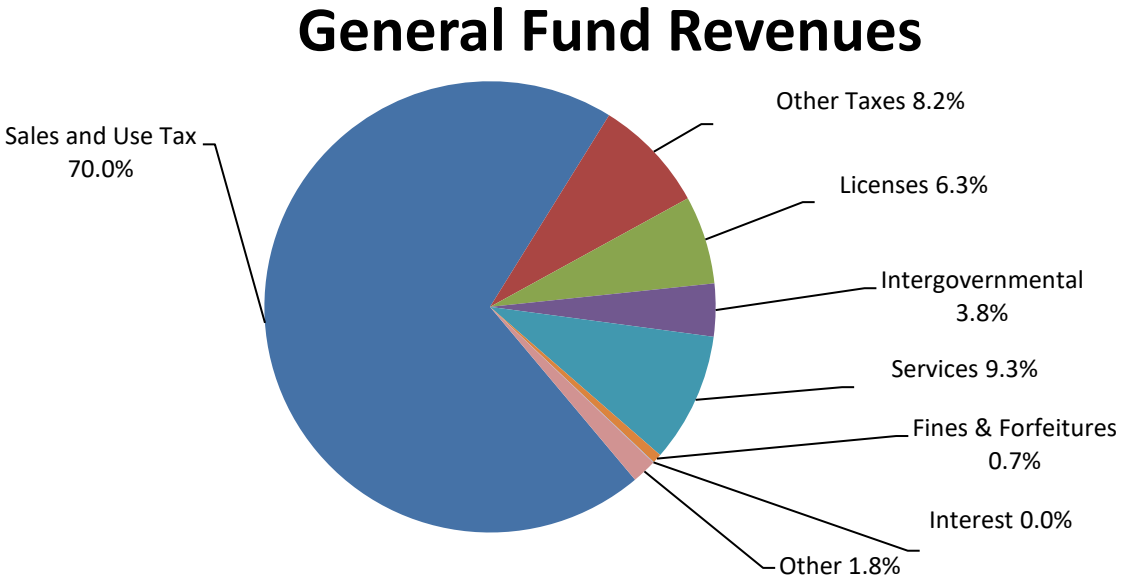
This fund projects an ending fund balance increase of 33% because project spending is almost complete with only $384,783 budgeted as a transfer to the Public Art Fund in 2022. While revenues continue to show strength, the major expense is debt service. The fund balance is projected to increase each year until the $38.5 million revenue cap is reached in 2024, after which the fund balance will decrease until the debt is fully repaid.

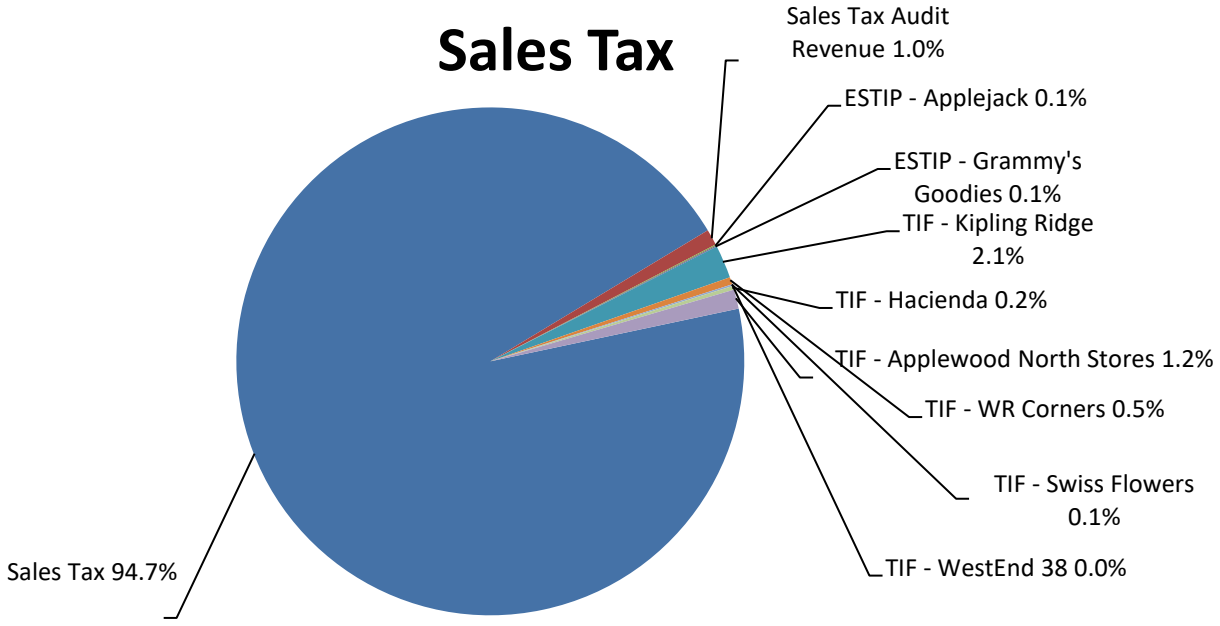
Open Space Fund

Some major projects are budgeted for implementation in 2022 which reduce both the restricted and unrestricted fund balances. These include the Green at 38th outdoor gathering space, post tension tennis court construction which is contingent on grant funding of 70%, and a trail replacement project. Of the $1,351,506 projected ending fund balance, $1,043,161 is restricted to the Wheat Ridge Ward Station transit-oriented development area. While the $308,345 remaining unrestricted fund balance is reduced from prior years, the strength and stability of the fund's main source of revenue will continue to fund park maintenance programs and development projects in later years.

General Fund Revenues
2022 Revenue Summary by Fund Types

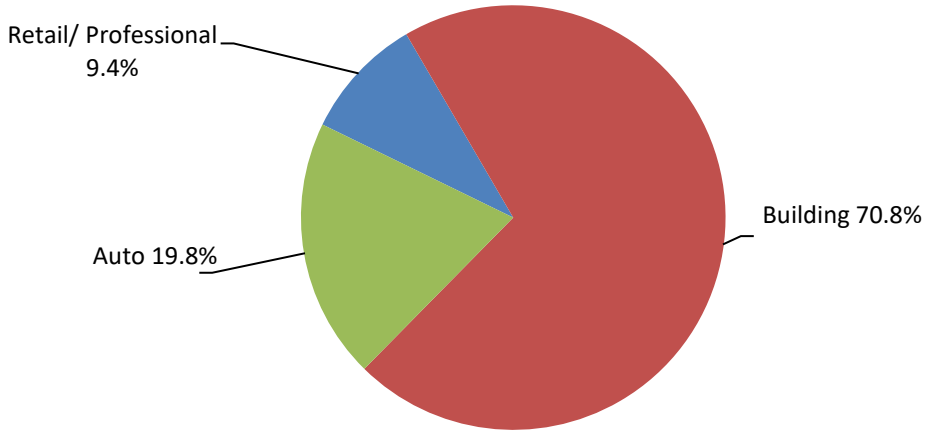
The City diligently works to maintain a strong, diverse revenue base recognizing that a dependence upon any individual revenue source would make revenue yields more vulnerable to economic cycles. All revenues are conservatively projected and are monitored and updated as necessary.



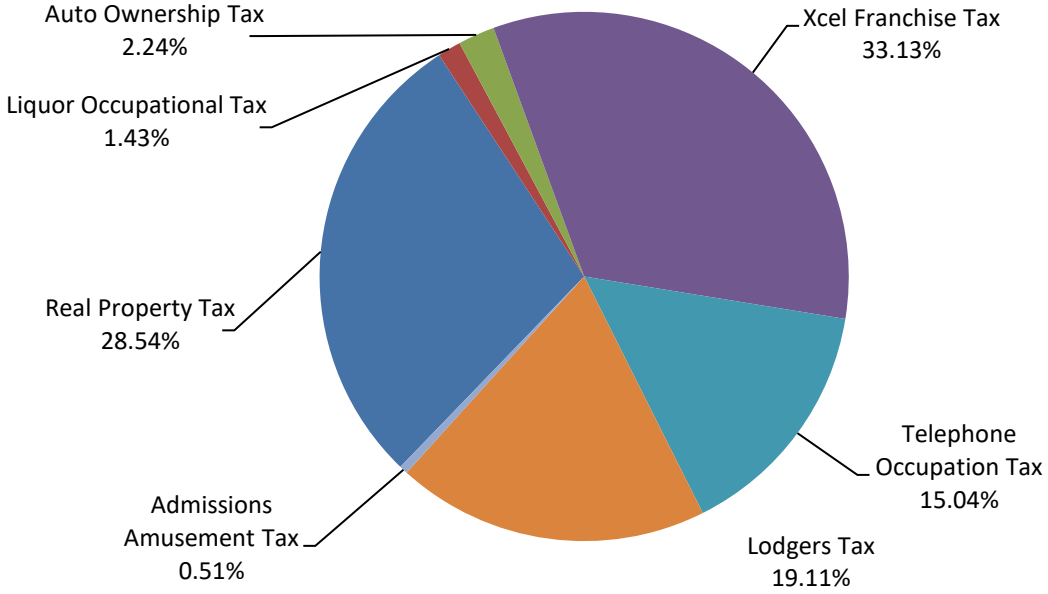


General Fund Revenues
2022 Revenue Summary by Fund Types

Use Taxes

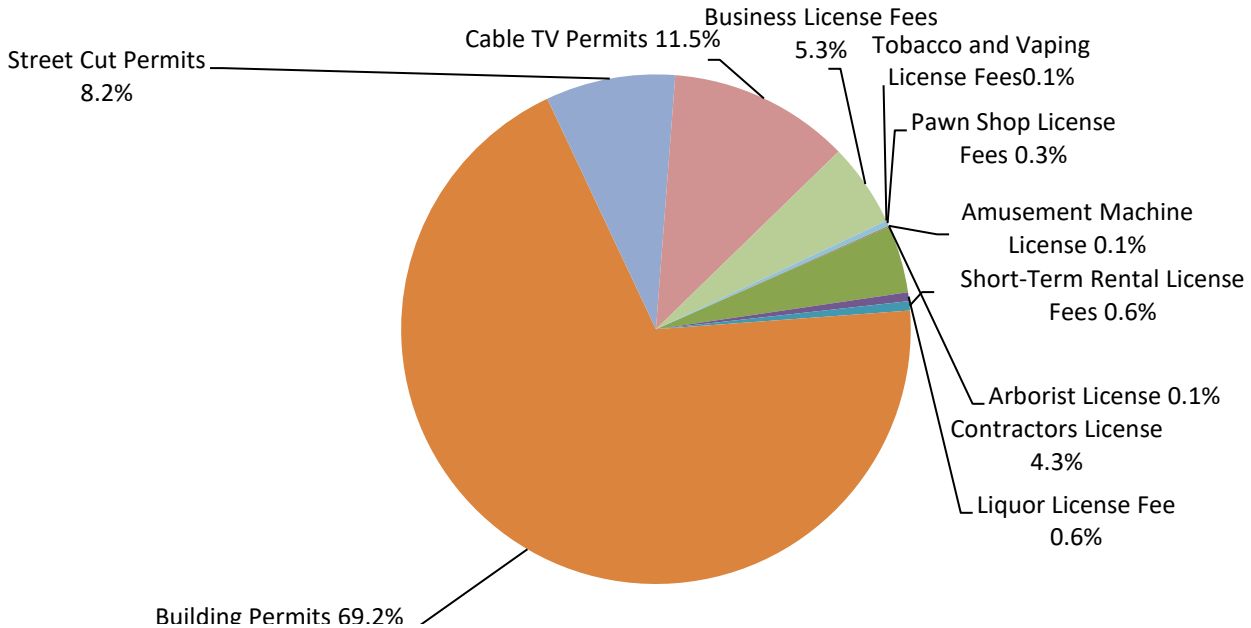


Other Taxes

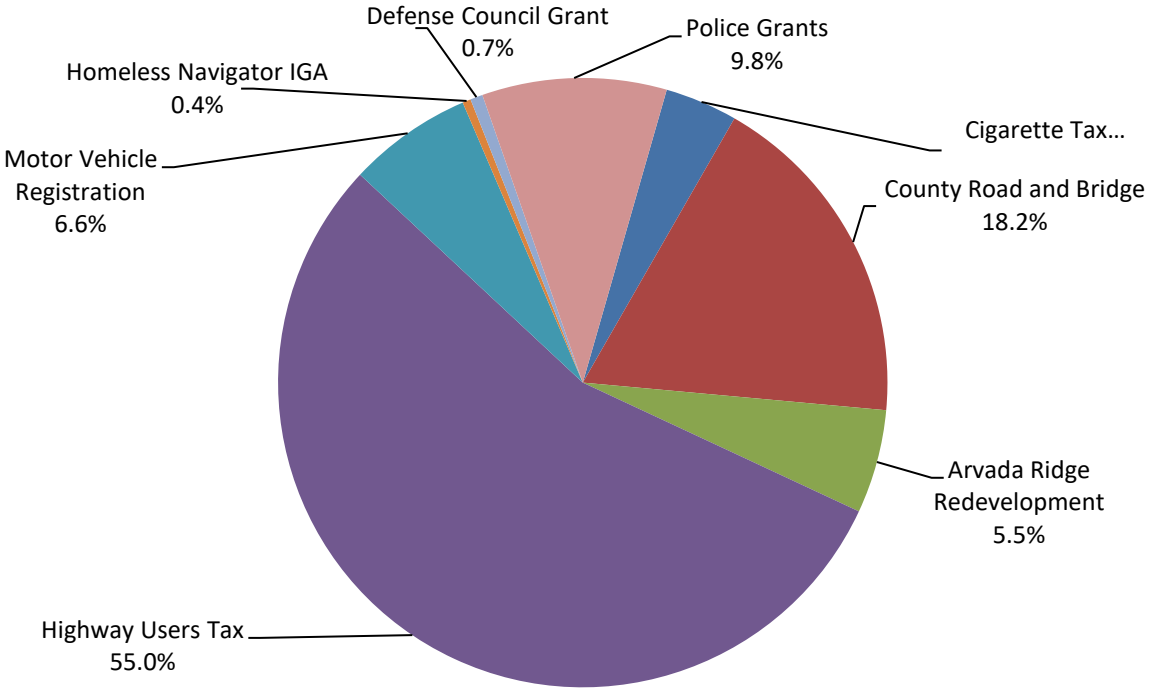


General Fund Revenues
2022 Revenue Summary by Fund Types

License Revenue



Intergovernmental Revenue



General Fund Revenues
Property Tax Revenue

Distribution: General Fund 100%

Source: Wheat Ridge property owners

Collection: The collection process begins with the Jefferson County Assessor's Office. Two types of property are valued by the Assessor's Office: 1) "real property" (land & buildings) and 2) "personal property" (business machines & equipment). Once market values are established, the Assessor's Office computes the assessed valuation of property based on state-legislated assessment percentages. Property is assessed at the end of one year, for collection in the following year. An eight-year history of these assessment percentages is provided in the table below:

Assessment Percentages **Property Class**	**2014**	**2015**	**2016**	**2017**	**2018**	**2019**	**2020**	**2021**
Real Property **Commercial & Personal:**	**29%**	**29%**	**29%**	**29%**	**29%**	**29%**	**29%**	**29%**
Residential:	**7.96%**	**7.96%**	**7.96%**	**7.96%**	**7.2%**	**7.15%**	**7.15%**	**7.15%**

City of Wheat Ridge Assessed Valuations
Total assessed valuation (in millions) for the City of Wheat Ridge for the past eight years is demonstrated by the following table:

	2014	**2015**	**2016**	**2017**	**2018**	**2019**	**2020**	**2021**
Assessed Valuation	$405	$468	$470	$560	$557	$636	$647	$726

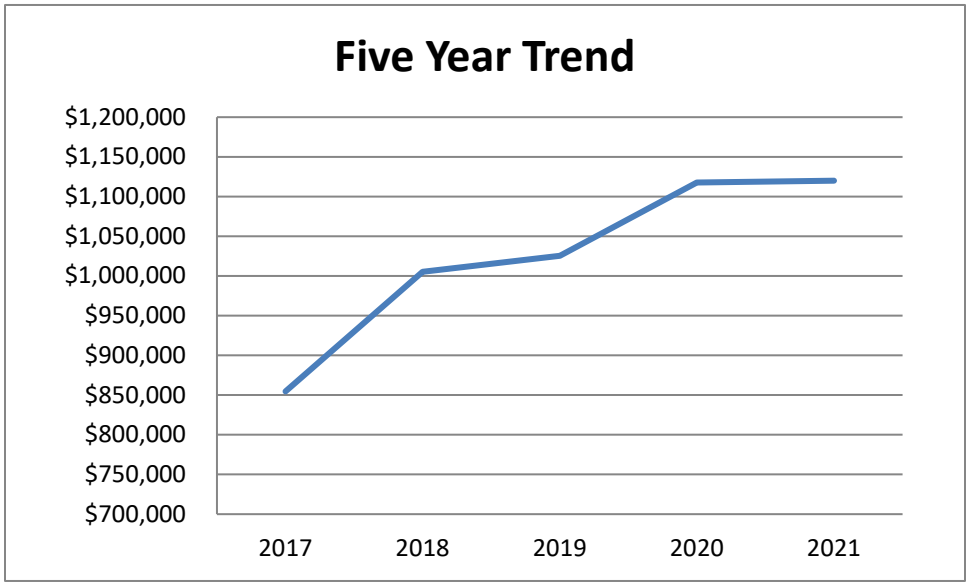
Mill Levies for Residents: Assessments are furnished to the Jefferson County Treasurer's Office. The Treasurer's Office issues property tax bills to every property owner based on the property's assessed valuation and the total mill levy which local governments have certified for the year. Within Wheat Ridge, mill levies are 1.83 and are certified by the City of Wheat Ridge.

Payment: Property owners pay property taxes to Jefferson County in either two installments due February 28 and June 15 or in one installment due April 30. Jefferson County wire transfers the City's property taxes directly to the City's main bank account on the 10th of the month following the month that the collection is processed by Jefferson County.

Legal Restrictions: The Gallagher Amendment to the Colorado Constitution restricts property tax growth in requiring the legislature to annually adjust the residential assessed valuation percentage to ensure that the proportion of residential to total state assessed valuation remains constant – residential properties pay 45% of the total property taxes, while commercial and industrial properties pay 55%. A repeal of the Gallagher Amendment was on the 2020 general election ballot which was approved by voters. The result was a stabilization of the residential property tax assessment rate at 7.15%.

General Fund Revenues
Property Tax Revenue

There is a statutory limitation which prohibits property tax revenue growth from exceeding 5.5% each year, adjusted for new construction, although it is generally held that home rule cities like Wheat Ridge are exempt from this provision.



Year	Revenue
2017	$854,613
2018	$1,005,405
2019	$1,025,513
2020	$1,025,513
2021 (E)	$1,120,000

Forecast: **2021 $1,120,000 Estimated** **2022 $1,120,000 Adopted**

Rationale: Forecast for 2021 is based on actual receipts and preliminary valuation information from the County Assessor. Beginning in late 2015 and early 2016, the City has experienced significant increases in residential and commercial development. The City expects to benefit from a continued increase in property tax revenues as a result of projects in 2022 and beyond yet continues to budget conservatively.

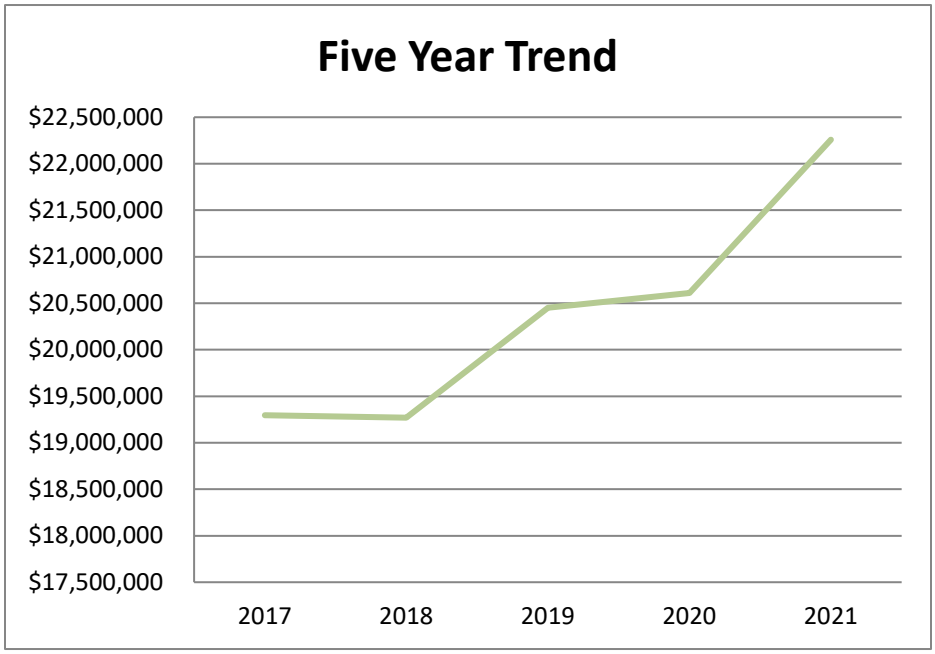
General Fund Revenues
Sales Tax Revenue

Distribution: General Fund 86% and 2E Bond Fund 14%
*CIP and Capital Equipment Replacement Funds are funded in part by General Fund transfers.

Source: Visitors, residents, and employers in Wheat Ridge

Collection: The City of Wheat Ridge collects a 3.5% tax on sales of tangible personal property and specific services. In 2016 a 0.5% sales tax increase was approved by the citizens of Wheat Ridge, effective January 1, 2017, for a period of 12 years or when $38.5 million dollars are raised, whichever occurs first. Sales Taxes are collected by the retailer and are reported directly to the City on either a monthly, quarterly, or annual basis.

Item	Tax	Breakdown
General Merchandise	8.0%	2.9% State, 1.1% District, 0.5% Jefferson County Open Space, 3.5% City
All Food	4.0%	0.5% Jefferson County Open Space, 3.5% City
Accommodations	14.5%	2.9% State, 1.1% District, 0.5% Jefferson County Open Space, 10.0% City
Admissions	4.0%	4.0% City



Year	Revenue
2017	$19,296,131
2018	$19,269,366
2019	$20,451,550
2020	$20,609,676
2021(E)	$22,258,450

Sales tax revenues have showed strength in Wheat Ridge over the past five years. Benefiting from the overall strong Front Range economy, the City has seen steady growth since 2016, despite the COVID-19 Pandemic.

Forecast: **2021 $22,258,450 Estimated** **2022 $23,258,450 Adopted**

Rationale: 2022 sales tax revenues are conservatively projected due to the unknowns of the pandemic's continued effect on the local economy yet account for

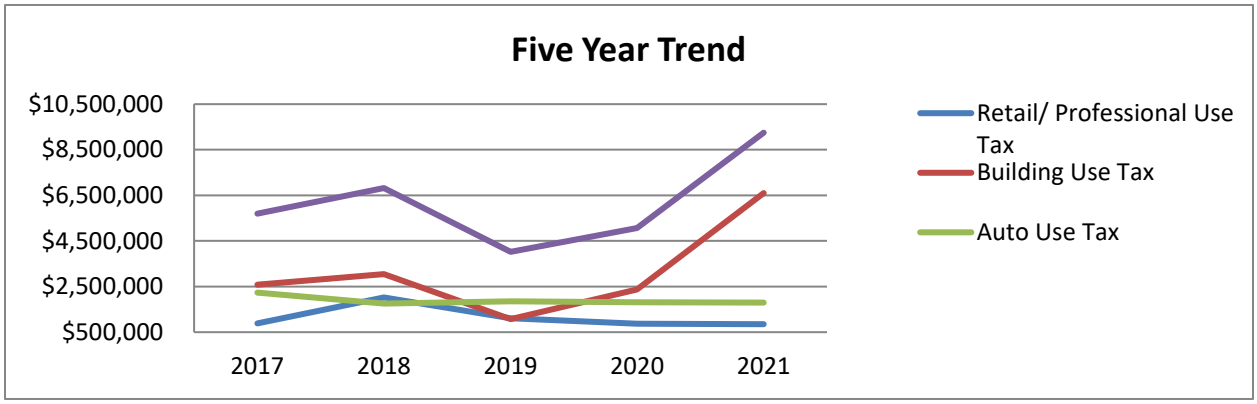
General Fund Revenues
Use Tax Revenue

Distribution: General Fund 86% and 2E Bond Fund 14%

Source: Citizens and businesses in Wheat Ridge, including automobile use tax collected and remitted by Jefferson County and use tax on business purchases remitted by businesses.

Collection: Use tax is equal to the City sales tax of 3.5%, due on all items used in business on which no local sales tax was paid or on which a lesser local sales tax was paid. Use tax may also be due on purchases made for operating supplies, furnishings, equipment, and fixtures. Jefferson County collects automobile use tax and remits monthly to the City of Wheat Ridge. Businesses remit tax to the City on a monthly, quarterly, or annual basis. The City utilizes a number of enforcement procedures to collect from delinquent accounts including taxpayer education, delinquency notices, personal phone contact and visits, audits, summons to municipal court and seizures.

Year	Retail Use	Building Use	Auto Use	Total Use Tax
2017	$884,379	$2,579,093	$2,234,924	$5,698,397
2018	$2,023,767	$3,045,776	$1,754,296	$6,823,839
2019	$1,104,035	$1,072,538	$1,846,614	$4,023,187
2020	$871,569	$2,379,632	$1,814,422	$5,065,623
2021(E)	$850,000	$6,600,253	$1,800,000	$9,250,253



Forecast: **2021 $9,250,253 Estimated** **2022 $9,069,192 Adopted**

Rationale: Generally, use tax has fluctuated based on changes in business investment, build out and new commercial development. The 2017 hailstorm positively impacted use tax for 2017 and 2018. 2018 also resulted in stronger use tax generation as a result of new projects breaking ground and the economy's continued recovery. 2019 resulted in a more typical year of retail, building and auto investment. 2021 and 2022 estimates higher than normal building use tax due to the construction of the SCL Health Hospital at Clear Creek Crossing. The one-time revenues generated by this project are predominantly allocated to capital investment expenditures.

Long-Range Financial Plan 2020 - 2027

	2020 Actual	2021 Estimated	2022 Adopted	2023 Projected	2024 Projected	2025 Projected	2026 Projected	2027 Projected	Projected Change %
BEGINNING FUND BALANCE	**$13,508,953**	**$12,020,367**	**$17,271,544**	**$11,873,086**	**$11,423,962**	**$12,565,735**	**$12,565,735**	**$14,385,110**	
GENERAL FUND REVENUE:									
Sales Taxes	$21,468,228	$23,427,685	$24,559,850	$25,542,244	$26,563,934	$27,626,491	$28,455,286	$29,308,944	3%-4%
Other Taxes	$3,467,153	$3,808,000	$3,924,000	$4,061,340	$4,203,487	$4,329,592	$4,459,479	$4,593,264	3%-3.5%
Use Taxes	$5,065,623	$9,250,253	$9,069,192	$9,341,268	$9,621,506	$9,910,151	$10,207,455	$10,513,679	3%
Licenses	$2,167,793	$3,300,247	$3,040,560	$3,101,371	$3,163,399	$3,195,033	$3,226,983	$3,259,253	1%-2%
Intergovernmental	$1,684,040	$1,742,931	$1,818,016	$1,836,196	$1,854,558	$1,873,104	$1,891,835	$1,910,753	1%
Services	$2,321,022	$3,264,253	$4,462,245	$4,506,867	$4,551,936	$4,597,455	$4,643,430	$4,689,864	1%
Fines & Forfeitures	$252,161	$308,900	$325,000	$328,250	$331,533	$334,848	$338,196	$341,578	1%
Interest	$165,104	$26,876	$21,849	$24,034	$28,841	$34,609	$41,531	$49,837	10-20%
Other	$3,093,343	$717,793	$848,396	$856,880	$865,449	$874,103	$882,844	$891,673	1%
TOTAL REVENUE	**$39,684,467**	**$45,846,938**	**$48,069,108**	**$49,598,450**	**$51,184,641**	**$52,775,385**	**$54,147,039**	**$55,558,845**	
TOTAL REVENUE	**$53,193,420**	**$57,867,305**	**$65,340,652**	**$61,471,536**	**$62,608,603**	**$65,341,121**	**$66,712,775**	**$69,943,955**	
GENERAL FUND EXPENDITURES:									
Legislative	$354,327	$395,583	$524,007	$529,247	$534,540	$539,885	$545,284	$550,737	1%
City Manager's Office	$2,254,591	$2,339,155	$2,827,258	$2,883,803	$2,941,479	$3,000,309	$3,060,315	$3,121,521	2%
City Attorney	$361,546	$374,200	$430,000	$438,600	$447,372	$456,319	$465,446	$474,755	2%
City Clerk's Office	$143,696	$183,127	$188,499	$192,269	$196,114	$200,037	$204,037	$208,118	2%
City Treasurer	$33,186	$35,108	$36,208	$36,570	$36,936	$37,305	$37,678	$38,055	1%
Central Charges	$5,387,934	$4,931,705	$5,501,028	$5,611,049	$5,723,270	$5,837,735	$5,954,490	$6,073,579	2%
Municipal Court	$839,299	$811,944	$1,106,755	$1,128,890	$1,151,468	$1,174,497	$1,197,987	$1,221,947	2%
Administrative Services	$3,848,090	$4,275,678	$4,713,179	$4,807,443	$4,903,591	$5,001,663	5,101,697	$5,203,730	2%
Community Development	$2,821,768	$4,699,811	$4,080,397	$4,162,005	$4,245,245	$4,330,150	4,416,753	$4,505,088	2%
Police	$11,730,765	$11,785,665	$13,138,640	$13,401,413	$13,669,441	$13,942,830	14,221,686	$14,506,120	2%
Public Works	$3,571,183	$3,505,062	$3,944,911	$4,023,809	$4,104,285	$4,186,371	4,270,099	$4,355,501	2%
Parks and Recreation	$6,126,403	$5,958,723	$7,678,899	$7,832,477	$7,989,127	$8,148,909	8,311,887	$8,478,125	2%
TOTAL EXPENDITURES	**$37,472,788**	**$39,295,761**	**$44,169,781**	**$45,047,574**	**$45,942,868**	**$46,856,010**	**$47,787,359**	**$48,737,276**	
Transfer Payments Out									
Equipment Replacement Fund	$100,000	$0	$500,000	$500,000	$100,000	$100,000	$100,000	$100,000	
CIP	$3,600,000	$1,300,000	$6,995,445	$4,500,000	$4,000,000	$4,000,000	$4,000,000	$4,000,000	
Open Space	$0	$0	$0	$0	$0	$0	$0	$0	
TOTAL	**$3,700,000**	**$1,300,000**	**$7,495,445**	**$5,000,000**	**$4,100,000**	**$4,100,000**	**$4,100,000**	**$4,100,000**	
ENDING FUND BALANCE	**$12,020,632**	**$17,271,544**	**$13,675,426**	**$11,423,962**	**$12,565,735**	**$14,385,110**	**$14,825,416**	**$17,106,679**	
State Madated Reserve for Emergencies	$1,124,184	$1,178,873	$1,325,093	$1,351,427	$1,378,286	$1,405,680	$1,433,621	$1,462,118	
Reserved for Channel 8	$223,133	$206,421	$223,276	$227,276	$231,276	$235,276	$239,276	$243,276	
Reserved for Fruitdale Loan	$1,085,000	$1,085,000	$1,085,000	$1,085,000	$1,005,000	$970,000	$930,000	$890,000	
Unrestricted Fund Balance	**$9,588,315**	**$14,801,250**	**$11,042,057**	**$8,760,259**	**$9,951,173**	**$11,774,154**	**$12,222,519**	**$14,511,285**	
Mininum Reserve Policy 17%	$6,370,374	$6,680,279	$7,508,863	$7,658,088	$7,810,288	$7,965,522	$8,123,851	$8,285,337	

PROJECTION NOTES:

- General Fund revenue projections for sales tax, other taxes and use tax assumes growth of 3-4%. This conservative projection is based on current and planned economic development activity for 2022 and beyond. This projection includes planned commercial and residential development and accounts for a period of stability following the pandemic's economic influence.
- All other general fund revenue projections modestly project 1-2% increases. In particular, licensing continues to grow due to the addition of new licensing programs. Interest earnings are conservatively projected at 10-20% and not accounting for a full rebound to pre-pandemic rates.
- General Fund expenditure projections assume a 1%- 2% growth in each operational area in 2023 and beyond.
- Current and future projections for CIP include a transfer from the General Fund.
- Equipment Replacement Fund will be funded by a transfer from the General Fund when funds are available. The larger transfer in 2022 and 2023 projects saving for an ERP system and police radio replacement.
- Projections for the Channel 8 reserve average $38,000 annually in PEG fee payments.

Disclaimer *- this long-range financial plan is intended for illustrative purposes only and is subject to change during the annual budget development.*

Financial Obligations

All of the City of Wheat Ridge's debt service and financial obligations are appropriated for each budget year, whether or not they are legally classified as debt. In Colorado, Certificates of Participation (COP) and lease purchase agreements are not considered debt.

2017 Sales and Use Tax Revenue Bonds – Rating AA-

On May 2, 2017, the City issued $30,595,000 Sales and Use Tax Revenue Bonds, Series 2017A. Bond proceeds will be used to finance certain improvement projects (please refer to Investing 4 the Future section of the budget). Interest accrues on the bonds at rates ranging from 3% - 5% per annum and is payable *semi-annually on June 1 and December 1, beginning on December 1, 2017*. *Annual principal payments are due on December 1, from 2017 through 2027*. As of December 31, 2021 the City has an outstanding bond payable of $20,318,400.

Financial Obligation	Year	Interest	Principal	Total
Sales and Use Tax Revenue Bonds, Series 2017A	2017	690,455	2,800,000	3,490,455
	2018	1,105,300	2,400,000	3,505,300
	2019	1,033,300	2,465,000	3,498,300
	2020	934,700	2,565,000	3,499,700
	2021	832,100	2,665,000	3,497,100
	2022	778,800	2,720,000	3,498,800
	2023	642,800	2,860,000	3,502,800
	2024	499,800	3,000,000	3,499,800
	2025	349,800	3,150,000	3,499,800
	2026	238,800	3,260,000	3,498,800
	2027	108,400	2,710,000	2,818,400
Totals		**$7,214,255**	**$30,595,000**	**$37,809,255**

Community Solar Garden

The City has a lease purchase agreement to purchase electric generating capacity in a solar garden in partnership with Xcel Energy. The payments are made as part of the Central Charges program budget. As of December 31, 2021, the City has a capital lease outstanding amount of $532,271. The following table is a list of lease purchases as of December 31, 2021:

Long-Term Debt Lease	Balance
Community Solar Garden Note	$800,000
Total	**$800,000**

On *March 23, 2015*, the City entered into an agreement to purchase electric generating capacity in a solar garden. The agreement was funded on *April 13, 2015* with a lease agreement for $800,000. The solar power capacity is recorded as capital assets in the amount of $631,011. Annual payments of $80,167.08, including principal and interest accruing at 5.75%, are due on the *1st of each month*

through May 1, 2030. For its participation, the City receives energy credits to be used against energy consumption at various facilities.

Financial Obligation	Year	Interest	Principal	Total
Community Solar Garden Note	2015	27,322.90	19,441.23	46,764.13
	2016	44,561.34	35,605.74	80,167.08
	2017	42,429.22	37,737.86	80,167.08
	2018	40,169.41	39,997.67	80,167.08
	2019	37,774.27	42,392.81	80,167.08
	2020	35,235.71	44,931.37	80,167.08
	2021	32,545.14	47,621.94	80,167.08
	2022	29,693.46	50,473.62	80,167.08
	2023	26,671.01	53,496.07	80,167.08
	2024	23,467.57	56,699.51	80,167.08
	2025	20,072.31	60,094.77	80,167.08
	2026	16,473.73	63,693.35	80,167.08
	2027	12,659.65	67,507.43	80,167.08
	2028	8,617.19	71,549.89	80,167.08
	2029	4,332.67	75,834.41	80,167.08
	2030	480.62	32.922.33	33,402.95
Totals		**$402,506.20**	**$800,000.00**	**$1,202,506.20**

Department / Fund Matrix

This matrix displays expenditures from each fund and the relationship between functional units, general and special funds.

Fund number	Fund	Department										
		General Government	City Treasurer	City Clerk	City Manager	Municipal Court	Administrative Services	Community Development	Police Department	Public Works	Parks and Recreation	Total
1	General Fund	$ 6,455,035	$ 36,208	$ 188,499	$ 2,827,258	$ 1,106,755	$ 4,713,179	$ 4,080,397	$ 13,138,640	$ 3,944,911	$ 7,678,899	$ 44,169,781
30	Capital Improvement Program (CIP) Fund							$ 610,000		$ 19,413,716	$ 1,739,589	$ 21,763,305
31	Investing 4 the Future 2E Fund						$ 3,884,083					$ 3,884,083
40	URA Bond Projects Fund							$ 4,900,000		$ 1,000,000		$ 5,900,000
Special Funds												
12	Public Art Fund											$ 0
17	Police Investigation Fund								$ 9,000			$ 9,000
32	Open Space Fund										$ 5,375,079	$ 5,375,079
33	Municipal Court Fund					$ 32,250						$ 32,250
54	Conservation Trust Fund										$ 367,500	$ 367,500
57	Equipment Replacement Fund											$ 0
63	Crime Prevention/ Code Enforcement Fund								$ 621,305			$ 621,305
	Total	$ 6,455,035	$ 36,208	$ 188,499	$ 2,827,258	$ 1,139,005	$ 8,597,262	$ 9,590,397	$ 13,768,945	$ 24,358,627	$ 15,161,067	$ 82,122,303

General Government

About General Government

The City of Wheat Ridge is a home-rule City operating under a Council-Manager form of government. In this form of government, the Council is the governing body of the City elected by the public, and the Manager is hired by Council to carry out the policies it establishes.

The Council consists of eight members, two from each Council District, and an at-large Mayor. The Council provides legislative direction while the Manager is responsible for preparing the budget, directing day-to-day operations, and personnel management. The Mayor and Council, as a collegial body, are responsible for setting policy and approving the budget. The Manager serves as the Council's chief advisor and serves at the pleasure of the Council.

General Government includes Legislative Services (Mayor and City Council), City Attorney services, and Central Charges. Central Charges encompasses overall City expenses, including medical, dental, life, and disability insurance for General Fund employees, Property/Casualty and Workers Compensation premiums, and expenditures of Citywide general operations, including utilities and janitorial.

2022
Budget Priorities

Set policy and develop initiatives to further the City's 2035 Vision…

"Wheat Ridge is an attractive and inviting city and community for families. Wheat Ridge has great neighborhoods, is a hub of commerce with a choice of economically viable commercial areas, and has diverse transportation. Wheat Ridge is committed to environmental stewardship, and its residents enjoy an active, healthy lifestyle and are proud of their hometown."

(L-R) City Councilors Stites, Hultin, City Clerk Kirkpatrick and City Councilors Nosler Beck and Hutchinson at their swearing in ceremony in 2019

Mayor Bud Starker

General Government
Legislative Services
01-102

Core Business

The Legislative Services division of the City is comprised of the Mayor and eight Council members; two Council members represent each geographic Council District. The duties of the elected Council include:

- Serve as the legislative and policy-making body of the City in a Council-Manager form of government
- Adopt laws, ordinances, and resolutions
- Appoint City Manager, City Attorney, and Municipal Court Judge
- Appoint members of the community to City boards and commissions and encourage community involvement
- Conduct regular public Council meetings, study sessions, and special meetings
- Sign official documents and agreements on behalf of the City

2021 Strategic Accomplishments

- Created a resident-led Race and Equity Taskforce to address issues, policies, and practices related to systemic racism in Wheat Ridge
- Transitioned Council meetings to a hybrid platform, providing accessibility to members of the public
- Developed a tree program to assist residents with the appropriate replacement of trees on private property, improving the tree canopy
- Updated City code regulating short-term rentals, retail tobacco, traffic impediments, and noise
- Determined eight strategic priorities to guide the City's advancement
- Adopted an amendment to the comprehensive plan and helped facilitate a community conversation for future redevelopment of the Lutheran Legacy Campus
- Completed 2021/2022 Council priority: reviewed the missing vision and funding of Localworks

2022 Strategic Priorities

- Continue work to further diversity, equity, and inclusion initiatives in Wheat Ridge
- Prioritize work related to Council's priorities, including broadening community education and involvement, addressing accessory dwelling units, reexamining and addressing sidewalks on 38th Avenue, improving permitting and licensing, implementing bulk plane in all residential districts, improving commercial corridors, and addressing issues related to homelessness

General Government
City Attorney
01-107

Core Business

- Counsel and advise the City Council, City Manager, boards and commissions, and department directors on the legal implications of contemplated policy and administrative decisions
- Prepare and review City ordinances, contracts, and intergovernmental agreements
- Provide legal advice to all City departments, to Human Resources on personnel matters, and the Police Department on intergovernmental agreements and new legislation
- Represent the City in litigation in state and federal courts and before local and state administrative agencies.
- Coordinate litigation defense provided by the City's insurance carrier
- Conduct legal training and other educational programs related to compliance with the City Charter and Code of Laws
- Supervise prosecution of City Code violations in Municipal Court
- Prosecute enforcement of sales tax and Liquor Authority cases
- Assist City Council in achieving its policy goals

2021 Strategic Accomplishments

- Addressed changes to Code of Laws required by recent legislation
- Participated in an interdepartmental team to develop massage business licensing and enforcement program
- Managed litigation against the City by coordinating and directing the work of defense attorneys assigned by the City's insurance carrier
- Represented the City in negotiations and court process to acquire needed right-of-way for Wadsworth improvement project
- Advised Police Department on compliance with new statewide legislation on police conduct

2022 Strategic Priorities

- Supervise litigation and personal injury claims against the City to assist with insurance defense and coverage
- Assist City Clerk and Police Department in complying with increasingly expansive CORA law
- Advise City council and staff as the Clear Creek Crossing and Lutheran campus redevelopment projects require City action
- Conduct training for Board of Adjustment and Planning Commission members

City Attorney

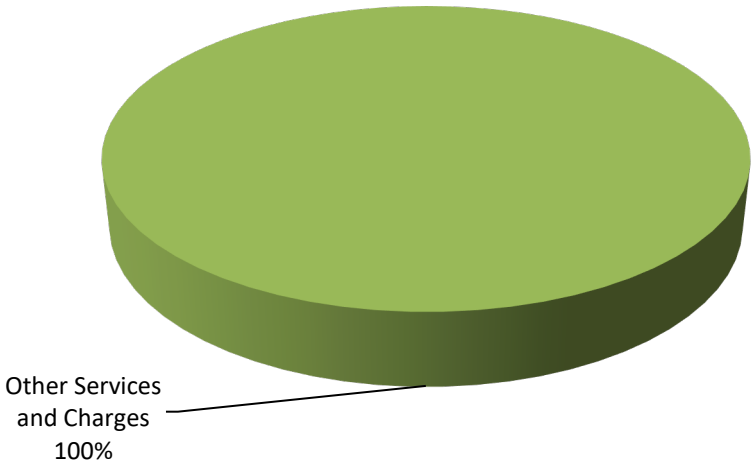
Staffing and Financial Summary

01-107

	2019 Authorized	2020 Authorized	2021 Authorized	2022 Authorized
Legal Services - Contracted	0	0	0	0
	0	0	0	0

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Personnel Services	$0	$0	$0	$0
Materials and Supplies	$0	$0	$0	$0
Other Services and Charges	$361,546	$374,200	$374,200	$430,000
Capital Outlay	$0	$0	$0	$0
	$361,546	$374,200	$374,200	$430,000

Total 2022 Budget by Object



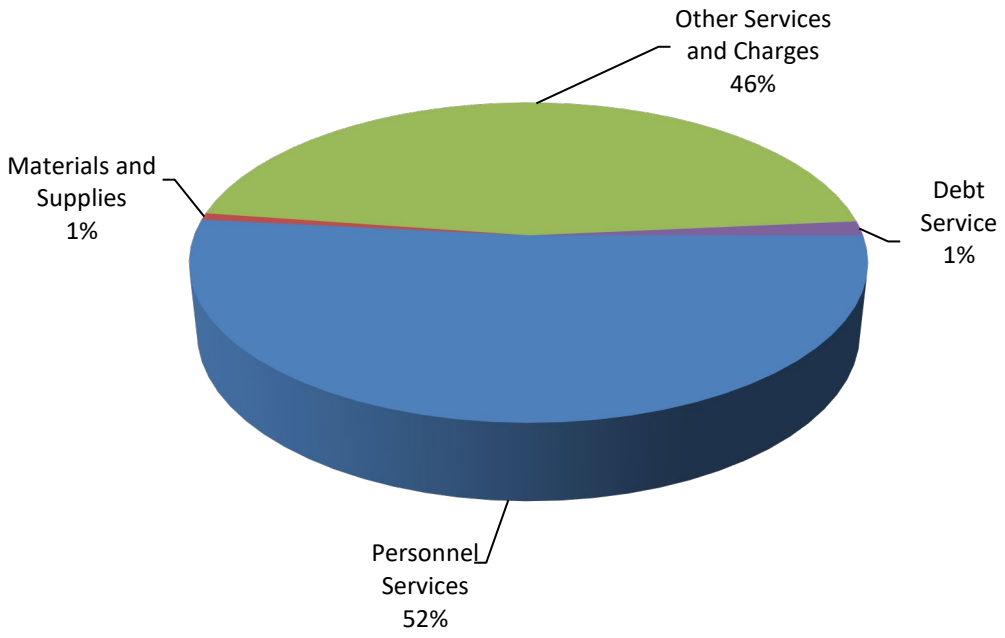
Central Charges

Staffing and Financial Summary
01-610

	2019 Authorized	2020 Authorized	2021 Authorized	2022 Authorized
No Staff Authorized	0	0	0	0
	0	0	0	0

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Personnel Services	$2,724,436	$2,596,143	$2,622,059	$2,841,201
Materials and Supplies	$30,939	$35,300	$35,300	$37,300
Other Services and Charges	$2,552,392	$2,251,212	$2,194,178	$2,542,359
Debt Service	$80,167	$83,167	$80,168	$80,168
	$5,387,934	$4,965,822	$4,931,705	$5,501,028

Total 2022 Budget by Object



City Treasurer's Office

About the Office of the City Treasurer

01-101

The Treasurer shall be elected by a majority vote of the electors of the City of Wheat Ridge at each general municipal election and shall have the same qualifications as members of the City Council.

It shall be the Treasurer's responsibility to establish a system of accounting and auditing for the City which shall reflect, in accordance with generally accepted accounting principles, the financial condition and operation of the City.

The Treasurer shall be a custodian of all public monies belonging to or under the control of the City or any office, department, or agency of the City and shall deposit or invest all monies as directed by the Council.

2022
Budget Priorities

- Pursue savings/revenue-enhancing opportunities
- Pursue policies to move toward financial sustainability
- Manage investments to maintain cash flow as needed
- Maintain investment policy to reflect state law and best practices

Chris Miller, City Treasurer

City Treasurer
01-101

Core Business

- Manage the City's cash flow
- Manage the City's banking agreements and services to conform with best practices
- Manage City investments to maintain a stable, revenue-enhancing portfolio
- Perform all other duties as may be required by ordinance
- Work with City Council on tax code changes and enhancements through an ordinance change

2021 Strategic Accomplishments

- Managed and monitored the City's investment portfolio yielding higher returns prior to the economic downturn
- Continued financial transparency efforts through City Treasurer Reports on the City website and social media

2022 Strategic Priorities

- Analyze cash flow to ensure maximum investment potential is realized
- Improve fiscal transparency and financial reporting to Wheat Ridge residents
- Review and update the City's investment policy

City Treasurer

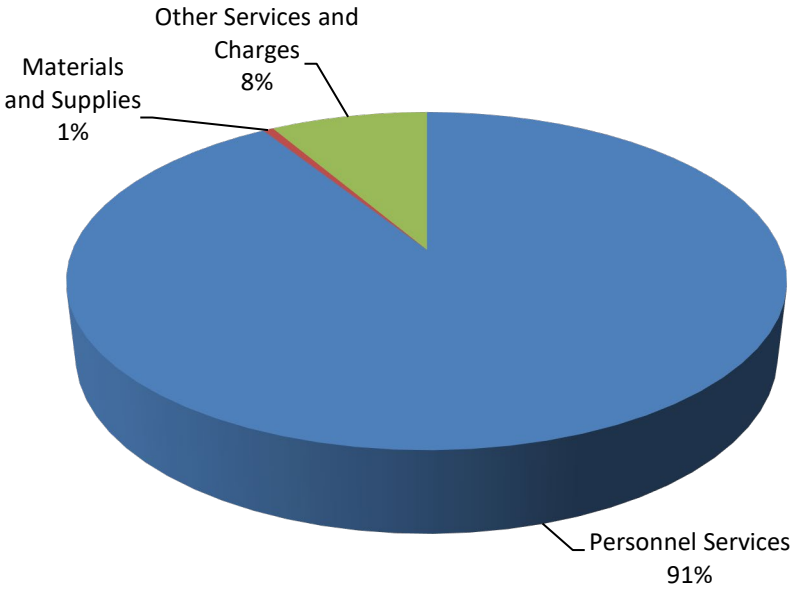
Staffing and Financial Summary

01-101

	2019 Authorized	2020 Authorized	2021 Authorized	2022 Authorized
City Treasurer	Elected	Elected	Elected	Elected
	Elected	Elected	Elected	Elected

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Personnel Services	$33,186	$32,958	$32,958	$32,958
Materials and Supplies	$0	$150	$150	$200
Other Services and Charges	$0	$2,000	$2,000	$3,050
Capital Outlay	$0	$0	$0	$0
	$33,186	$35,108	$35,108	$36,208

Total 2022 Budget by Object



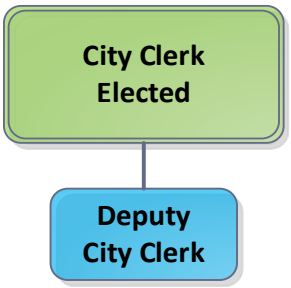
City Clerk's Office

About the City Clerk's Office

01-108

The City Clerk's Office maintains and certifies records of all City business, including resolutions, ordinances, meeting minutes, official deeds, leases, contracts, and agreements. In addition, it is the duty of the City Clerk to administer all municipal elections, to act as chairperson of the election commission, is the clerk to the Police Pension Board, fulfills all public information requests, and provide and manage all petition forms for any purpose under the provisions of the City's Charter.

The City Clerk's Office handles the posting of all public notices, the administration and maintenance of liquor and amusement licenses, and the fulfillment of public record requests.



2022
Budget Priorities

- Collaborate with the Police Department regarding liquor enforcement
- Develop a program of continuing education for liquor and amusement licensees and special event holders
- Produce and implement election and referendum procedures and policies
- Assist Colorado Municipal Clerks Association in producing educational training seminars for a state-wide organization

Steve Kirkpatrick, City Clerk

City Clerk's Office
01-108

Core Business

- Maintain records of City ordinances, resolutions, deeds, easements, and official documents, including management of Municipal Code supplements
- Administer fees, licenses, and requirements of the City's liquor establishments
- Serve as liaison to the Wheat Ridge Liquor License Authority Board
- Coordinate with Jefferson County for all municipal, primary, and general elections
- Record and maintain a permanent record of City Council proceedings
- Oversee the publication of all notices, proceedings, and matters of public record
- Administer the amusement license policies, procedures, and fees
- Serve as Clerk to the Police Pension Board
- Coordinate the application and appointment process for the City's eleven boards and commissions
- Administer yearly destruction of records per the Colorado Model Municipal Records Retention Schedule
- Coordinate fulfillment of Public Information Requests (CORA)

2021 Strategic Accomplishments

- Continued digital archiving of City records to ensure permanent digital backup
- Saved money with better management of public notice advertisements
- Attended the Colorado Municipal Clerks Association (CMCA) Institute
- Continued training and education classes at CMCA Academy
- Presented class topics for CMCA Institute and Academy courses
- Instructed both basic and advanced liquor classes to Colorado municipal clerks at CMCA Institute and Academy
- Coordinated with the City Attorney's office to update City Code to comply with new and existing state liquor statutes
- Assisted the Colorado Municipal League to update their liquor licensing handbook for municipal clerks
- Reviewed and revised election forms, procedures and created a candidates resources manual

2022 Strategic Priorities

- Obtain Colorado Municipal Clerks Certificate
- Improve communication with the Police Department regarding liquor enforcement
- Continue to develop a certification program of education for liquor, amusement licensees, and special event holders
- Participate in Colorado Municipal Clerks Association Annual Institute as a trainer
- Initiate referendum policies and procedures documents
- Reform and update Election law in city code
- Document procedures for all local election processes
- Grow online service offerings

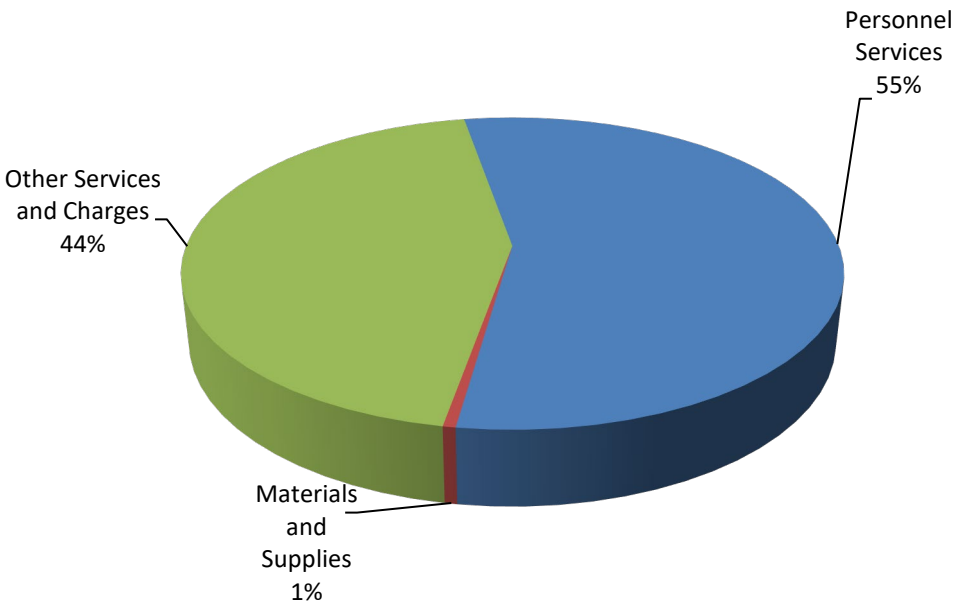
City Clerk's Office

Staffing and Financial Summary
01-108

	2019 Authorized	2020 Authorized	2021 Authorized	2022 Authorized
City Clerk	Elected	Elected	Elected	Elected
Deputy City Clerk	1	1	1	1
Total	1	1	1	1

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Personnel Services	$101,103	$98,427	$100,239	$103,799
Materials and Supplies	$508	$1,000	$500	$1,000
Other Services and Charges	$42,086	$73,700	$82,388	$83,700
	$143,696	$173,127	$183,127	$188,499

Total 2022 Budget by Object



City Manager's Office

About the City Manager's Office

01-106

The City of Wheat Ridge functions within a Council-Manager form of government, which combines the strong political leadership of elected officials with the strong managerial experience of an appointed manager. The Council-Manager form of government was created to fight corruption and unethical behavior by fostering professionalism, transparency, responsiveness, and accountability. It promotes citizen representation and supports the political direction of an elected City Council through the administrative guidance of an appointed City Manager. The City Manager supervises the delivery of public services and implements public policy approved by the Council.

The City Manager's Office facilitates economic development activities to promote and market Wheat Ridge, retain and attract retail activity, rehabilitate underutilized commercial corridors, and increase primary job opportunities. In addition, this office manages the Sustainable Wheat Ridge programming and the local Homeless Navigator program in coordination with the Jeffco Regional Homeless Navigator effort.

2022
Budget Priorities

- Engage development and redevelopment opportunities throughout the City of Wheat Ridge
- Develop and implement strategies to address issues related to homelessness
- Prioritize work related to Council's strategic priorities
- Implement the updated Neighborhood Revitalization Strategy
- Complete projects associated with the Renewal Wheat Ridge bond

City Manager, Patrick Goff

Homeless Navigator creating move-in kits with Wheat Ridge Rotary Club

CITY MANAGER'S OFFICE

City Manager's Office
01-106

Core Business

- Provide overall administration for the City in accordance with City Council goals and policies
- Manage and supervise departments, agencies, and offices to achieve goals with available resources
- Provide oversight in preparation and execution of the budget
- Manage and direct economic development programs within the City of Wheat Ridge
- Provide effective communication with City Council, employees, and members of the public
- Ensure organizational expectations are incorporated into daily work processes
- Manage Sustainable Wheat Ridge programming and Homeless Navigator efforts

2021 Strategic Accomplishments

- Winner of NLC's 2021 All-America City Award
- Continued implementation of 2E projects
- Continued to facilitate sustainable economic development opportunities
- Implemented Council's short-term housing regulations
- Completed an amendment to the City's comprehensive plan for the redevelopment of the Lutheran Legacy campus
- Led development of Council's Tobacco Retail Licensing ordinance
- Determined and implemented strategies to support residents experiencing homelessness
- Installed first two electric vehicle charging stations on municipal property
- Supported Council's work related to diversity, inclusion, and antiracism, including the appointment of the resident-led Race and Equity Task Force
- Continued Wheat Ridge 101 resident academy in collaboration with Localworks

2022 Strategic Priorities

- Continue to facilitate sustainable economic development opportunities
- Increase support for individuals experiencing homelessness through City's Homeless Navigation program and community partnerships
- Increase City's resident sustainability impact through the Sustainable Neighborhood Program
- Continue to support Council's work related to diversity, inclusion, and antiracism
- Prioritize work related to Council's strategic priorities
- Implement the projects associated with the Renewal Wheat Ridge Bond

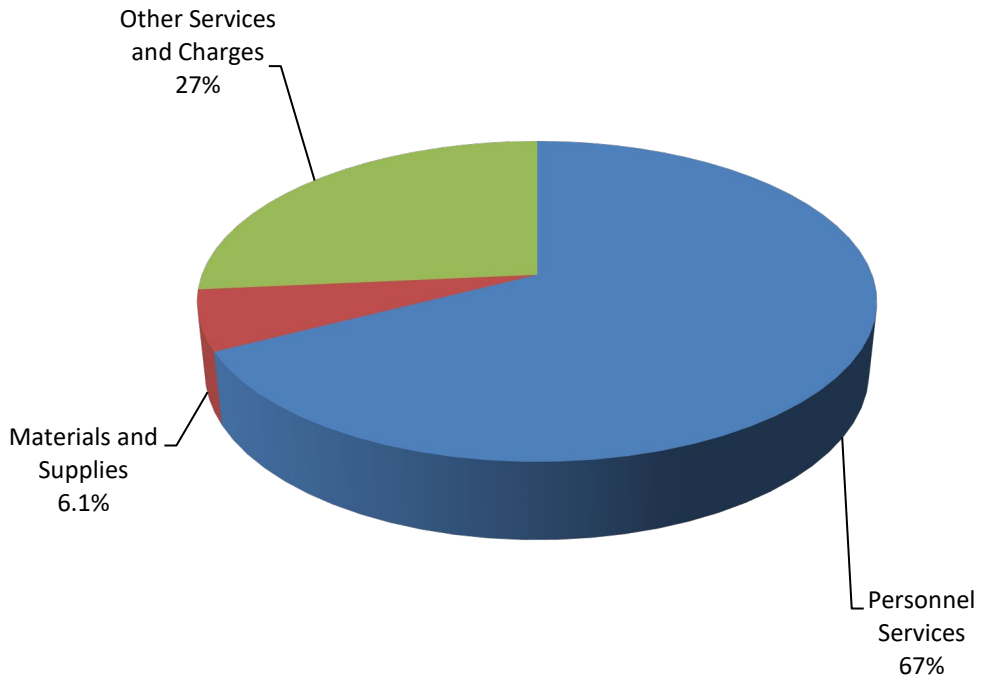
City Manager's Office

Staffing and Financial Summary
01-106

	2019 Authorized	2020 Authorized	2021 Authorized	2022 Authorized
City Manager	1	1	1	1
Assistant to the City Manager	1	1	1	1
Sustainability Coordinator	0	0.5	1	1
Homeless Navigator	0	1	1	1
	2	3.5	4	4

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Personnel Services	$370,916	$463,091	$447,309	$501,420
Materials and Supplies	$19	$16,750	$11,600	$45,100
Other Services and Charges	$33,066	$239,302	$231,612	$196,720
Capital Outlay	$0	$0	$0	$0
	$404,001	$719,143	$690,521	$743,240

Total 2022 Budget by Object



Economic Development
01-105

Core Business

- Retention, expansion, and attraction of business
- Assist in site location, development, building requirements, and real estate transactions
- Market Wheat Ridge and its economic development programs
- Monitor and process accounting for TIF, ESTIP, and BDZ agreements
- Serve as Executive Director of the Wheat Ridge Urban Renewal Authority

2021 Strategic Accomplishments

- Supported business activities through COVID-19 by coordinating grant programs, enhancing "Shop Wheat Ridge" marketing initiatives, and delivering PPE
- Led team to issue property tax increment bonds for Renewal Wheat Ridge (RWR)
- Advanced the priorities of RWR through the redevelopment of key properties
- Participated in the All-America City
- Approved development agreements relating to TIF and Grant Agreements for RWR
- Served as board president of Jefferson County Business Resource Center (JCBRC) and Downtown Colorado, Inc. Served on the Governance Committee for Jefferson County Economic Development (Jeffco EDC)
- Worked with the Jeffco Assessor's Office on the calculations of Urban Renewal tax increment base and increment
- Coordinated with Wheat Ridge Business Association, Wheat Ridge Chamber, and West Metro Chamber of Commerce to strengthen the Wheat Ridge business environment

2022 Strategic Priorities

- Implement projects and initiatives associated with the RWR bond issuance
- Continue to work on strengthening business during and coming out of COVID-19
- Work with RWR to coordinate TIF agreements and obligations
- Continue marketing the vision plan for the TOD station area and the adjoining Opportunity Zone
- Assist with the development of key sites within the community
- Work with JeffCo Economic Development Corporation and the Metro Denver Economic Development Corporation on attraction efforts
- Market properties acquired by the City through the Wadsworth Improvement Project for future repurposing
- Market and assist with in-fill sites throughout Wheat Ridge

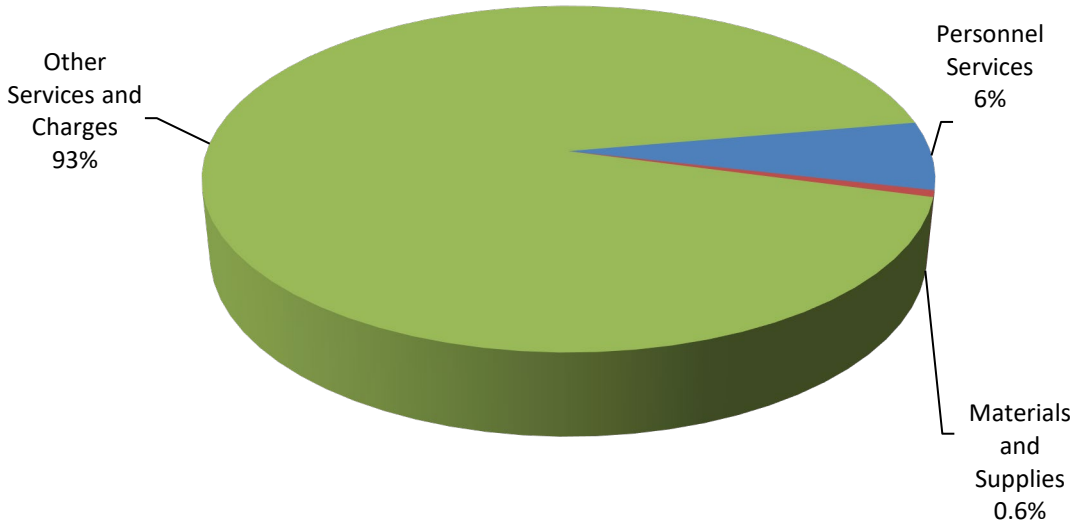
Economic Development

Staffing and Financial Summary
01-105

	2019 Authorized	2020 Authorized	2021 Authorized	2022 Authorized
Economic Development Manager	1	1	1	1
	1	1	1	1

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Personnel Services	$128,852	$128,314	$128,314	$132,503
Materials and Supplies	$99	$10,850	$10,850	$12,850
Other Services and Charges	$1,721,639	$1,565,308	$1,509,470	$1,938,665
Capital Outlay	$0	$60,000	$0	$0
	$1,850,590	$1,764,472	$1,648,634	$2,084,018

Total 2022 Budget by Object



Municipal Court

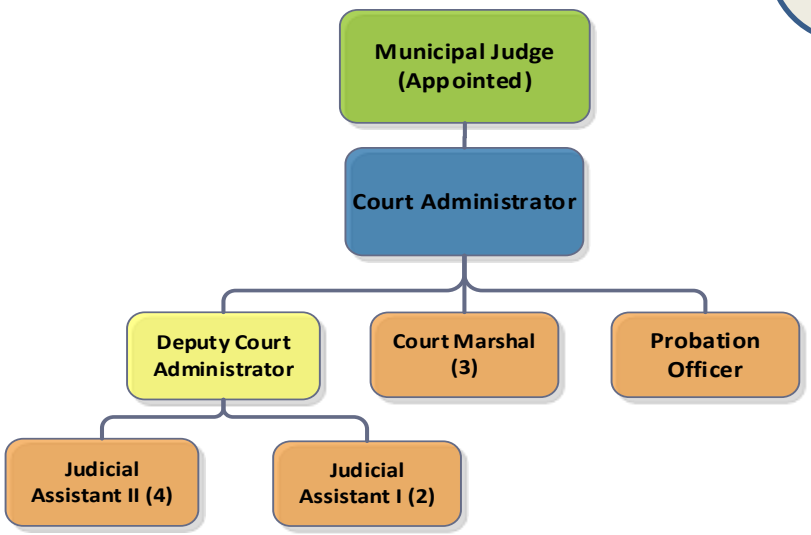
About Municipal Court

01-109

The Municipal Court is a limited jurisdiction court of record established to hear and resolve City Charter and ordinance violations for the City of Wheat Ridge. The Court has jurisdiction over traffic violations and local ordinances that include theft, assault, damage to property, harassment, trespassing, code, and animal violations. Most criminal matters carry up to a $2,650 fine and up to 364 days in jail. The Court Clerk's Office is open full-time Monday through Friday, and Court is in session three days per week, and trials to a jury are in addition to regular Court days. The Court acts as a check and balance on the legislative and executive branches of government. The Court's sentencing philosophy is to rehabilitate the defendant, protect the public, deter criminal conduct, and provide restitution to victims.

2022
Budget Priorities

- Assess, monitor, and implement security improvements in the Courtroom
- Research alternative compliance solutions
- Establish an internal diversion program for municipal alcohol and drug violations



Judge Randall

Municipal Courtroom

New, COVID-Safe Consult Room

Municipal Court

01-109

Core Business

- Create, maintain, and adjudicate case filings for criminal, traffic, juvenile, nuisance, property abatement, animal control, sales tax violations, administrative hearings, and business license matters.
- Conduct Court sessions for various hearings, arraignments, pre-trials, trials by judge, trials by jury, probation compliance, restitution, contempt citations, and sentencing
- Collect and process escrow funds for restitution, jury demands, and bonds; collect and account for revenue received for fines, fees, and costs
- Process unbonded defendants by video, establish bonds, transport prisoners, monitor number of prisoners and length of sentence
- Immediately appoint attorneys for in-custody defendants facing potential incarceration
- Issue bench warrant and default judgments
- Maintain a secure courtroom
- Monitor sentencing compliance; establish payment plans and other alternative forms of sentence compliance.
- Seal or expunge criminal records pursuant to legislative mandates
- Comply with ordinances, statutes, and constitutions

2021 Strategic Accomplishments

- Complied with legislation requiring oversight of Court Appointed Counsel through the Office of Alternative Defense Counsel (OADC)
- Requested grant funds through Department of Local Affairs to offset expenses associated with legislatively mandated defense counsel for defendants in custody
- Complied with state, county, and municipal COVID requirements; maintained return to work plan to address the safety and health of all parties appearing in Court; conducted cases by alternative means including audio-video conferencing, pleas by mails, and pre-trial conferences via phone
- Established a Homeless Court in collaboration with Homeless Navigator.
- Participated in CMJA legislative liaison committee providing input on legislation impacting Municipal Court

2022 Strategic Priorities

- Establish a diversion program for defendants under age 21 for identified violations.
- Assess, monitor, and implement security improvements in Courtroom
- Research alternative compliance solutions in lieu of outstanding judgment/warrants
- Collaborate with and incorporate race & equity task force recommendations

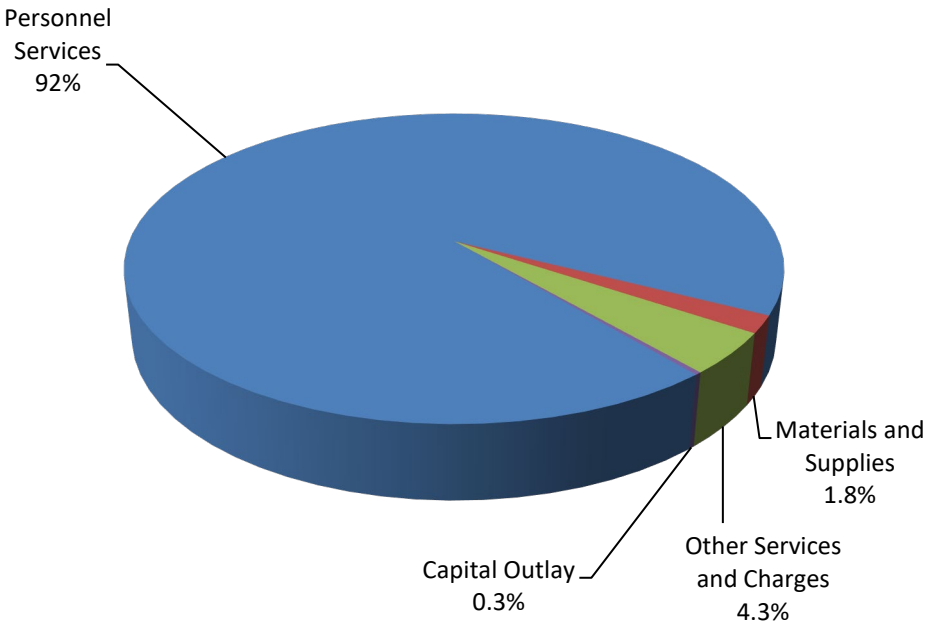
Municipal Court

Staffing and Financial Summary
01-109

	2019 Authorized	2020 Authorized	2021 Authorized	2022 Authorized
Municipal Judge	1	1	1	1
Court Administrator	1	1	1	1
Deputy Court Administrator	1	1	1	1
Judicial Assistant II	3	3	4	4
Judicial Assistant I	3	3	2	2
Probation Officer	1	1	1	1
Court Marshall	1.25	1.25	3	3
	10.25	10.25	12	12

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Personnel Services	$806,268	$844,351	$761,929	$1,035,945
Materials and Supplies	$11,079	$18,100	$16,850	$20,000
Other Services and Charges	$19,153	$44,140	$33,165	$47,810
Capital Outlay	$2,798	$0	$0	$3,000
	$839,299	$906,591	$811,944	$1,106,755

Total 2022 Budget by Object



Municipal Court

Performance Measures

	2020 Actual	2021 Estimated	2022 Goals
Scheduled Court Appearances	1,824	2,200	2,500
Reached Disposition/Resolved	488	575	650
Paid prior to Court	688	800	925
Cases continued beyond arraignment	416	490	575
Failures to Appear	301	350	400
Alternative methods of resolving cases	360	425	490

Administrative Services

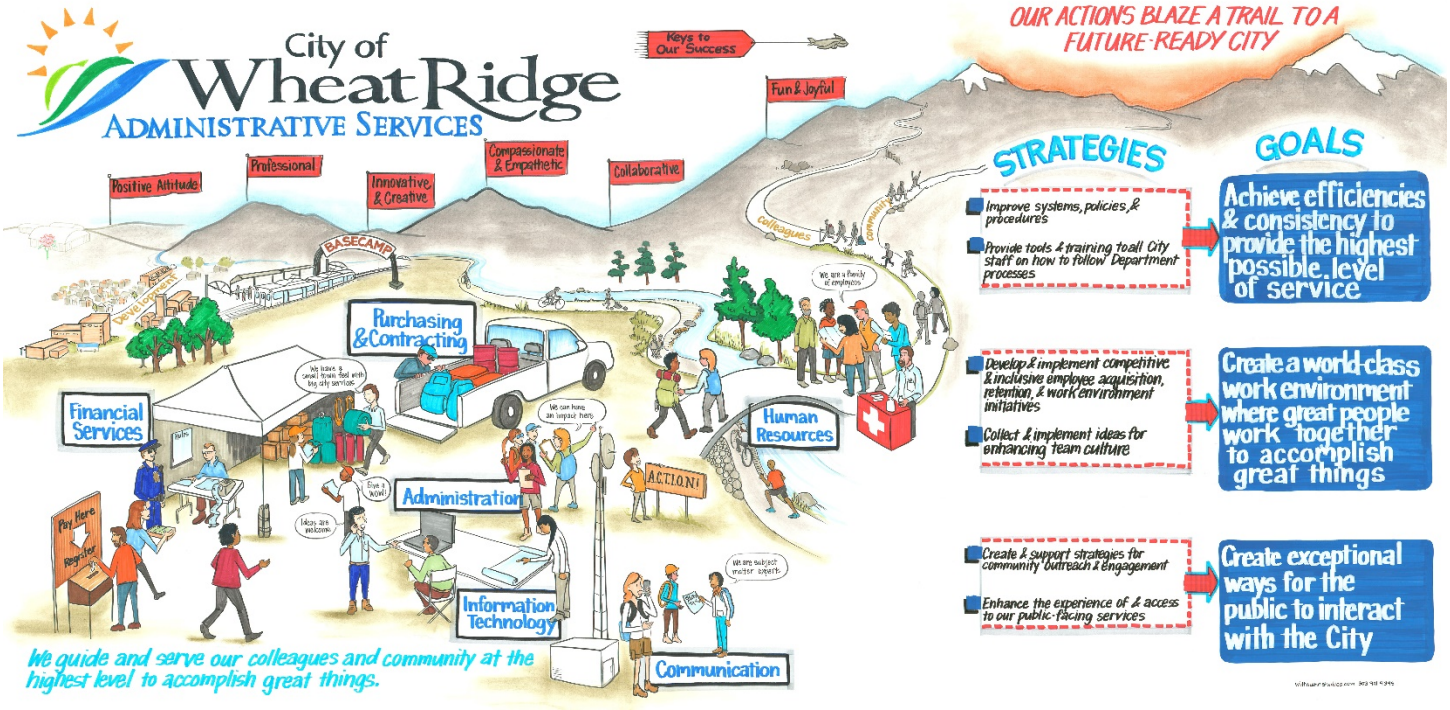
About Administrative Services

The Administrative Services Department oversees and directs the operations of Finance, Human Resources, Purchasing, Information Technology, Risk Management, Budget, the Public Information Office, Administration, and the Safety/Wellness Programs.

Allison Scheck
Administrative Services Director

2022
Budget Priorities

- Support work to advance Council's priorities specifically, de-mystifying government and improving licensing and permitting processes
- Determine a path forward for an enterprise-wide ERP system
- Support diversity, equity, and inclusion initiatives in the organization and community
- Successfully onboard and empower smart and forward-thinking employees



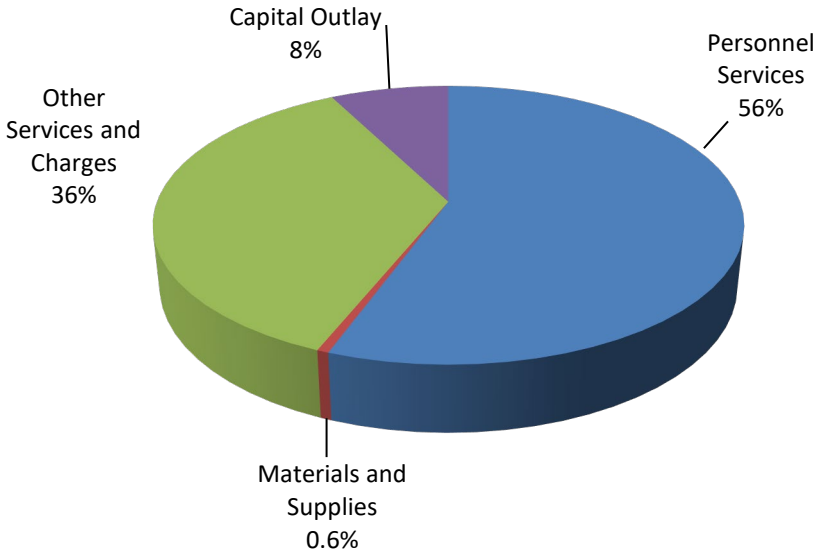
Administrative Services

Staffing and Financial Summary

	2019 Authorized	2020 Authorized	2021 Authorized	2022 Authorized
Financial Services	6	6.5	7.5	8.5
Public Information	2	2	2	2
Administrative Services	4	4	4	4
Human Resources	4	4	4	4
Procurement	2	2	2	2
Information Technology	6	6	6	7
	24	24.5	25.5	27.5

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Personnel Services	$2,162,617	$2,263,301	$2,228,347	$2,622,374
Materials and Supplies	$22,479	$27,615	$24,400	$26,125
Other Services and Charges	$1,467,721	$1,731,922	$1,651,180	$1,706,161
Capital Outlay	$195,273	$383,275	$371,751	$358,519
	$3,848,090	$4,406,113	$4,275,678	$4,713,179

Total 2022 Budget by Object

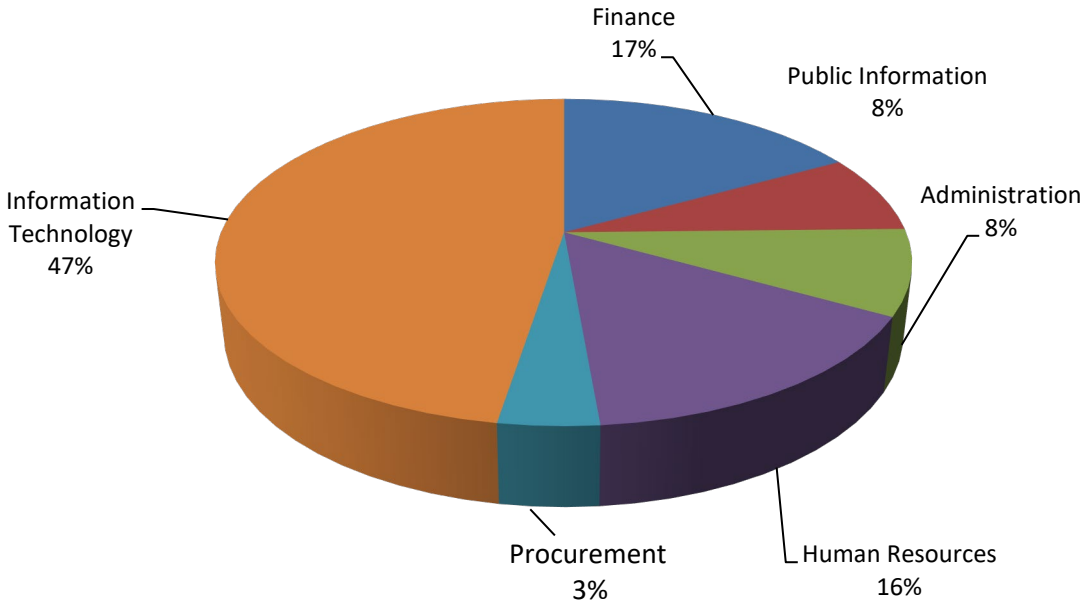


Administrative Services

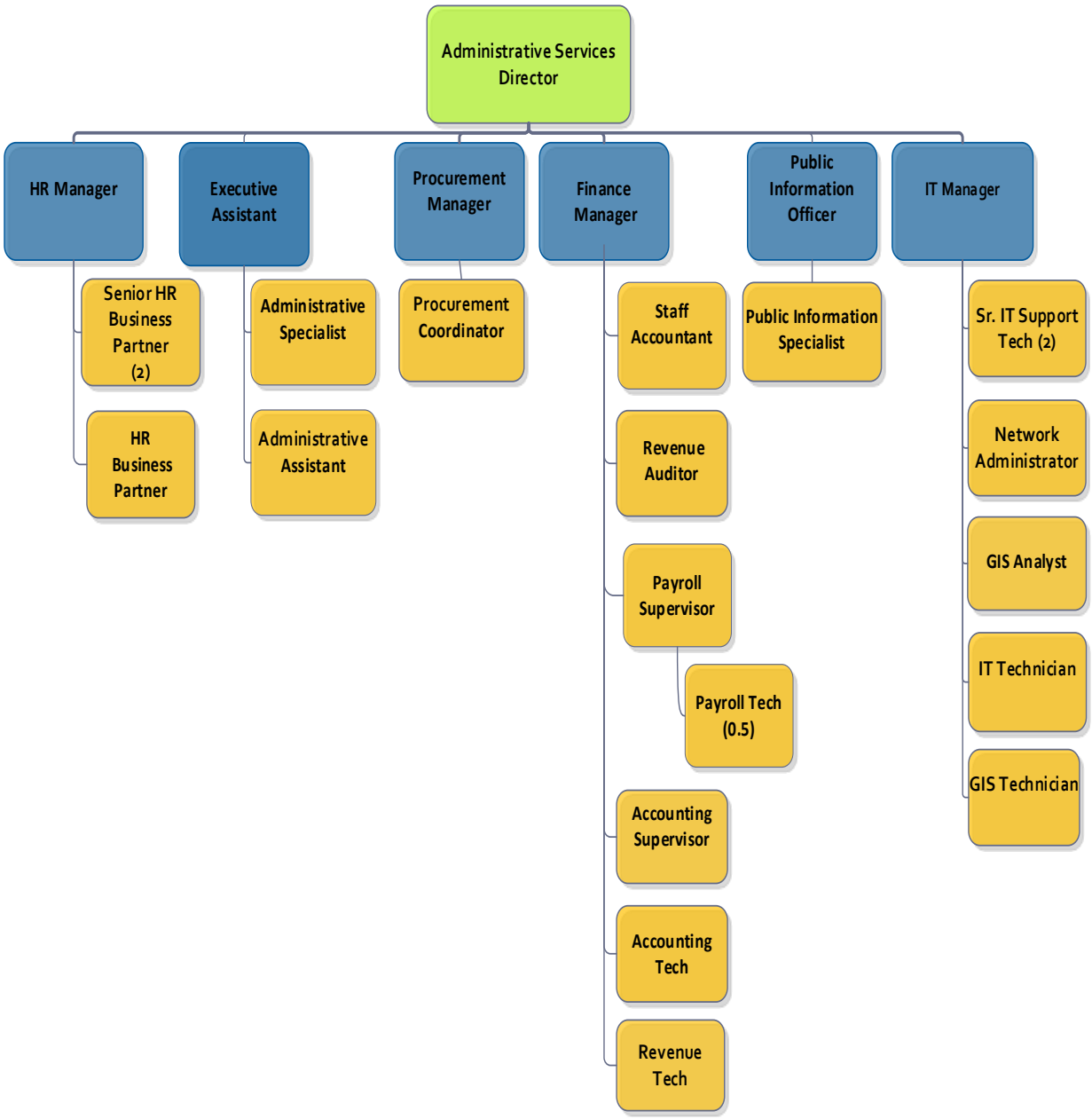
Total Budget by Program

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Finance	$625,190	$673,064	$645,369	$799,764
Public Information	$362,639	$372,687	$333,206	$362,342
Administration	$355,901	$369,411	$358,568	$398,393
Human Resources	$583,317	$692,406	$683,020	$731,240
Procurement	$120,472	$142,702	$139,941	$185,422
Information Technology	$1,800,571	$2,155,843	$2,115,574	$2,236,018
	$3,848,090	$4,406,113	$4,275,678	$4,713,179

Total 2022 Budget by Program



ADMINISTRATIVE SERVICES



Administrative Services

Performance Measures

	2020 Actual	2021 Estimated	2022 Goals
Network uptime annual percentage	99.0%	99.5%	99.0%
Security/cyber test pass rate annual percentage	93.8%	95.0%	95%
Unqualified audit opinion	Yes	Yes	Yes
Percentage of successful P-Card audits	99%	99%	100%
# of employees trained on purchasing processes	200	150	100
Employee Safety Committee Initiatives (of 10 possible programs)	7	6	8
Score of 100 or higher on Property/Casualty Audit	Yes	Yes	Yes
Time to fill positions (days)	86 days	89 days	87.5 days
Turnover rate	13.10%	9.70%	14%
Growth in social media audience	10%	10%	10%
Produce WRPD Annual Report	Yes	Yes	Yes

Administrative Services

01-111

Core Business

- Perform complex administrative and supervisory work in managing, planning, coordinating, and directing operations of the department, including office support and support of the divisions of Finance, Human Resources, Purchasing and Contracting, Information Technology, and Public Information
- Perform all duties related to budget preparation and administration
- Organize and direct the City's risk management program
- Coordinate City Council meeting agendas and packets
- Provide internal support for general City operations to include mail, supplies, and phones

2021 Strategic Accomplishments

- Applied for and received American Rescue Plan funding
- Implemented hybrid City Council meetings
- Supported the City's community engagement activities
- Improved the Boards and Commissions recruitment and selection process
- Continued work to implement the department's vision and action plan
- Received GFOA Distinguished Budget Award for the 2021 Annual Budget
- Completed City Hall remodel and security improvements
- Supported the City's entry, and eventual designation, in the All-America City competition

2022 Strategic Priorities

- Support council's priorities specifically, broadening community engagement and education and improving licensing and permitting processes
- Continue to improve boards and commissions processes
- Increase Safety Committee initiatives to enhance safety awareness throughout the organization
- Support diversity, inclusion, and equity initiatives within the organization and community
- Research and evaluate a new Enterprise Resource Planning (ERP) system
- Continue to lead pandemic related health and safety initiatives

Administrative Services

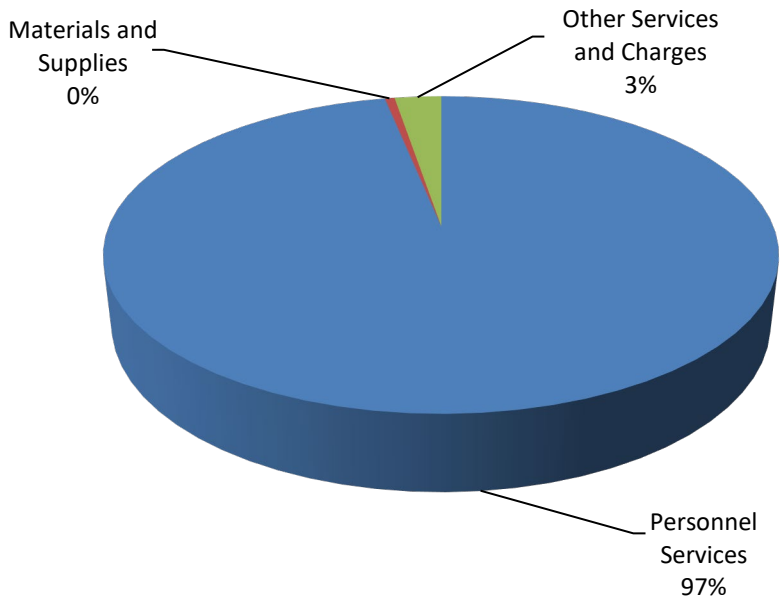
Staffing and Financial Summary

01-111

	2019 Authorized	2020 Authorized	2021 Authorized	2022 Authorized
Administrative Services Director	1	1	1	1
Executive Assistant	1	1	1	1
Administrative Asst - Mayor and Council	1	1	1	1
Administrative Specialist	0	0	1	1
Operations Support Technician II	1	1	0	0
	4	4	4	4

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Personnel Services	$346,030	$354,315	$344,627	$385,619
Materials and Supplies	$810	$2,100	$1,850	$2,200
Other Services and Charges	$9,061	$12,996	$12,091	$10,574
	$355,901	$369,411	$358,568	$398,393

Total 2022 Budget by Object



Administrative Services
Financial Services
01-103

Core Business

- Process all revenue from all sources
- Manage accounts payable and vendor relationships
- Process bi-weekly payroll and maintain open channels of communication with Human Resources and key departmental personnel
- Advise on, administer, and maintain licensing of all businesses
- Assist and educate residents and taxpayers through a variety of media on tax form completion, information resources, and compliance methods and remedies
- Maintain the general ledger, payroll, fixed asset, and tax revenue systems in ADG
- Prepare annual audit work papers and liaise with external auditors to produce the annual Financial Statements
- Implement, monitor, and enforce internal controls
- Prepare accurate and timely monthly financial statements and reports
- Provide strategic financial analysis to the Executive Management Team
- Verify and remedy tax compliance through tax revenue audits
- Enforce requirements of the law regarding delinquent taxes and licenses
- Manage, reconcile, and safeguard cash
- Provide first-class customer service to all City personnel and the community

2021 Strategic Accomplishments

- Received an unqualified audit opinion from CliftonLarsonAllen for 2020
- Implemented three new licensing programs in response to changes to the City's Code of Laws: massage, short-term rentals, and retail tobacco
- Onboarded a license technician
- Obtained City Council authorization to participate in the Sales and Use Tax Software System (SUTS) administered by the State of Colorado Department of Revenue
- Processed over 4,000 business license renewals and issued over 250 new business licenses

2022 Strategic Priorities

- Examine and rationalize business licensing processes
- Examine and rationalize tax reporting and collections
- Increase sales and use tax audits and related audit recovery revenue
- Obtain an unqualified opinion on the 2021 financial audit
- Obtain resources to meet the demands and challenges resulting from the commencement of construction on the Wadsworth Widening project and the receipt of public bond proceeds for the Kipling Corridor economic development initiative

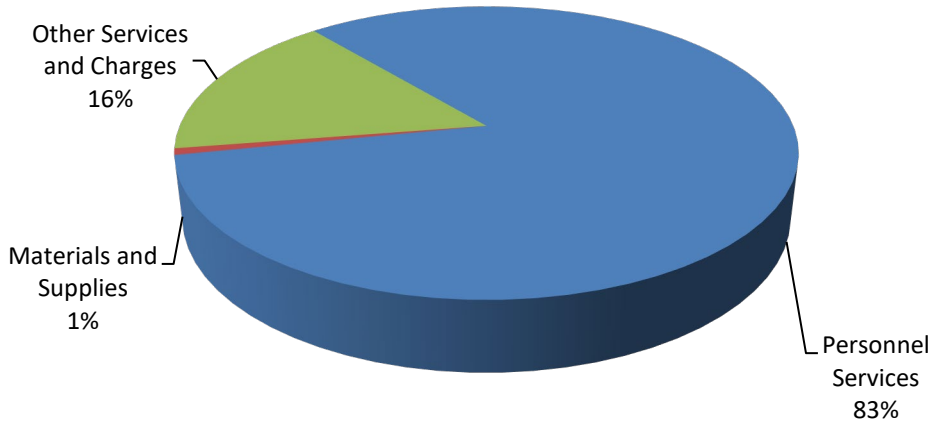
Financial Services

Staffing and Financial Summary
01-103

	2019 Authorized	2020 Authorized	2021 Authorized	2022 Authorized
Finance Manager	0	1	1	1
Accounting Manager	1	0	0	0
Accountant	1	1	1	1
Accounting Technician	1	1	1	1
Payroll Supervisor	1	1	1	1
Payroll Technician	0	0.5	0.5	0.5
Revenue Auditor	1	1	1	1
Revenue Technician	1	1	1	1
Licensing Technician	0	0	1	1
Accounting Supervisor (time limited)	0	0	0	1
	6	6.5	7.5	8.5

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Personnel Services	$446,778	$511,871	$486,329	$663,266
Materials and Supplies	$4,257	$7,015	$5,150	$5,675
Other Services and Charges	$174,155	$154,178	$153,890	$130,823
Capital Outlay	$0	$0	$0	$0
	$625,190	$673,064	$645,369	$799,764

Total 2022 Budget by Object



Administrative Services
Human Resources
01-112

Core Business

- Provide organizational guidance on people issues
- Oversee people functions such as talent management, employee relations, job classification, and total rewards, HRIS systems, and organizational compliance
- Guide personnel policy development, administration, and interpretation
- Deliver organizational development systems including performance management tools, training and development, employee benefits, and employee engagement programs aligned with City values
- Oversee two of three retirement plans, health, wellness, safety, educational and recognition programs, employee assistance programs, worker's compensation, and unemployment
- Serve as a strategic partner in organizational development planning, leadership, and cultural development, workforce and succession planning, training, performance, and change management

2021 Strategic Accomplishments

- Conducted 2021 engagement survey, developed themes, and presented results to inform next steps
- Responded to organizational needs regarding COVID. Developed policy and monitored compliance
- Updated and continued to improve HRIS reporting, yielding time savings for payroll staff, and improved accuracy and consistency
- Continued to use and promote HR Learning System
- Delivered a supervisor training program and conducted video micro-trainings
- Supported antiracism, equity, and inclusion supervisor training
- Improved workers' compensation program
- Enhanced the performance management process

2022 Strategic Priorities

- Ensure a productive and engaged workforce by implementing talent management and engagement tools, City-wide
- Continue supervisor training program
- Support diversity, equity, inclusion, and antiracism efforts directed by resident-led committee(s)
- Support ERP analysis
- Guide a wide evaluation of organizational philosophies around leaves, compensation, and employee total rewards

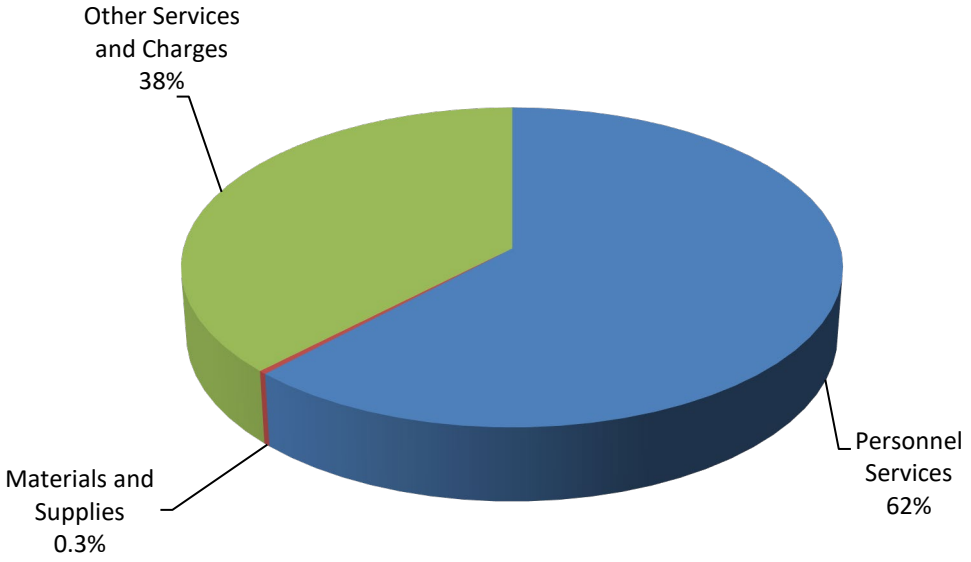
Human Resources

Staffing and Financial Summary
01-112

	2019 Authorized	2020 Authorized	2021 Authorized	2022 Authorized
Human Resources Manager	1	1	1	1
SR Human Resources Business Partner	0	2	2	2
Human Resources Business Partner	2	1	1	1
Human Resources Technician	1	0	0	0
	4	4	4	4

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Personnel Services	$435,801	$434,489	$448,013	$453,713
Materials and Supplies	$203	$2,700	$2,000	$2,500
Other Services and Charges	$147,313	$255,217	$233,007	$275,027
Capital Outlay	$0	$0	$0	$0
	$583,317	$692,406	$683,020	$731,240

Total 2022 Budget by Object



Administrative Services
Public Information Officer (PIO)
01-113

Core Business

- Serve as the liaison between the City and the news media to coordinate the release of information to the public and responses to inquiries
- Promote the City and encourage community engagement through electronic, written, and verbal communications
- Monitor and release information about public safety issues and criminal activity
- Monitor social media sites for the City and WRPD (Twitter, Instagram, Facebook, Nextdoor)
- Create and distribute newsletters to support community outreach, including Mayor's Matters and Connections
- Coordinate and promote events within the community
- Plan, coordinate, and promote City programs, recognition, and events
- Manage WRTV, channel 8 equipment, slide content, and related video projects
- Manage media partnerships, contractors, and vendors
- Monitor branding for the City and provide guidance on general style and usage of logo and images
- Oversee web content updates, graphics, and provide training for web administrators
- Support and advise the Mayor, elected officials, City Manager, and directors on public affairs, media interaction, and crisis communications
- Serve on Emergency Response Team

2021 Strategic Accomplishments

- Maintained the City and WRPD's social media engagement on Facebook, Twitter, and Nextdoor, Instagram
- Increased overall media coverage for the City and WRPD
- Managed ongoing COVID-related communications
- Expanded transparency of police policies and procedures online
- Supported increased community engagement activities
- Supported introduction of Relationship-based policing philosophy
- Supported the All-America City competition and worked on integrating the designation into the City's brand

2022 Strategic Priorities

- Support council priorities, including demystifying government through an engaging video series and annual "get involved" mailer
- Empower and mentor new staff supporting communications initiatives
- Continue to grow social media presence and increase community engagement
- Support efforts to raise awareness of and appreciation for diversity and equity in the community

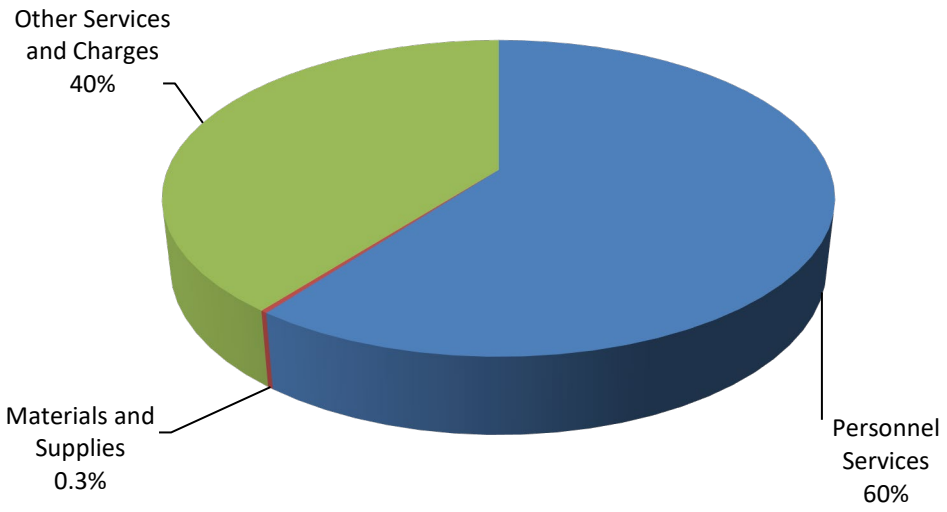
Public Information

Staffing and Financial Summary
01-113

	2019 Authorized	2020 Authorized	2021 Authorized	2022 Authorized
PIO/Communications Manager	1	1	1	1
Digital Communications Specialist	1	1	0	0
Public Information Specialist	0	0	1	1
	2	2	2	2

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Personnel Services	$184,188	$187,546	$182,654	$218,326
Materials and Supplies	$29	$1,000	$600	$1,000
Other Services and Charges	$178,422	$184,141	$149,952	$143,016
Capital Outlay	$0	$0	$0	$0
	$362,639	$372,687	$333,206	$362,342

Total 2022 Budget by Object



Administrative Services
Procurement
01-116

Core Business

- Manage procurement transactions: supplier sourcing, contract, and purchase order content, purchasing card program, and surplus disposal
- Determine the appropriate procurement method for the purchase of goods, professional services, and construction services
- Work with departments to develop technical bid specifications or statements of work for bids and proposals, scheduling, interviews, negotiations, cost analysis, and delivery
- Comply with purchasing and competitive bid proposal guidelines, payment methods, and signature approval levels and assist departments in attaining compliance
- Foster effective relationships with internal and external customers to facilitate sound business transactions and enhance future acquisitions
- Oversee renewal on-call and other multi-year service agreements
- Assure accurate reporting of open POs for annual carry-over approval
- Uphold the Universal Public Procurement Certification Council (UPPCC) code of ethics

2021 Strategic Accomplishments

- Facilitated formal solicitation of a GC for the Wadsworth Improvement Project – Phase 1 Construction, resulting in August award to the apparent low bidder
- Conducted monthly, consistent, manageable P-Card audits, achieving 99% compliance
- Responded to changing needs of the City in terms of increased budgets and priorities
- Prioritized Investing 4 The Future projects, invoice review, and payment processing, especially for Clear Creek Crossing – I-70 ramp project completed in 2021
- 100% electronic formal bid submittals and virtual bid openings

2022 Strategic Priorities

- Successfully onboard two new staff members, empowering them to deliver progressive procurement initiatives
- Support Renewal Wheat Ridge bond initiative
- Prioritize ERP consultant and other high-priority solicitations/projects
- Revisit needs for on-call contractors, vendors, consultants with appropriate departments and issue formal solicitations as needed

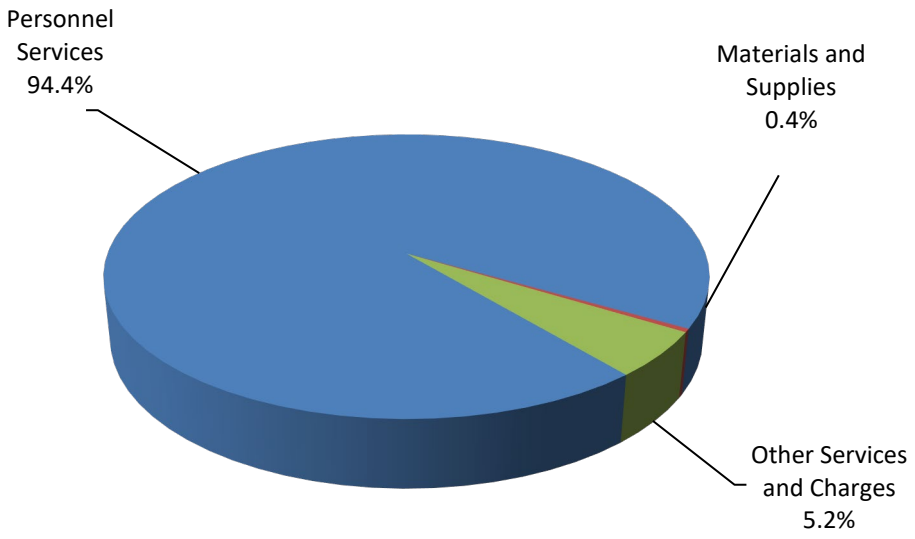
Procurement

Staffing and Financial Summary
01-116

	2019 Authorized	2020 Authorized	2021 Authorized	2022 Authorized
Procurement Manager	0	0	1	1
Purchasing and Contracting Agent	1	1	0	0
Procurement Coordinator	0	0	1	1
Buyer II	1	1	0	0
	2	2	2	2

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Personnel Services	$119,026	$134,052	$134,291	$175,072
Materials and Supplies	$391	$750	$750	$700
Other Services and Charges	$1,055	$7,900	$4,900	$9,650
Capital Outlay	$0	$0	$0	$0
	$120,472	$142,702	$139,941	$185,422

Total 2022 Budget by Object



Administrative Services
Information Technology
01-117

Core Business

- Responsible for information technology to support the City's Strategic Plan
- Procure, install, and maintain City's computers
- Select and test software for City's computers
- Maintain inventory of computers and software
- Negotiate technology contracts and service level agreements with providers
- Assist departments with special software projects
- Provide backup and disaster recovery for server and telephone system
- Ensure security, reliability, and integrity of the technology system
- Anticipate system needs and requirements

2021 Strategic Accomplishments

- Responded to the COVID-19 emergency by supporting telework and virtual processes citywide
- Reworked various telephone trees and navigation menus to better serve members of the public, visitors, and staff
- Migrated all users to the latest version of Windows & Office 356 with Teams
- Installed new security cameras for Recreation Center, Parks Forestry & Open Space, PD Evidence and Public Works
- Upgraded VOIP Telecommunications System for remote access needs
- Renegotiated new contracts for faster internet and connection the speeds at same cost
- Performed upgrades to Computer-Aided Dispatch, Records Management System, wireless system, records management systems, sales tax web software, virtualization of servers, video arraignment system, and various applications.

2022 Strategic Priorities

- Prepare for major infrastructure upgrades and enhancements
- Determine a path forward for a new enterprise resource planning solution and determine process improvements
- Upgrade document imaging and archive system and deploy more widely
- Focus on improving cyber-security preparedness
- Enhance GIS platform and prioritize development map
- Continue to enhance web platforms

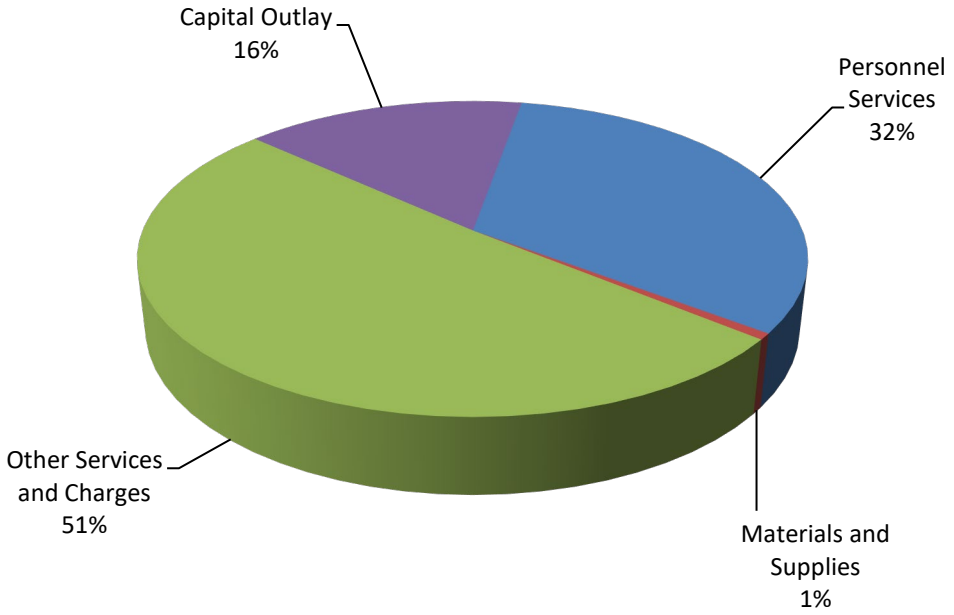
Information Technology

Staffing and Financial Summary
01-117

	2019 Authorized	2020 Authorized	2021 Authorized	2022 Authorized
IT Manager	1	1	1	1
Network Administrator	1	1	1	1
Sr. IT Support Technician	2	2	2	2
GIS Analyst	1	1	1	1
IT Technician	1	1	1	1
GIS Technician	0	0	0	1
	6	6	6	7

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Personnel Services	$630,793	$641,028	$632,433	$726,378
Materials and Supplies	$16,789	$14,050	$14,050	$14,050
Other Services and Charges	$957,716	$1,117,490	$1,097,340	$1,137,071
Capital Outlay	$195,273	$383,275	$371,751	$358,519
	$1,800,571	$2,155,843	$2,115,574	$2,236,018

Total 2022 Budget by Object



Community Development

About Community Development

The Community Development Department guides the physical development of the City with the goal of creating safe, attractive neighborhoods and strong commercial and mixed-use corridors. Our work is done in partnership with citizens and the business community. It includes long-range planning, current planning and zoning services, building permits/inspections, and hotel/motel and housing inspections.

Lutheran Medical Center groundbreaking at Clear Creek Crossing

2022
Budget Priorities

- Continue to manage review and approval of ongoing phases of development in Clear Creek Crossing
- Strategically manage the City's capital improvement funding and provide project oversight
- Implement priority recommendations from the 2019 NRS update, including the Let's Talk neighborhood engagement program
- Develop 44th Avenue Corridor Plan
- Expand building division services that facilitate reinvestment in existing buildings
- Expand the public's web-based access to permitting, plan review and inspections

Ken Johnstone
Community Development Director

Toll Brothers Development at the Wheat Ridge Ward Station

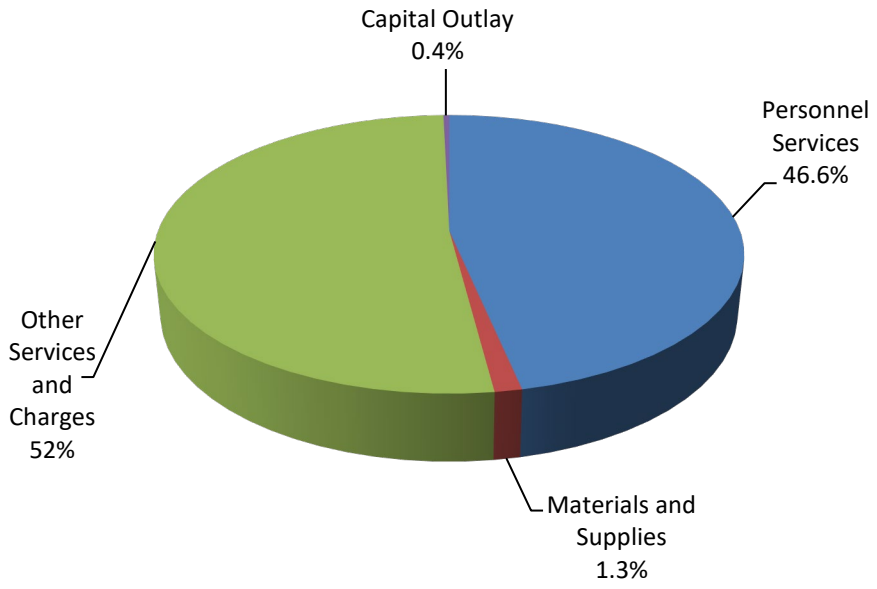
Community Development

Staffing and Financial Summary

	2019 Authorized	2020 Authorized	2021 Authorized	2022 Authorized
Administration	2	3	2	2
Planning	5	6.75	7.75	7.75
Building	Contracted	Contracted	Contracted	Contracted
Engineering	0	7	8	8
	7	16.75	17.75	17.75

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Personnel Services	$1,616,726	$1,721,401	$1,711,593	$1,903,290
Materials and Supplies	$14,703	$42,253	$38,620	$52,370
Other Services and Charges	$1,190,339	$2,804,440	$2,949,598	$2,109,437
Capital Outlay	$0	$3,275	$0	$15,300
	$2,821,768	$4,571,369	$4,699,811	$4,080,397

Total 2022 Budget by Object

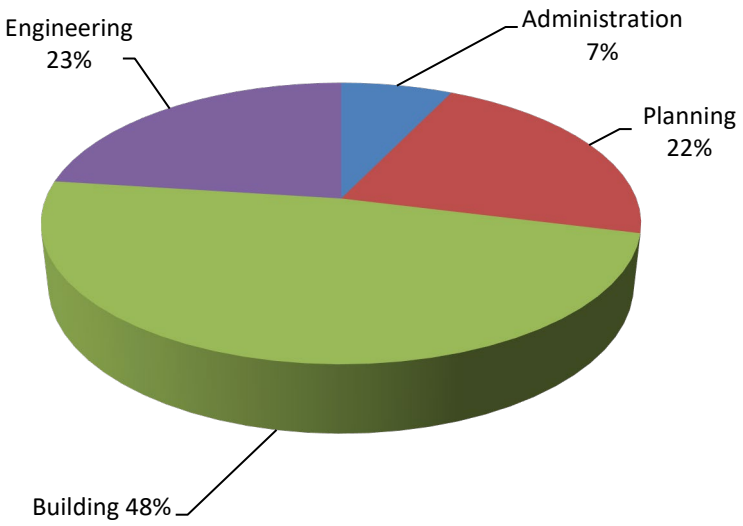


Community Development

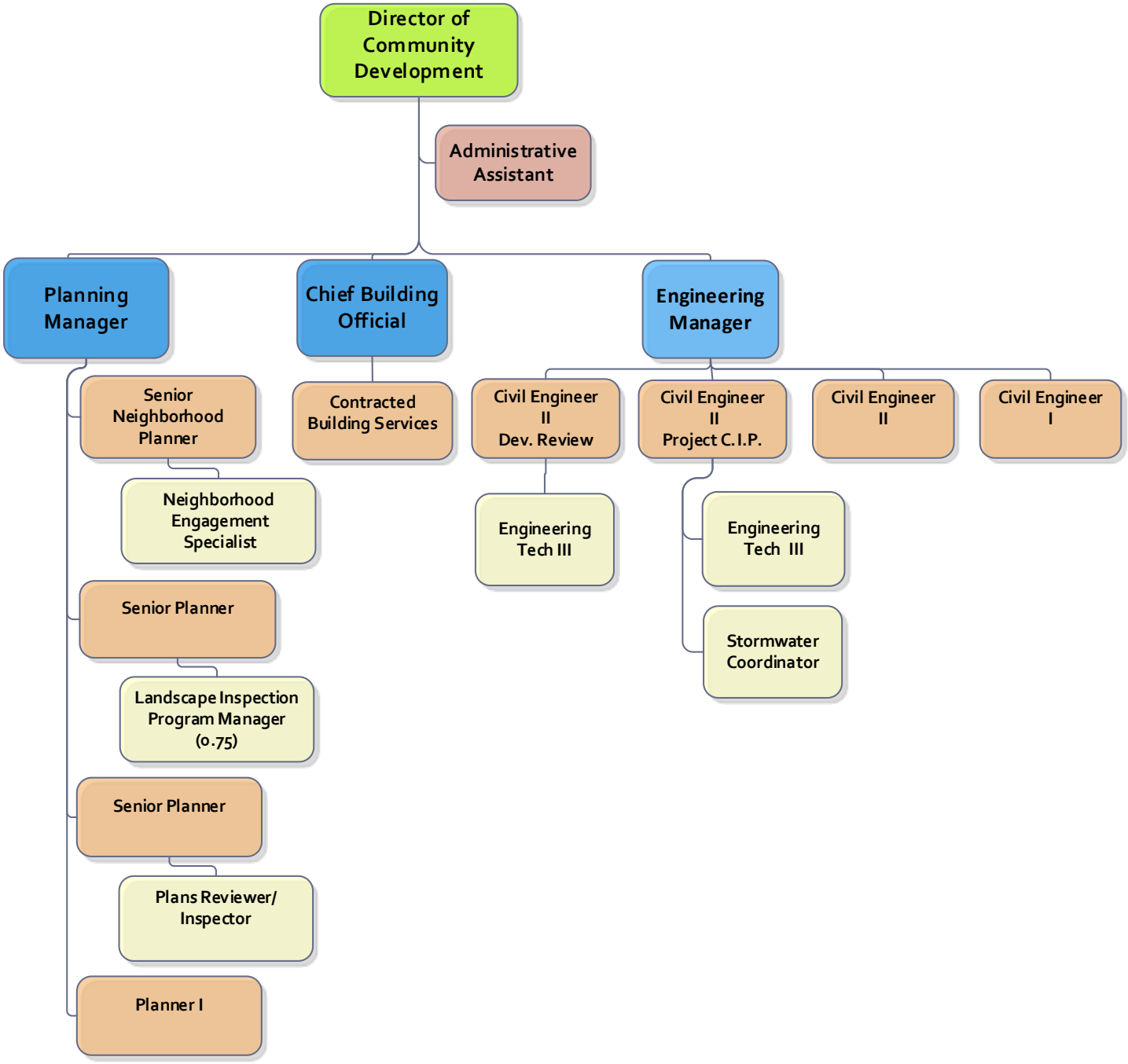
Total Budget by Program

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Administration	$271,033	$275,957	$270,003	$290,983
Planning	$532,940	$1,011,784	$1,027,528	$889,117
Building	$1,133,965	$2,406,300	$2,554,800	$1,963,937
Engineering	$883,830	$877,328	$847,480	$936,360
	$2,821,768	$4,571,369	$4,699,811	$4,080,397

Total 2022 Budget by Object



COMMUNITY DEVELOPMENT



Community Development

Performance Measures

	2020 Actual	2021 Estimated	2022 Goals
Number of pre-application meetings held	51	55	50
Number of active land use cases	70	60	60
Average turnaround times for land use case referral comment letters (in days)	24.85	24	24
Number of permits issued	1,897	2,000	2,000
Number of inspections completed	12,051	14,221	18,000
Number of plan reviews completed	595	708	700
Valuation of all permits	$148,840,474	$476,689,547	$455,344,927
Linear feet of roadway designed/constructed	5,835	9,320	2,060
Linear feet of storm sewer designed/constructed	8,533	11,265	4,837
Number of ADA ramps constructed	20	40	40
Number of civil engineering plans/studies reviewed	339	325	300

Community Development Administration
01-120

Core Business

- Provide leadership for long-range planning, development review, engineering, transportation planning/design, and building permitting functions
- Manage administrative activities pertaining to budget, records retention, purchasing, public noticing, and meeting minutes for four City Council appointed members of the public boards and commissions
- Direct preparation of special plans and studies
- Represent the City in public outreach efforts and regional real estate and professional events and forums
- Collaborate and coordinate with other departments, outside agencies, adjacent municipalities, and regional and state agencies
- Provide staff support to City Manager and City Council

2021 Strategic Accomplishments

- Led staff team implementing WR-Ward TOD Vision and 2E funded infrastructure
- Managed all aspects of the contractual building permit/inspection functions of the City
- Provided leadership and direction in the launching of the two new virtual neighborhood engagement tools: *What's Up Wheat Ridge* and *Wheat Ridge Speaks*
- Provided leadership in initiating the URA's pursuit of a capital improvement bond in the I-70/Kipling Urban Renewal Area
- Initiated hiring of a consultant to pursue aesthetic betterments of the I-70/32nd Avenue/Youngfield corridor
- Provided leadership and strategic management of the City's CIP, including rapid adjustments in response to COVID-related budget adjustments

2022 Strategic Priorities

- Continue to manage the design and implementation of 2E funded public improvements for Clear Creek Crossing, Wheat Ridge-Ward station area, and Wadsworth Blvd.
- Provide leadership in developing and managing URA bond capital projects
- Provide leadership in making regulatory changes targeted toward improving the City's hotel/motel district and Kipling corridor
- Facilitate revitalization of and reinvestment along the City's primary corridors through cross-departmental collaboration on development review
- Provide leadership in identifying opportunities to improve operations across all divisions

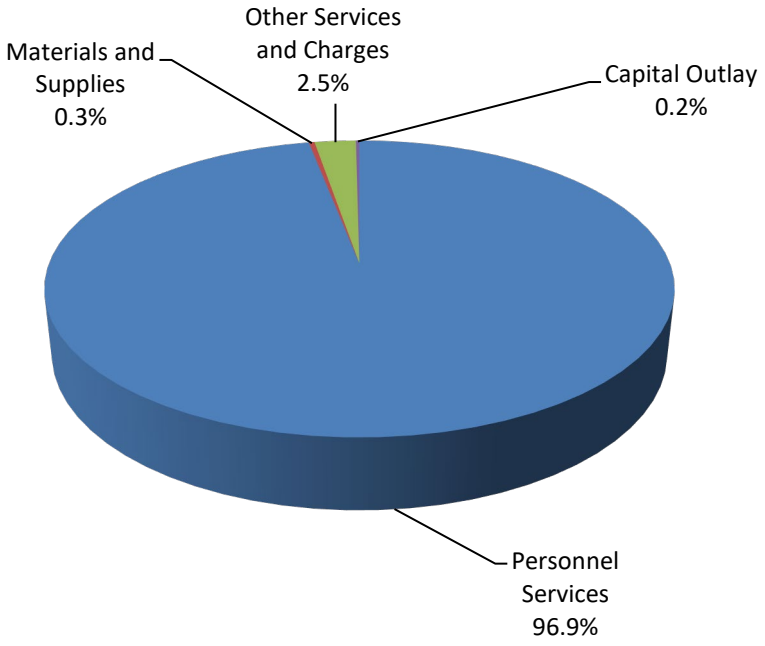
Administration

Staffing and Financial Summary
01-120

	2019 Authorized	2020 Authorized	2021 Authorized	2022 Authorized
Community Development Director	1	1	1	1
Administrative Assistant	1	1	1	1
Vacancy - to be determined based on need	0	1	0	0
	2	3	2	2

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Personnel Services	$269,292	$269,404	$265,228	$282,093
Materials and Supplies	$481	$2,778	$1,000	$1,000
Other Services and Charges	$1,260	$3,775	$3,775	$7,290
Capital Outlay	$0	$0	$0	$600
	$271,033	$275,957	$270,003	$290,983

Total 2022 Budget by Object



Community Development Planning
01-121

Core Business

- Review, analyze, process, and present various development and zoning applications such as private property rezoning requests, subdivisions, site plans, and variances
- Review and approve building permits for compliance with zoning regulations
- Serve as staff liaison to City Council, Planning Commission, Board of Adjustment, and the Wheat Ridge Housing Authority
- Provide direct assistance to the public, businesses, developers, and other departments and agencies in all aspects of land use and development
- Develop zoning code amendments, subarea plans, and comprehensive plan updates in response to City Council's policy direction
- Implement recommendations of the City's adopted plans

2021 Strategic Accomplishments

- Processed development entitlements throughout the City and in high-priority areas, including at Clear Creek Crossing and Wheat Ridge · Ward Station, Applewood Village Shopping Center, and 44th and Kipling
- Engaged 6 neighborhoods through the *Let's Talk* Resident Engagement Program
- Completed the short-term rental code amendment and implemented STR licensing
- Prepared updates to the zoning and development code, including related to the floodplain, outdoor recreation, bulk plane, and tenant notice
- Kicked off and completed a community-wide master planning effort for the Lutheran Legacy Campus
- Supported planning, design, and engagement efforts for the City's *Investing 4 the Future* investments Wheat Ridge · Ward Station
- Reviewed a record volume of building permits and recruited a dedicated staff person for zoning-related permit review and inspection

2022 Strategic Priorities

- Implement recommendations from the Lutheran Master Plan
- Manage the planning and engagement process for the 44th Avenue subarea plan
- Continue processing development applications in and around the TOD area, Clear Creek Crossing, and other infill sites throughout the City
- Oversee various amendments to the Code of Laws to implement Council policy direction, including related to accessory dwelling units
- Recruit staff and restart the Landscape Inspection Program
- Support planning, design, and engagement efforts for the URA bond projects
- Launch online map showing public and private projects

Planning

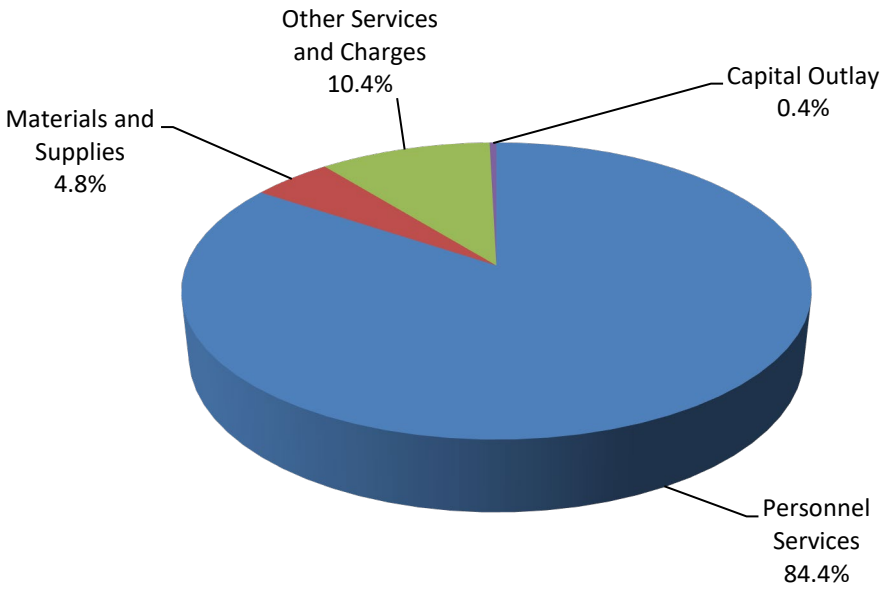
Staffing and Financial Summary

01-121

	2019 Authorized	2020 Authorized	2021 Authorized	2022 Authorized
Planning Manager	1	1	1	1
Senior Planner	1	1	2	2
Senior Neighborhood Planner	1	1	1	1
Planner II	1	1	0	0
Planner I	1	1	1	1
Neighborhood Engagement Specialist	0	1	1	1
Plan Reviewer/Inspector (time limited)	0	0	1	1
Landscape Inspection Program Manager	0	0.75	0.75	0.75
	5.00	6.75	7.75	7.75

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Personnel Services	$493,077	$612,626	$632,185	$749,977
Materials and Supplies	$11,370	$32,220	$32,220	$43,020
Other Services and Charges	$28,494	$364,263	$363,123	$92,520
Capital Outlay	$0	$2,675	$0	$3,600
	$532,940	$1,011,784	$1,027,528	$889,117

Total 2022 Budget by Object



Community Development Building
01-122

Core Business

- License contractors and issue building permits for residential and commercial construction throughout the City
- Review plans and documents to ensure compliance with adopted codes and life safety
- Conduct construction field inspections for conformance with approved plans and codes
- Process and respond to property maintenance code-related complaints.
- Respond to calls from emergency services as it relates to buildings damaged from a fire or vehicle impact
- Provide property-related information and consultation to current and proposed businesses related to alteration, expansion, and relocation throughout the City
- Assist in administering hotel and motel inspection programs

2021 Strategic Accomplishments

- Continued business model to contract with Charles Abbott Associates for full-time building division services
- Opened permit counter for in-person customer service on June 1, 2021, while continuing to perform the majority of permit issuance and servicing online and over the phone
- Used the building permit system's web-based services to provide real-time status of building inspections scheduled and completed for contractors and homeowners.
- Revamped the certificate of occupancy process to decrease lead time to issue certificates resulting in greater customer service
- Continued use of the new online payment portal for building permits and contractor licenses
- Implemented phased permitting process for a large construction project allowing for quicker review and increased control of the project
- Continued all critical building permit issuance and inspection protocols through the pandemic

2022 Strategic Priorities

- Expand building permit systems web-based contractor portal to allow contractors to apply, renew and update their license
- Refine the process for "same day" permit issuance to make it more efficient for staff and applicants
- Continue to implement more efficient processes for electronic plan review through training, software, and network utilization
- Review all policies, procedures, and local code amendments for clarity and consistency and update as needed
- Create a new program to provide quarterly informational meetings for contractors and/or home and business owners with timely relevant topics relating to building code and building permit processing

Building

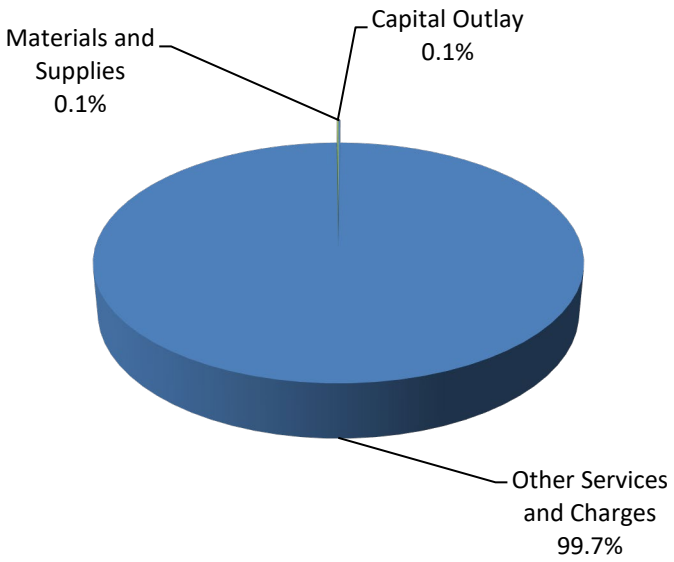
Staffing and Financial Summary

01-122

	2019 Authorized	2020 Authorized	2021 Authorized	2022 Authorized
Contracted Staffing	0	0	0	0
	0	0	0	0

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Personnel Services	$0	$0	$0	$0
Materials and Supplies	$1,714	$4,800	$4,800	$2,750
Other Services and Charges	$1,132,251	$2,401,500	$2,550,000	$1,958,787
Capital Outlay	$0	$0	$0	$2,400
	$1,133,965	$2,406,300	$2,554,800	$1,963,937

Total 2022 Budget by Object



Engineering
01-123

Core Business

- Plan for and design the street, drainage, traffic, and other public improvement projects identified in the Capital Improvement Program (CIP)
- Review and approve proposed development-related documents such as construction plans for street and site design, grading and drainage plans, final drainage reports, surveys and plats, legal agreements, easements, and other documents to assure compliance with City specifications and municipal code
- Respond to service requests relating to traffic engineering, civil engineering, surveying, stormwater, and ADA access from the general public and other community stakeholders
- Support all City departments on all matters requiring engineering, land surveying, and stormwater management expertise
- Manage and support floodplain mapping, regulations, other related issues, and process floodplain permits
- Manage Right-of-Way mapping & public infrastructure assets

2021 Strategic Accomplishments

- Managed the implementation of essential 2E infrastructure improvement projects, including:
  - Completion of the construction of the Clear Creek Crossing street improvements
  - Completion of the Ward Road Station Area street and intersection designs
  - Restarted the Ward Road Station Area pedestrian bridge, plazas, and trail design and ROW acquisition
  - Completion of the Wadsworth Boulevard ROW acquisition and final design, including obtaining an additional $8 million in funding for construction
- Worked with other City staff to secure I-70/Kipling URA bond funding that focuses on key transportation projects along the I-70 and Kipling Street corridors
- Worked successfully with the Planning Division in the review of civil engineering documents, site plans, plat reviews, and inspection of infrastructure improvements for numerous redevelopment projects, including Foothills Credit Union, Outlook Clear Creek, Kum & Go, and SCL at Clear Creek Crossing, Hance Ranch, Yarrow Gardens, the Ridge at Ward Station, Parallel Apartments, Axis 70 West, Applewood Shopping Center Redevelopment, and for several residential subdivisions
- Worked effectively with the Building Division to complete the engineering review of a record number of building permits

2022 Strategic Priorities

- Manage the implementation of I-70/Kipling URA bond infrastructure improvement projects and finalize the design of Ward Road 2E bike/ped bridge and trail connection
- Work with other City staff to develop a list of projects and implementation strategies in anticipation of short-term funding from Federal, State, and local sources
- Perform civil, site, & plat reviews needed for various Land Use Cases and building permits for the Clear Creek Crossing Subdivision pad sites, Applewood Shopping Center Redevelopment, Ward TOD areas, and various residential subdivisions

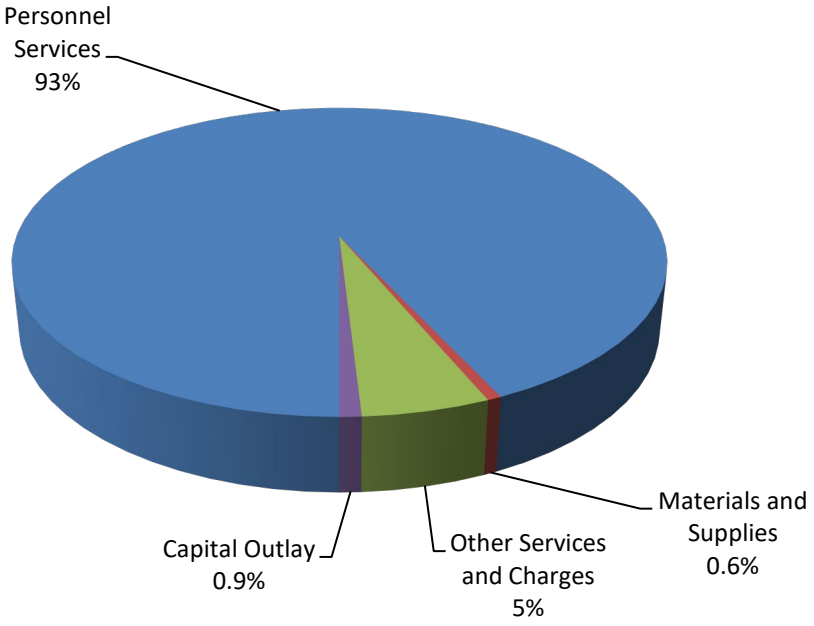
Engineering

Staffing and Financial Summary
01-123

	2019 Authorized	2020 Authorized	2021 Authorized	2022 Authorized
Engineering Manager	0	1	1	1
Civil Engineer II	0	3	3	3
Stormwater Coordinator	0	1	1	1
Engineering Technician III	0	2	2	2
Civil Engineer I	0	0	1	1
	0	7	8	8

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Personnel Services	$854,356	$839,371	$814,180	$871,220
Materials and Supplies	$1,139	$2,455	$600	$5,600
Other Services and Charges	$28,334	$34,902	$32,700	$50,840
Capital Outlay	$0	$600	$0	$8,700
	$883,830	$877,328	$847,480	$936,360

Total 2022 Budget by Object



Police Department

About the Police Department

The Wheat Ridge Police Department is a full-service suburban police department organized under two major divisions: Patrol Operations and Support Services. The key public safety services provided to members of the public and visitors to the community include emergency and non-emergency response, criminal investigations, traffic safety, nuisance code, animal control, parks enforcement, crime prevention, school resource officers, and establishment of community partnerships to enhance problem-solving efforts.

VISION
Exceptional people providing exceptional service!

MISSION STATEMENT
The Wheat Ridge Police Department is committed to providing the highest standards of service in partnership with the community.

2022
Budget Priorities

- Develop strategies to mitigate the effects of COVID-19 on public safety, such as suspended court and limited jail space
- Expand and enhance officer wellness initiatives
- Focus officer and supervisor training on community engagement
- Continue to build a department based on the pillars of Procedural Justice for the benefit of employees and the community

Division Chief Lorentz in Unit 1 – Wheat Ridge's first police vehicle

Police Department

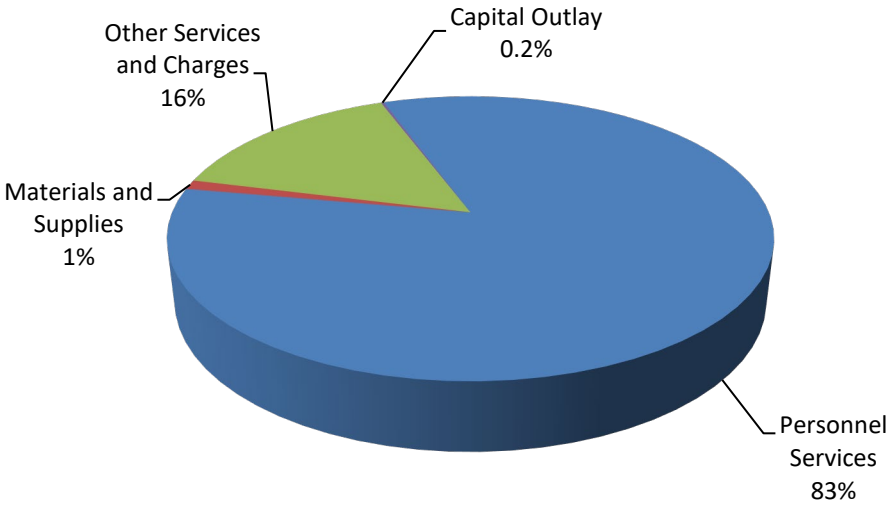
Staffing and Financial Summary

	2019 Authorized	2020 Authorized	2021 Authorized	2022 Authorized
Administration	5	5	5	5
Grants	1	1	1	1
Community Services Team	2	2	2	2
Crime Prevention Team	2.5	2.5	3.5	3.5
Records Team	8	8	8	8
Accreditation & Training	1	1	1	1
Patrol Operations	51	51	52	54
Investigations Bureau	24	24	24	24
Crash & Traffic Team	5	5	5	5
	99.5	99.5	101.5	103.5

6.0 Community Service Officers; 1.0 Crime Prevention Officer and 0.5 Police Sergeant are funded in the Crime Prevention Fund.

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Personnel Services	$10,222,258	$10,222,881	$9,873,846	$10,954,091
Materials and Supplies	$95,958	$123,099	$116,139	$139,882
Other Services and Charges	$1,395,945	$1,779,645	$1,765,930	$2,022,000
Capital Outlay	$16,605	$119,239	$29,750	$22,667
	$11,730,766	$12,244,864	$11,785,665	$13,138,640

Total 2022 Budget by Object

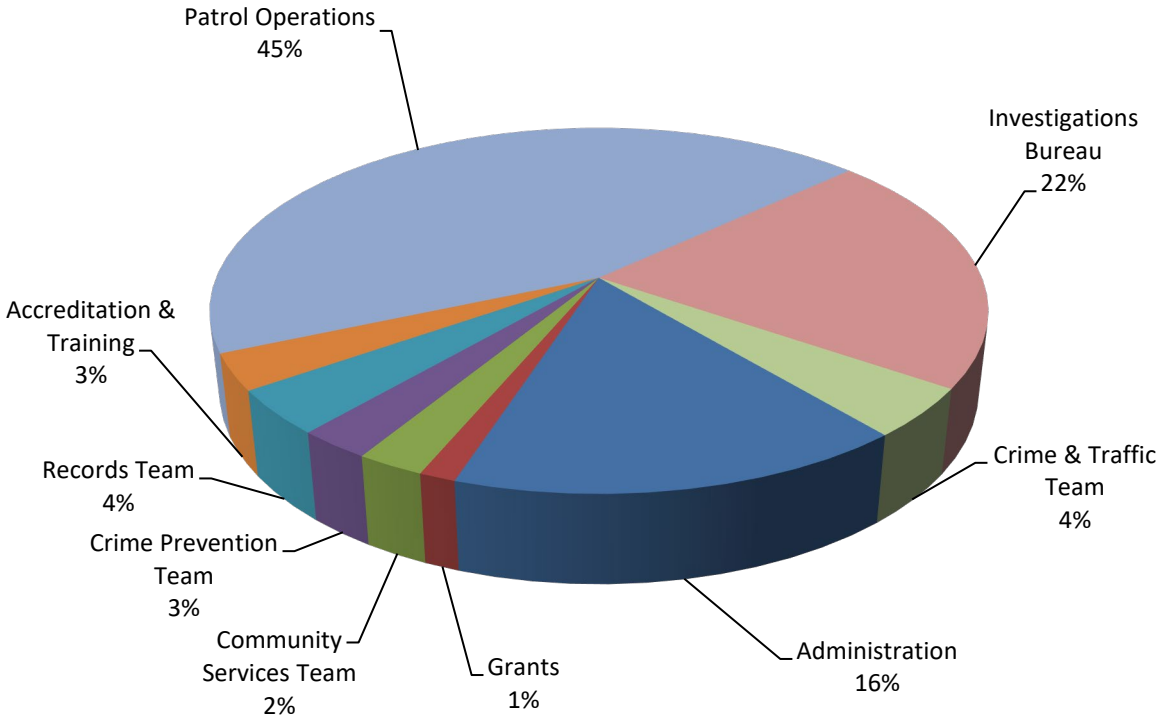


Police Department

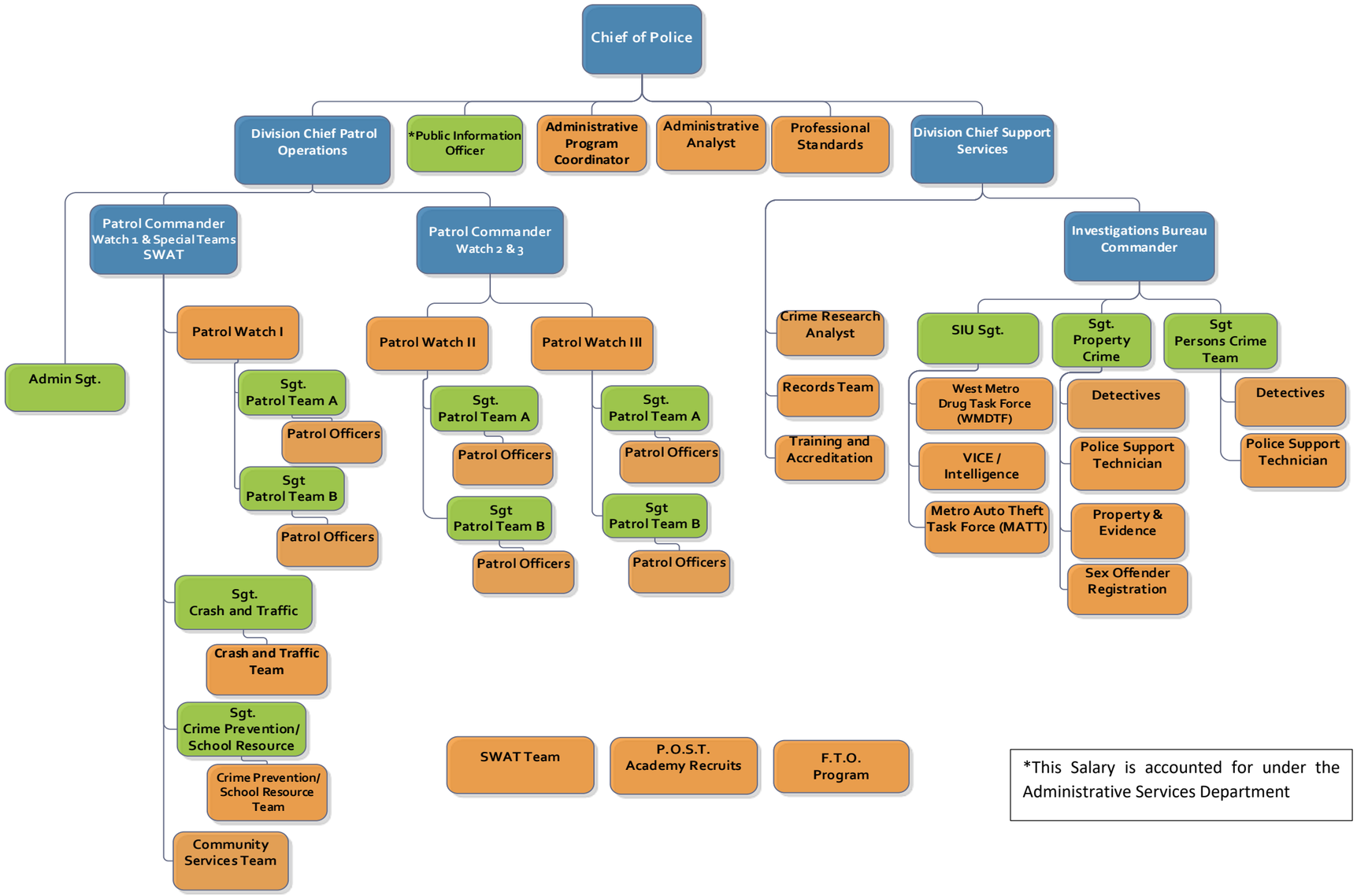
Total Budget by Program

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Administration	$1,711,672	$1,994,868	$1,902,958	$2,122,720
Grants	$102,207	$201,601	$133,531	$171,607
Community Services Team	$277,827	$292,663	$271,800	$316,953
Crime Prevention Team	$271,647	$313,050	$271,798	$343,242
Records Team	$391,593	$415,404	$397,749	$516,092
Accreditation & Training	$252,612	$302,001	$301,044	$420,266
Patrol Operations	$5,638,310	$5,426,031	$5,426,031	$5,862,773
Investigations Bureau	$2,649,891	$2,766,065	$2,549,573	$2,813,495
Crime & Traffic Team	$435,006	$533,181	$531,181	$571,492
	$11,730,766	$12,244,864	$11,785,665	$13,138,640

Total 2022 Budget by Program



POLICE DEPARTMENT



*This Salary is accounted for under the Administrative Services Department

Police

Performance Measures

	2020 Actual	2021 Estimated	2022 Goals
Total number of traffic contacts	2817*	5,680	6,000
Average response time to Priority 1 calls	0:04:31	0:04:21	0:04:15
Total number of Crime Prevention presentations	5*	15*	40
Total number of referrals to VOI	257	296	300
Maintain a position in the top 50% of all Jefferson County law enforcement agencies for case filings submitted per officer per year	Yes	Yes	Yes
Achieve 98% Accuracy in the initial submission of accident reports to the Department of Revenue and 100% accuracy upon follow-up.	Yes	Yes	Yes

* = low numbers due to Covid

Police Department Administration
01-201

Core Business

- Provide overall administration for the Police Department's emergency and non-emergency delivery of services
- Provide direction related to policy and procedure development, professional standard investigations, selection and training of police employees, public information and media relations, emergency management, adherence to state and national law enforcement accreditation standards, and community outreach efforts related to crime, traffic, and quality of life issues
- Utilize department financial resources fairly, efficiently, and effectively to ensure quality core public safety services

2021 Strategic Accomplishments

- Developed policies that encourage employee engagement and provided avenues for suggestions and input
- Developed and oversaw the implementation of new ordinances surrounding noise, massage parlors, and pedestrian behaviors
- Instituted Relationship Based Policing and advanced training and education instrumental to rolling out this new program
- Worked extensively to institute legislative initiatives specifically directed towards police agencies and police operations. Created training and policies to be in compliance
- Worked diligently to improve and resolve longstanding community issues such as the I-70 and Kipling corridor and other areas of community concern

2022 Strategic Priorities

- Continually evaluate technology that will make the department more efficient and effective
- Continue to evolve relationships with the community, leveraging the entire agency, and advance Relationship Based Policing
- Advance training and leadership priorities to ensure that the agency continues to be a model for ethics and professionalism
- Evaluate current and future staffing needs and review and adjust as required by operational needs

Administration

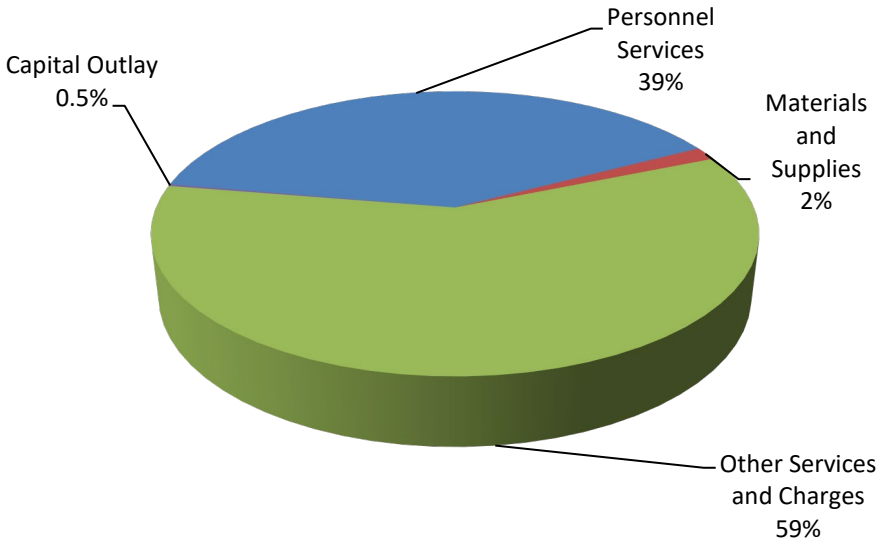
Staffing and Financial Summary

01-201

	2019 Authorized	2020 Authorized	2021 Authorized	2022 Authorized
Chief of Police	1	1	1	1
Division Chief	1	1	1	1
Police Sergeant	1	1	1	1
Program Administrative Coordinator	0	0	1	1
Administrative Assistant	2	2	0	0
Administrative Analyst	0	0	1	1
	5	5	5	5

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Personnel Services	$731,818	$804,690	$717,100	$838,668
Materials and Supplies	$19,849	$30,670	$26,020	$32,260
Other Services and Charges	$954,370	1,159,508.00	$1,159,838	$1,247,692
Capital Outlay	$5,634	$0	$0	$4,100
	$1,711,672	$1,994,868	$1,902,958	$2,122,720

Total 2022 Budget by Object



Police Department Grants
01-202

Core Business

The Wheat Ridge Police Department participates in a variety of federal and state grant programs that support a broad range of activities:

- Preventing and controlling crime
- Providing police training and resources
- Improving the criminal justice system
- Increasing law enforcement services to the community

2021 Strategic Accomplishments

- Conducted strategic DUI and seatbelt enforcement projects throughout the City
- Received funding from the Police Officer Standards and Training (POST) board for annual in-service and specialized training
- Implemented online reporting through a Bureau of Justice Grant and established a workstation at Lutheran Medical Center
- Received two CDOT grants regarding Pedestrian Safety, and Fatality Reduction
- Received a grant to purchase License Plate Reader equipment (LPR) through the Colorado Metro Auto Theft Task Force (CMATT)

2022 Strategic Priorities

- Conduct DUI and seatbelt enforcement projects throughout the City
- Utilize funding from the POST board for annual in-service and specialized training
- Utilize funding to increase pedestrian safety, and reduce fatalities through two CDOT grants
- Utilize funding through a Bureau of Justice Grant to implement a driver's license scanners project

Grants

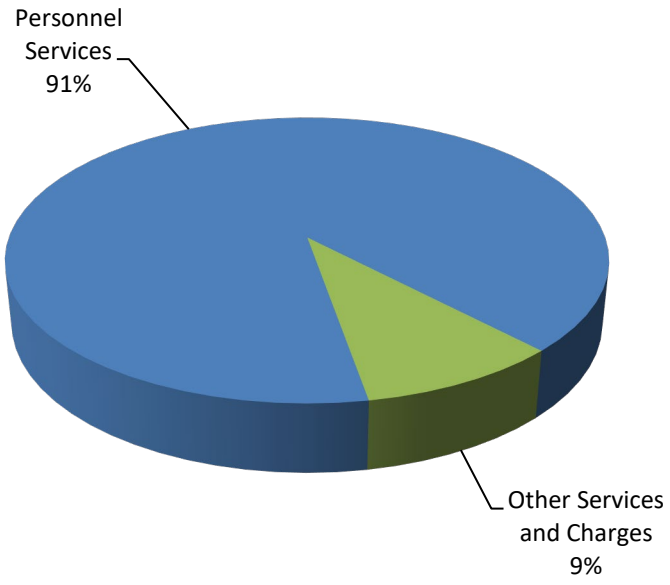
Staffing and Financial Summary

01-202

	2019 Authorized	2020 Authorized	2021 Authorized	2022 Authorized
Police Officer	1	1	1	1
	1	1	1	1

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Personnel Services	$94,900	$124,301	$122,231	$155,407
Materials and Supplies	$0	$0	$0	$0
Other Services and Charges	$7,307	$11,300	$11,300	$16,200
Capital Outlay	$0	$66,000	$0	$0
	$102,207	$201,601	$133,531	$171,607

Total 2022 Budget by Object



Police Department
Community Services Team
01-203

Core Business

- The Community Services Team (CST) engages citizen concerns regarding residential nuisance code violations including, outside storage, illegal dumping, and littering as well as assisting on abandoned vehicle concerns in private and public areas
- CST provides proactive enforcement for concerns associated with exterior commercial property maintenance code violations such as the sign code, parking lot standards, dumpster enclosure issues, and derelict vehicle storage
- Provides enforcement and education to its citizens on city ordinances and state laws related to domestic animals, dog licensing, wildlife management, and welfare
- Supports education and enforcement of Wheat Ridge ordinances regarding the city's numerous municipal parks and Clear Creek greenbelt supervision

2021 Strategic Accomplishments

- Partnered with CDOT to address the I-70 and Kipling on and off-ramps. Periodic cleanup programs were conducted, and the department's homeless navigator assisted with the relocation of the people experiencing homelessness
- Supported neighborhood outreach programs using the TLC Program and local businesses to aid in the state's emergency response during the COVID-19 pandemic
- Offered online education services that help support the communities understanding of animal control, parks patrol, and code enforcement during COVID-19 restrictions
- Partnered with Foothills Animal Shelter and the local veterinary community to provide remote online access to animal health and welfare services

2022 Strategic Priorities

- Monthly CDOT cleanup project will be completed to address the I70 and Kipling corridor trespassing ordinances will be enforced using a combination of patrol and CST members
- Proactive code enforcement assessments of business and residential locations around 44th Ave. and Harlan St neighborhoods
- Increased parks patrols of city parks during the summer months at Clear Creek Greenbelt using seasonal park rangers
- Promote and encourage dog licensing within the City of Wheat Ridge to comply with Jefferson County regulations

Community Services Team

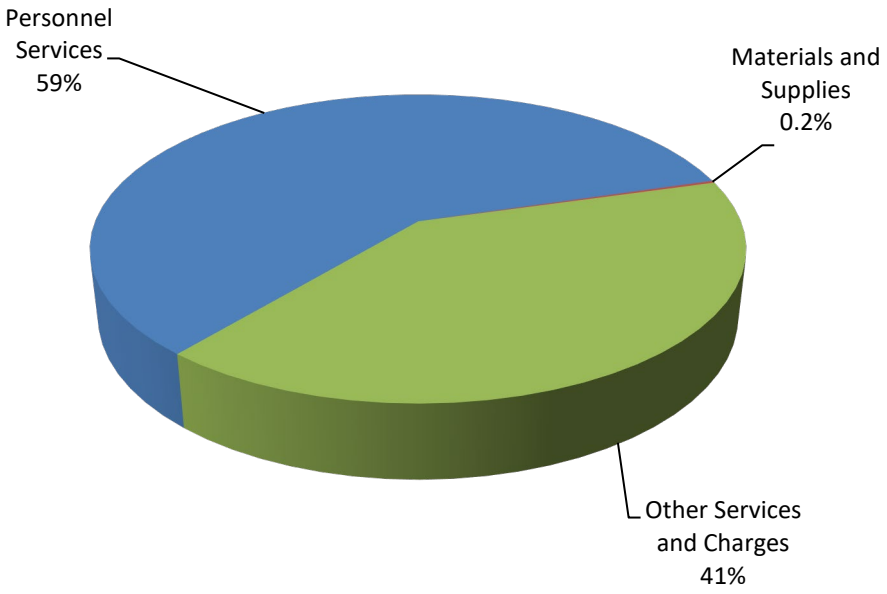
Staffing and Financial Summary
01-203

	2019 Authorized	2020 Authorized	2021 Authorized	2022 Authorized
Community Service Team Supervisor	1	1	1	1
Community Service Officer - Lead	1	1	1	1
	2	2	2	2

Six (6) Community Service Officers are funded out of the Crime Prevention Fund

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Personnel Services	$171,360	$183,213	$166,350	$187,956
Materials and Supplies	$1,129	$675	$675	$675
Other Services and Charges	$105,338	$108,775	$104,775	$128,322
Capital Outlay	$0	$0	$0	$0
	$277,827	$292,663	$271,800	$316,953

Total 2022 Budget by Object



Police Department
Crime Prevention Team (SRO)
01-205

Core Business

- Respond to calls for service in public and private schools within the City of Wheat Ridge
- Provide law enforcement education and programs for students of schools within the City of Wheat Ridge
- Develop and maintain community and school partnerships and programs that deter and prevent crime, address quality of life issues and enhance community safety

2021 Strategic Accomplishments

- Maintained relationships with school administrators during the COVID-19 pandemic to address crime and quality of life issues during on-site instruction
- Supported Crime Prevention and Patrol objectives during COVID-19 pandemic
- Engaged students, school staff, and parents when dealing with issues such as bullying, possession of alcohol/drugs, harassment, etc
- Completed CALEA standards to address the roles of the SROs both in the schools and the community

2022 Strategic Priorities

- Reintegrate SROs into schools post-COVID-19, as school will be 100% in person.
- Work with school administration to involve the parents prior to the SRO taking police action
- Ensure new CSO receives training to work with the administration to address continued issues such as bullying, possession of alcohol/drugs, harassment
- Contribute to safe schools by ensuring a safe and secure campus, educating students about law-related topics, and mentoring students as informal advisers and role models

Crime Prevention Team

Staffing and Financial Summary

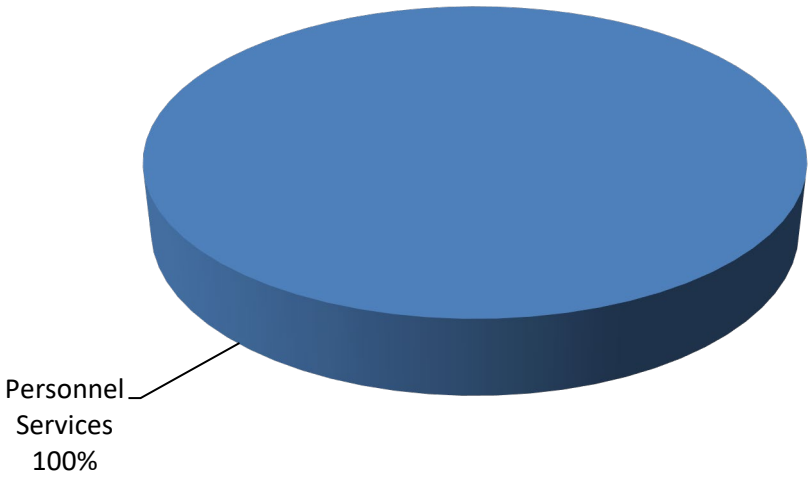
01-205

	2019 Authorized	2020 Authorized	2021 Authorized	2022 Authorized
Police Sergeant	0.5	0.5	0.5	0.5
School Resource Officer	2	2	2	2
Crime Prevention Officer	0	0	1	1
	2.5	2.5	3.5	3.5

1.5 Officers Funded out of Crime Prevention Fund

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Personnel Services	$271,647	$313,050	$271,798	$343,242
Materials and Supplies	$0	$0	$0	$0
Other Services and Charges	$0	$0	$0	$0
Capital Outlay	$0	$0	$0	$0
	$271,647	$313,050	$271,798	$343,242

Total 2022 Budget by Object



Police Department Records Team
01-206

Core Business

Police Records is a public safety function required by Colorado Revised Statutes and City of Wheat Ridge Code of Laws whose purpose is to:

- Collect, store, preserve and disseminate official actions and criminal justice records
- Record technical and statistical data entry from police reports into department and state computer databases
- Ensure the security and safe-keeping of police records, including body worn camera footage
- Assist citizens who choose to report criminal and non-criminal incidents online, by phone, or in person that do not require a police officer's assistance
- Support sworn personnel by processing case records and maintaining accurate documentation of official police actions

2021 Strategic Accomplishments

- Installed three new online options for record requests and case filing through LexisNexis with the addition of BuyCrash, Request-a-Report, and the Desk Officer Reporting System
- Neared completion of a comprehensive and updated Standard Operating Procedures Manual for Records
- Maintained Master Certification requirements for all Records staff through the Colorado Certified Records Network
- Acquired unlimited storage of body worn camera footage with Axon
- Safely established Records release hours and guidelines to keep citizens, staff, and officers safe during the COVID-19 pandemic

2022 Strategic Priorities

- Complete the comprehensive Standard Operating Procedures manual for the Records Team
- Promote comprehensive usage of the online options available to the public for Records services
- Establish a records purge schedule for all paper, fingerprint, and digital files to better align with the Colorado Municipal Records Retention guidelines
- Assist patrol in the employment of an eCitation system through the Niche RMS
- Fully staff the Records team to further advance services to officers, administration, and the citizens of Wheat Ridge

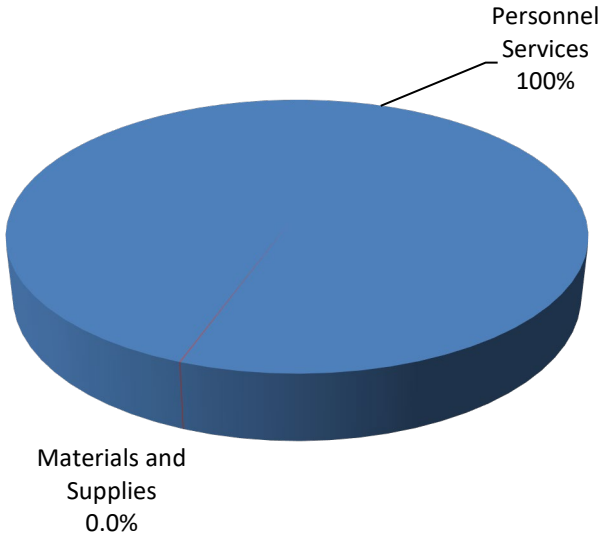
Records Team

Staffing and Financial Summary
01-206

	2019 Authorized	2020 Authorized	2021 Authorized	2022 Authorized
Records Supervisor	1	1	1	1
Lead Records Management Specialist	1	1	1	1
Records Management Specialist	6	6	6	6
	8	8	8	8

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Personnel Services	$391,593	$415,154	$397,499	$515,842
Materials and Supplies	$0	$250	$250	$250
Other Services and Charges	$0	$0	$0	$0
Capital Outlay	$0	$0	$0	$0
	$391,593	$415,404	$397,749	$516,092

Total 2022 Budget by Object



Police Department Accreditation and Training
01-207

Core Business

- Coordinate training for Police Department personnel
- Maintenance and updating of employee training files and certifications
- Develop, plan and administer the annual in-service training program for department employees
- Develop, plan and administer new employee orientation training
- Manage the department Power Data Management System (DMS) policy, training, and accreditation modules
- Manage the national and state accreditation processes, including preparing the department for re-accreditation

2021 Strategic Accomplishments

- Maintained compliance with state and national law enforcement accreditation standards - successfully obtained 4th re-accreditation for CALEA Advanced Law Enforcement Accreditation
- Coordinated training in compliance with mandatory Peace Officer Standards and Training (POST) and Colorado Intergovernmental Risk Sharing Agency (CIRSA) requirements
- Delivered a hybrid annual in-service training to members, utilizing distance learning, virtual and in-person platforms due to COVID restrictions

2022 Strategic Priorities

- Provide annual in-service training that surpasses police officer standards and training required by POST
- Utilizing a centralized and coordinated effort, provide members with training opportunities to obtain both professional development and job skill training, as mandated by Colorado POST, CIRSA, and accreditation
- Research and source training curricula that reflect the mission and vision of the department and are consistent with current, acceptable community expectations as it applies to diversity, equity, and inclusion
- Continue to deliver members quarterly distance learning through multiple LMS platforms (CIRSA, NeoGov Learn, PowerDMS)

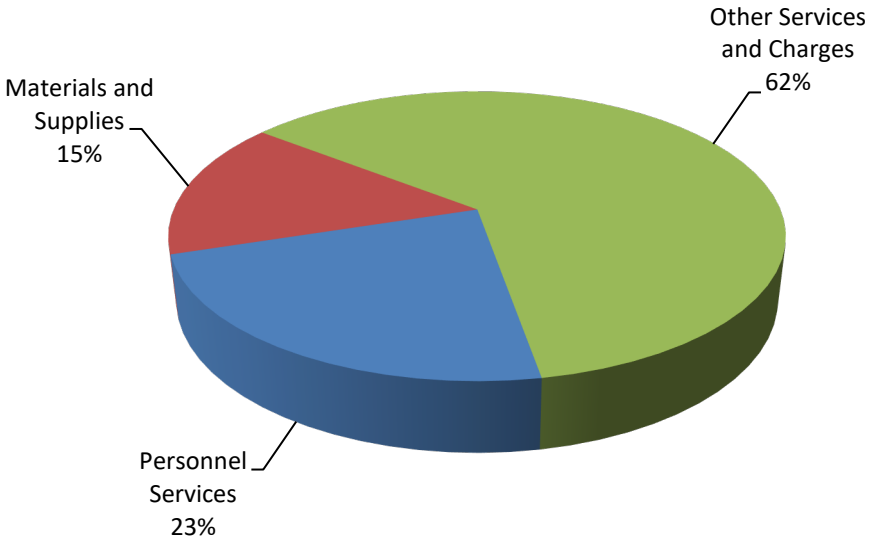
Accreditation and Training

Staffing and Financial Summary
01-207

	2019 Authorized	2020 Authorized	2021 Authorized	2022 Authorized
Accreditation/Training Coordinator	1	0	0	0
Accreditation/Training Manager	0	1	1	1
	1	1	1	1

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Personnel Services	$74,350	$75,247	$84,600	$96,159
Materials and Supplies	$38,125	$52,004	$49,694	$64,697
Other Services and Charges	$140,137	$174,750	$166,750	$259,410
Capital Outlay	$0	$0	$0	$0
	$252,612	$302,001	$301,044	$420,266

Total 2022 Budget by Object



Police Department
Patrol Operations
01-211

Core Business

- Respond to emergency and non-emergency public safety requests in a timely manner
- Build community trust through fair and transparent enforcement of laws while maintaining constitutional rights
- Promote positive and proactive partnerships by working with community groups and citizens to resolve crime and safety problems
- Conduct directed patrol and targeted enforcement utilizing available statistics to respond efficiently to crime and traffic issues

2021 Strategic Accomplishments

- The department mitigated the impact of COVID-19 using the state emergency management responses system
- CSOs and Crime Prevention partnered with co-responders and homeless navigators to provide mental health assistance when responding to individuals needing assistance in dealing with a mental health crisis
- Provided bicycle training for officers and CSOs to enhance the presence of officers in the Greenbelt and the business district
- Assigned bike officers to monitor and patrol I-70 and Kipling to address camping and pedestrian safety

2022 Strategic Priorities

- Provide targeted and saturation patrols in high crime areas to address criminal activity and quality of life issues
- Provide increased visibility in Greenbelt using officers and CSOs that are assigned using grant funding
- Generate greater understanding in the department and the community for Relationship Based Policing concept by partnering with businesses, citizens, and neighboring agencies
- Promote team cooperation between Patrol Teams, Crime Prevention, and CATT to address mutual crime, traffic, and quality of life concerns in the community
- Increase attendance of officers at CIT training in the post-COVID-19 environment

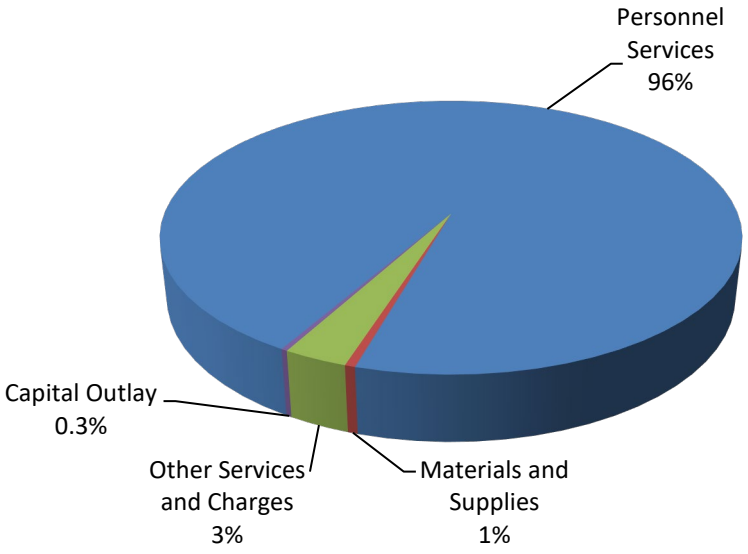
Patrol Operations

Staffing and Financial Summary
01-211

	2019 Authorized	2020 Authorized	2021 Authorized	2022 Authorized
Division Chief	1	1	1	1
Police Commander	2	2	2	2
Police Sergeant	7	7	7	7
Police Officer	41	41	42	44
	51	51	52	54

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Personnel Services	$5,567,693	$5,232,410	$5,232,410	$5,637,176
Materials and Supplies	$25,181	$29,350	$29,350	$29,050
Other Services and Charges	$42,792	$142,816	$143,071	$179,230
Capital Outlay	$2,643	$21,455	$21,200	$17,317
	$5,638,310	$5,426,031	$5,426,031	$5,862,773

Total 2022 Budget by Object



Police Department
Investigations Bureau
01-212

Core Business

- Investigate felony person crimes such as homicide, sexual assault, physical assault, and robbery
- Investigate felony property crimes such as theft, burglary, financial crimes, and criminal trespassing
- Investigate felony drug crimes as part of the West Metro Drug Task Force
- Investigate motor vehicle thefts and related crimes as part of the Metropolitan Auto Theft Task Force
- Investigate vice crimes and gather relevant criminal intelligence for dissemination
- Provide crime trend information to department members and the community
- Analyze crime scenes and collect relevant evidence
- Store and maintain property and evidence associated with all police functions
- Register and monitor sexual offenders in the community

2021 Strategic Accomplishments

- Toured and established working relationships between Bureau members and partners of Porchlight, the County-wide Family Justice Center
- Created in-house statistical gathering reports for improved monitoring on the status of active cases
- Implemented cross-training and mentoring program providing members of both the Patrol and Investigations Bureau with opportunities to increase knowledge and share information

2022 Strategic Priorities

- Develop an on-site technology lab in concert with our U.S.S.S. partnership and our membership within the C.E.C.T.F.
- Continue to develop and refine statistics gathering techniques compatible with the Niche RMS in a manner that provides actionable information
- Research and procure equipment to augment storage and maintenance of collected evidence
- Train and regularly deploy upgraded 3Si Digital trackers to enhance the identification and arrest process of property crime offenders
- Continue cross-training and mentorship program with members of both Patrol and Investigations bureau to boost workforce sustainability and strengthen relationships

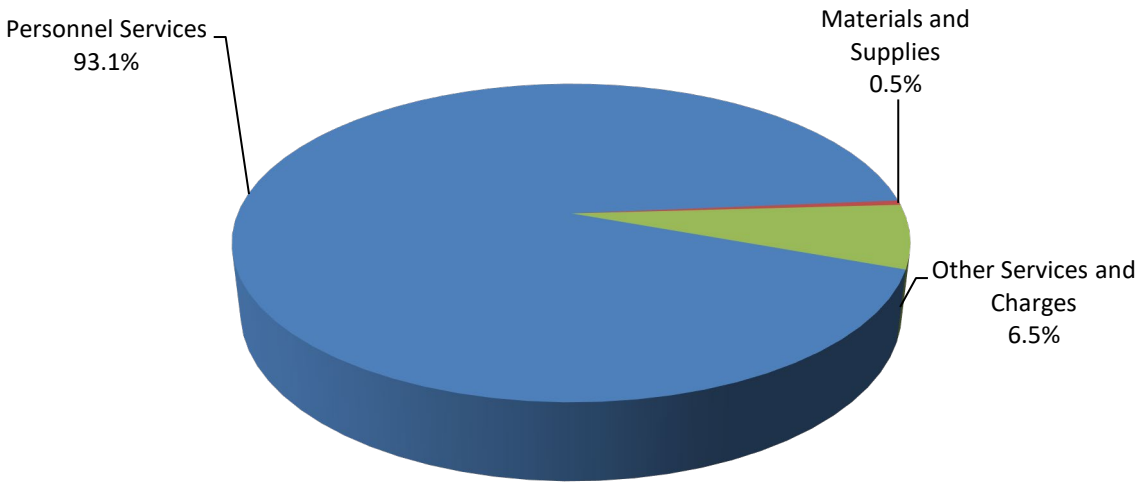
Investigations Bureau

Staffing and Financial Summary
01-212

	2019 Authorized	2020 Authorized	2021 Authorized	2022 Authorized
Police Commander	1	1	1	1
Police Sergeant	3	3	3	3
Police Officer	15	15	14	14
Operations Support Tech III	2	0	0	0
Investigative Technician	0	2	2	2
Sr. Evidence Technician	1	1	1	1
Evidence Technician	1	1	1	1
Crime Analyst	1	1	1	1
Property Crimes Detective	0	0	1	1
	24	24	24	24

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Personnel Services	$2,484,889	$2,559,985	$2,369,027	$2,618,699
Materials and Supplies	$11,673	$10,150	$10,150	$12,950
Other Services and Charges	$145,001	$172,696	$170,396	$181,846
Capital Outlay	$8,328	$23,234	$0	$0
	$2,649,891	$2,766,065	$2,549,573	$2,813,495

Total 2022 Budget by Object



Police Department
Crash and Traffic Team (CATT)
01-213

Core Business

- Reduce accidents and increase traffic safety through directed enforcement, problem-oriented analysis, and community partnerships
- Analyze accident data and implement appropriate methods to reduce accidents
- Participate in CDOT impaired driving, seat belt, and overweight tractor/trailer enforcement programs
- Work with the Colorado State Patrol conducting commercial vehicle safety inspections
- Conduct both day to day accident investigations and respond to major accidents to conduct reconstructions

2021 Strategic Accomplishments

- Enhanced investigative capabilities of the CATT by sending officers to advanced training of FARO Scene Scanners and Crash Data Recorder Downloads
- Addressed community and neighborhood traffic safety concerns using CATT and patrol resources
- Conducted commercial truck safety inspection in cooperation with the Colorado State Patrol
- Increased the number of call-outs due to improved training and experience gained by members of the team

2022 Strategic Priorities

- Identify training gaps for CATT members to enhance investigative capabilities for serious and fatal accident scenes
- Continue working with Colorado State Patrol to increase the number of truck safety inspection details
- Work with City stakeholders and the community to address neighborhood traffic safety concerns
- Increase the percentage of accidents taken by CATT during hours where team members are working. The goal is to maintain over 90% of all accidents taken by CATT during work hours
- Develop community traffic safety programs to further educate community members

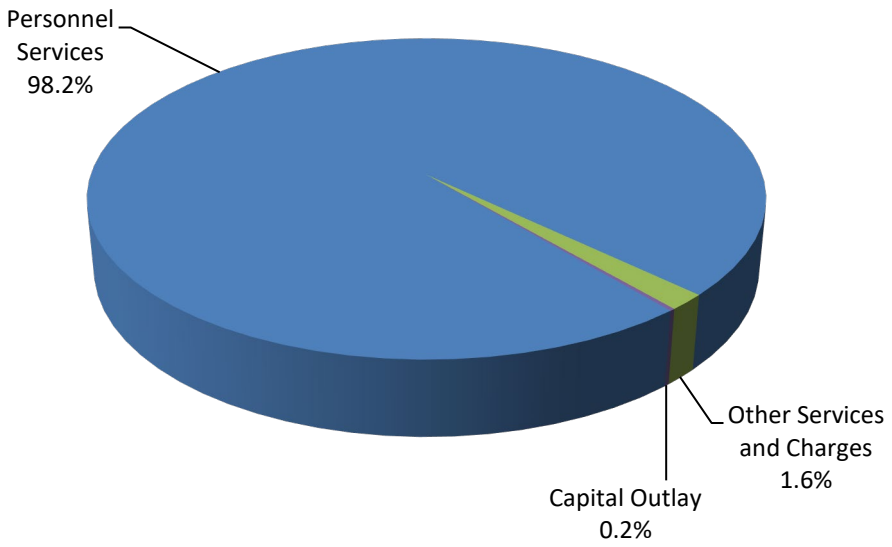
Crash and Traffic Team

Staffing and Financial Summary
01-213

	2019 Authorized	2020 Authorized	2021 Authorized	2022 Authorized
Police Sergeant	1	1	1	1
Police Officer	4	4	4	4
	5	5	5	5

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Personnel Services	$434,006	$514,831	$512,831	$560,942
Materials and Supplies	$0	$0	$0	$0
Other Services and Charges	$1,000	$9,800	$9,800	$9,300
Capital Outlay	$0	$8,550	$8,550	$1,250
	$435,006	$533,181	$531,181	$571,492

Total 2022 Budget by Object



Public Works

About Public Works

01-301

The Public Works Department is responsible for maintenance and improvements to the City's infrastructure, which includes 133 miles of streets and 36 miles of storm sewers throughout the City.

Public Works administers and monitors all construction activities within the street rights-of-way. The department also manages and delivers the Capital Improvement Program, as well as manages and maintains the City's vehicles and equipment.

Public Works also assists the Community Development Department in the review of commercial and residential development projects and building permits applications as related to public works.

2022
Budget Priorities

- Continue construction services on infrastructure projects for Wadsworth Boulevard
- Re-establish street maintenance and repair service levels to pre-Covid standards
- Complete American Public Works Association accreditation process
- Continue replacement of fleet vehicles in conformance with best practices

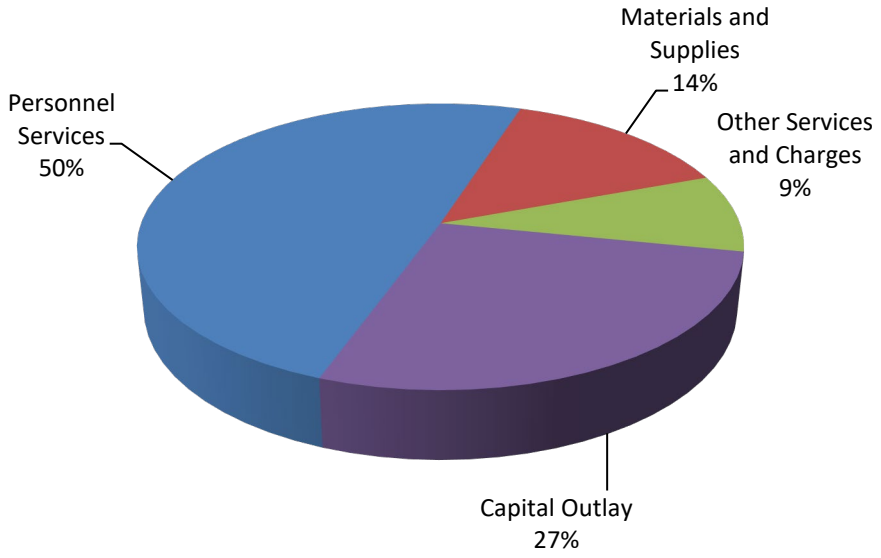
Public Works

Staffing and Financial Summary

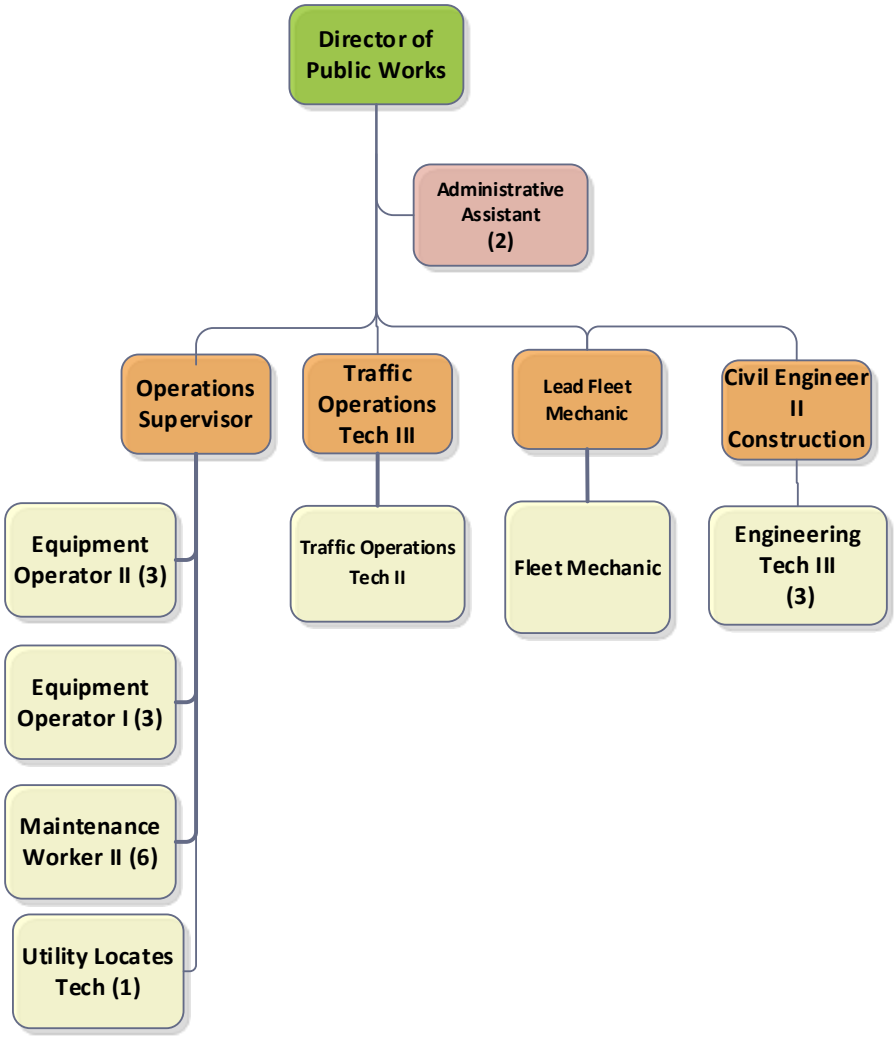
	2019 Authorized	2020 Authorized	2021 Authorized	2022 Authorized
Administration	1	0	0	0
Engineering	12	0	0	0
Operations	18	23	23	25
	31	23	23	25

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Personnel Services	$1,658,062	$1,761,821	$1,747,899	$1,950,789
Materials and Supplies	$423,669	$531,876	$502,000	$567,350
Other Services and Charges	$883,578	$326,500	$299,600	$346,000
Capital Outlay	$605,874	$1,084,509	$955,563	$1,080,772
	$3,571,183	$3,704,706	$3,505,062	$3,944,911

Total 2022 Budget by Object



PUBLIC WORKS



Public Works

Performance Measures

	2020 Actual	2021 Estimated	2022 Goals
Number of internal & external Service Requests completed	56	100	110
Number of vehicle/equipment work orders completed	359	400	450
Total miles of priority 1 & 2 streets controlled for snow and ice	15,303	19,000	14,000
Number of Street Cut Permits issued	548	450	500
Linear feet of asphalt overlay placed	0	5500	9000

Public Works
01-303

Core Business

- Monitor all construction activities within the public right-of-way
- Maintain and provide preventive maintenance services for streets, alleys, storm sewers, walkways, bus benches, bus shelters, pedestrian lights, special events, traffic signal lights, and signs
- Manage the City's automotive and equipment fleet through maintenance and scheduled replacement
- Provide snow removal and ice control on City streets
- Provide utility locate services within the public right-of-way
- Complete service requests for internal and external customers
- Coordinate with risk management to provide estimates and quotes for recovery of damages to City vehicles and property

2021 Strategic Accomplishments

- Completion of Clear Creek Crossing public improvements
- Award of Wadsworth Blvd improvement project bid and project start-up in coordination with the Community Development Department
- Continued to enhance traffic signal communications capabilities, including upgrading of obsolete traffic signal components and traffic signal battery backup systems
- Successfully completed asphalt overlay, ADA/concrete replacement, and crack seal maintenance programs throughout various locations in the City
- Purchased City's first all-electric vehicle and 2 charging stations
- Continued to implement applicable technology upgrades to enhance Operations' response times, mobile technology, and accuracy of utility locate requirements
- Completion of required documents input for subsequent review and approval by APWA Accreditation Board

2022 Strategic Priorities

- Wadsworth Corridor – sustain timely project construction and coordination
- Completion of construction 52nd Ave TOD public improvements
- Continue to improve and build asset inventory, utility locate and reporting capabilities, and enhancement of the City's Asset Management Program (VueWorks)
- In coordination with the Engineering division, continue to develop a long-term capital plan for traffic signal upgrades and signal replacements, including upgrades to equipment that enhance overall safety, accessibility, and mobility

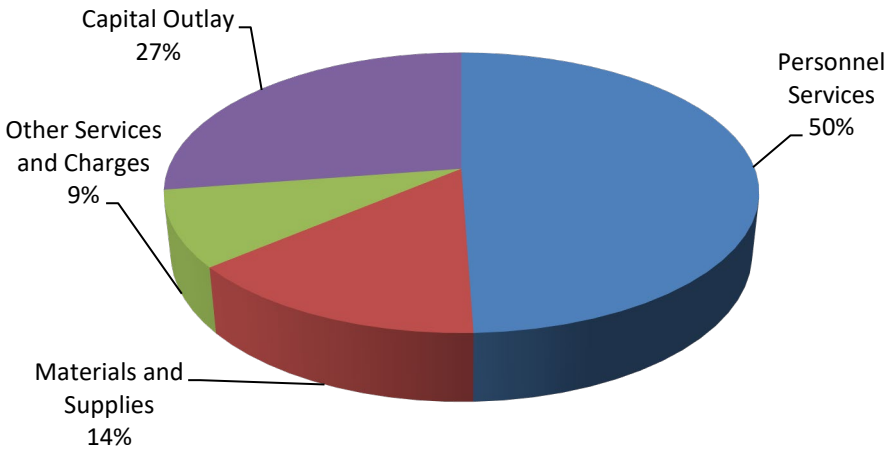
Operations

Staffing and Financial Summary
01-303

	2019 Authorized	2020 Authorized	2021 Authorized	2022 Authorized
Public Works Director	0	1	1	1
Operations Manager	1	0	0	0
Operations Supervisor	1	1	1	1
Administrative Assistant	1	2	2	2
Equipment Operator II	3	3	3	3
Equipment Operator I	3	3	3	3
Maintenance Worker II	5	5	5	6
Lead Mechanic	1	1	1	1
Mechanic	1	1	1	1
Traffic Operations Tech III	1	1	1	1
Traffic Operations Tech II	1	1	1	1
Civil Engineer II	0	1	1	1
Engineering Technician III	0	3	3	3
Utility Locates Technician	0	0	0	1
	18	23	23	25

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Personnel Services	$1,658,062	$1,761,821	$1,747,899	$1,950,789
Materials and Supplies	$423,669	$531,876	$502,000	$567,350
Other Services and Charges	$883,578	$326,500	$299,600	$346,000
Capital Outlay	$605,874	$1,084,509	$955,563	$1,080,772
	$3,571,183	$3,704,706	$3,505,062	$3,944,911

Total 2022 Budget by Object



Parks and Recreation

About Parks and Recreation

The Wheat Ridge Parks and Recreation Department oversees the operations of the Parks, Forestry and Open Space Division, the Recreation Division, Building Maintenance, and Administration.

Department Mission: We are dedicated to serving our community by providing diverse programs, experiences, and spaces that enhance the quality of life.

Department Vision: To be the first choice and trusted source for connecting with nature, living healthy, and having fun.

Department core activities and service delivery values:

- Excellent parks and open space system
- Active social engagement opportunities
- Preservation of cultural and historical assets
- Exceptional recreation centers and facilities
- Comprehensive and innovative programming

2022
Budget Priorities

- Complete Prospect Park Phase II project
- Complete "The Green at 38th" park development
- Secure grant funding to assist with various maintenance projects along the Clear Creek Trail and beyond
- Utilize the Public Art Management Plan to select and install public art associated with various City projects

Karen O'Donnell
Director of Parks & Recreation

Regenerate Wheat Ridge program titled:
Why Goats? Investigating Restorative Grazing

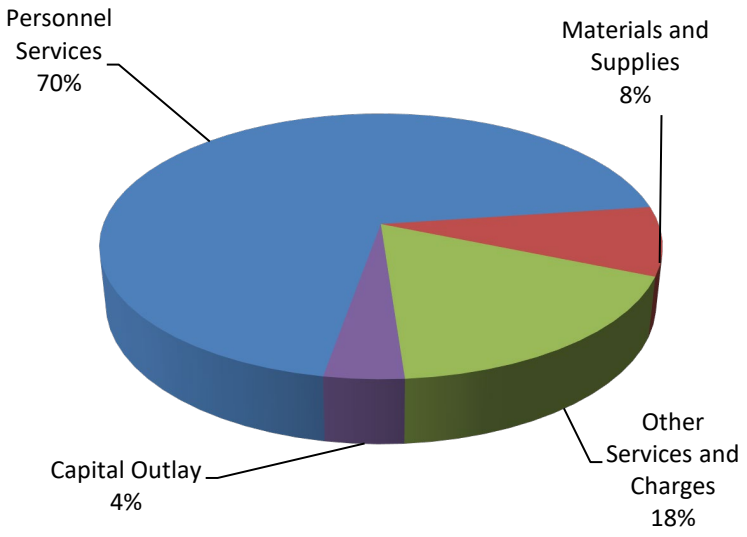
Parks and Recreation

Staffing and Financial Summary

	2019 Authorized	2020 Authorized	2021 Authorized	2022 Authorized
Administration	2	2	2	2
Recreation	2	2	2	3
Parks Maintenance	14	13	12	12
Forestry	4	4	4	5
Natural Resources	1	0	0	0
Anderson Building	0	0.5	0.5	0.5
Athletics	2.5	2	2	2
General Programs	2.5	2.5	2.5	2.5
Outdoor Pool	0.5	0.5	0.5	0.5
Active Adult Center	4.625	4.625	4.625	5
Historic Buildings	0	0	0	0
Recreation Center - Facility Operation	0	6.5	4.5	4.5
Recreation Center - Aquatics	0	3.5	3.5	3.5
Recreation Center - Fitness	0	1	1	1
Facilities Maintenance	1	2	5	5
	34.125	44.125	44.125	46.5

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Personnel Services	$4,241,718	$5,066,511	$4,628,220	$5,380,626
Materials and Supplies	$299,975	$481,592	$404,564	$644,884
Other Services and Charges	$1,555,638	$1,026,033	$913,600	$1,351,634
Capital Outlay	$29,071	$64,530	$12,339	$301,755
	$6,126,402	$6,638,666	$5,958,723	$7,678,899

Total 2022 Budget by Object

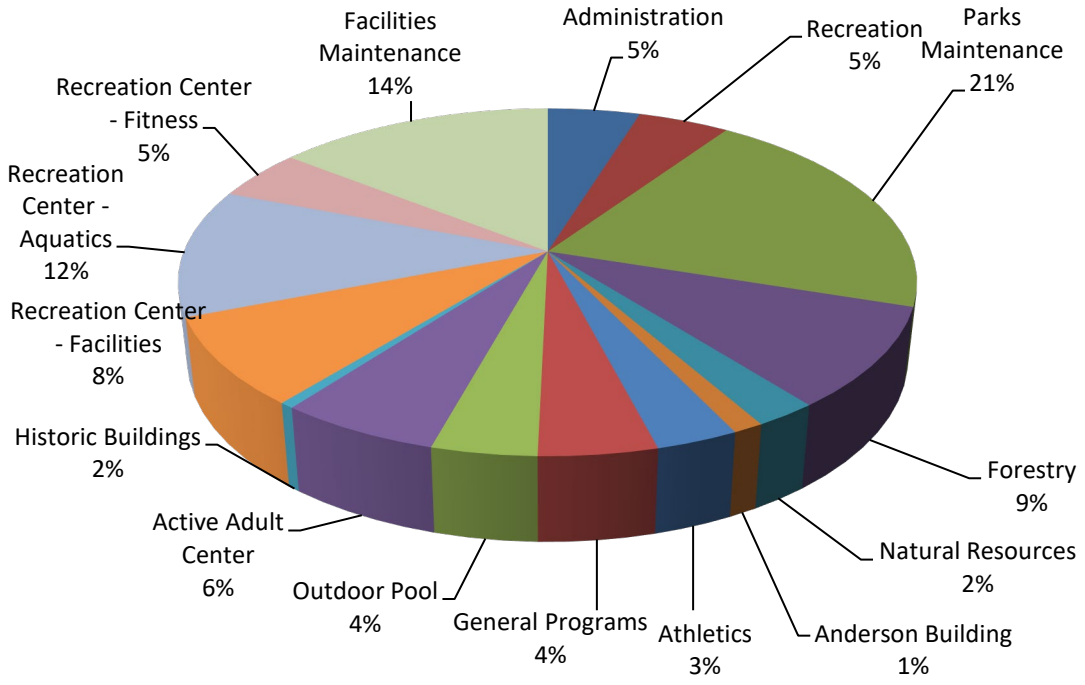


Parks and Recreation

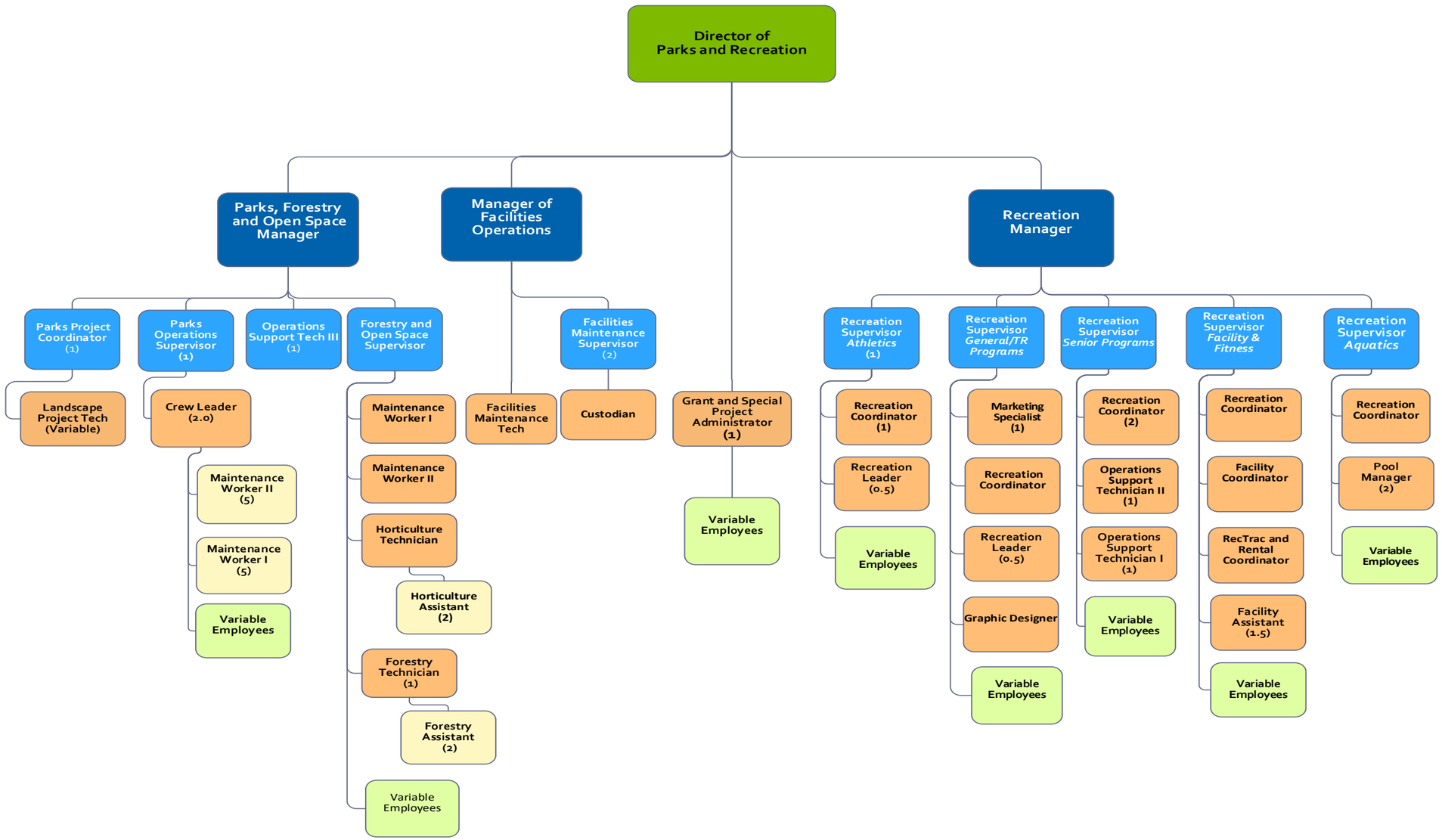
Total Budget by Program

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Administration	$256,953	$307,081	$280,086	$367,510
Recreation	$255,633	$315,519	$282,515	$363,201
Parks Maintenance	$1,664,010	$1,373,436	$1,235,255	$1,576,420
Forestry	$408,658	$483,836	$391,160	$716,664
Natural Resources	$100,434	$154,758	$147,451	$180,584
Anderson Building	$84,178	$90,422	$66,161	$87,964
Athletics	$181,510	$225,796	$193,068	$236,799
General Programs	$289,880	$305,269	$292,177	$338,534
Outdoor Pool	$53,924	$322,356	$242,974	$301,016
Active Adult Center	$398,524	$392,610	$384,166	$463,183
Historic Buildings	$55,899	$63,637	$41,004	$40,941
Recreation Center - Facilities	$1,110,340	$601,466	$541,846	$626,982
Recreation Center - Aquatics	$638,552	$815,978	$815,549	$914,497
Recreation Center - Fitness	$232,386	$334,112	$299,374	$360,945
Facilities Maintenance	$395,522	$852,390	$745,937	$1,103,659
	$6,126,402	$6,638,666	$5,958,723	$7,678,899

Total 2022 Budget by Program



Parks and Recreation



Parks and Recreation

Performance Measures

	2020 Actual	2021 Estimated	2022 Goals
Grant dollars received	442,303	865,000	450,000
Number of volunteer hours	1,771	2,600	3,000
*Number of Trees planted trees removed**	plus 42	plus 54	plus 50
Acres of parkland added or lost	0	0	3
Number of Facebook followers	552	591	642
Number of website visits	109,300	123,569	135,000
Number of Intagram Followers	NA	350	500
Recreation Center visits per Year	110,545	175,000	200,000
Number of recreation center annual pass holders	601	650	700
Number of new customers (per household)	2,332	9,500	7,500
Percentage of residents visiting the outdoor pool	0%	48%	50%
Percentage of residents visiting the Active Adult Center	48%	42%	48%

* Numbers indicate the number of trees planted minus the number removed. In 2020 we planted 60 trees but removed 18.

Parks and Recreation Administration

01-601

Core Business

- Serve as the leisure, recreational, and informational resource for the residents of Wheat Ridge
- Strive to meet the physical, social and cultural needs of the community
- Acquire, design, and construct parks, trails, and open space areas
- Maintain parks, trails, and open space sites and recreation facilities
- Implement Parks and Recreation Master Plan
- Manage recreation facilities, including the Recreation Center, Active Adult Center, Anderson Building, outdoor pool, and Richards-Hart Estate
- Develop a departmental policy to ensure a positive and safe experience for all users
- Supervise Parks, Forestry, Open Space Division, Recreation Division & Facility Maintenance Division

2021 Strategic Accomplishments

- Responded to the COVID-19 pandemic with safe and innovative programming and facility operations
- Completed demolition and began construction – Prospect Park Phase II
- Completed national re-accreditation process; CAPRA accredited for another 5 years
- Finished construction drawings and community engagement for the Green at 38th
- Utilized Public Art Management Plan to select and install more public art in the city, Clear Creek Crossing selection complete
- Completed an Open Space Master Plan
- In collaboration with Jefferson County Open Space, facilitated a successful volunteer event on National Public Lands Day in September
- Received significant grant funding for various projects and programs

2022 Strategic Priorities

- Complete Prospect Park Phase II project
- Begin construction of the Green at 38th
- Fund & manage various deferred maintenance priorities throughout the City
- Utilize Public Art Management Plan to select and install more public art in the city
- Seek additional grant funding for various projects and programs

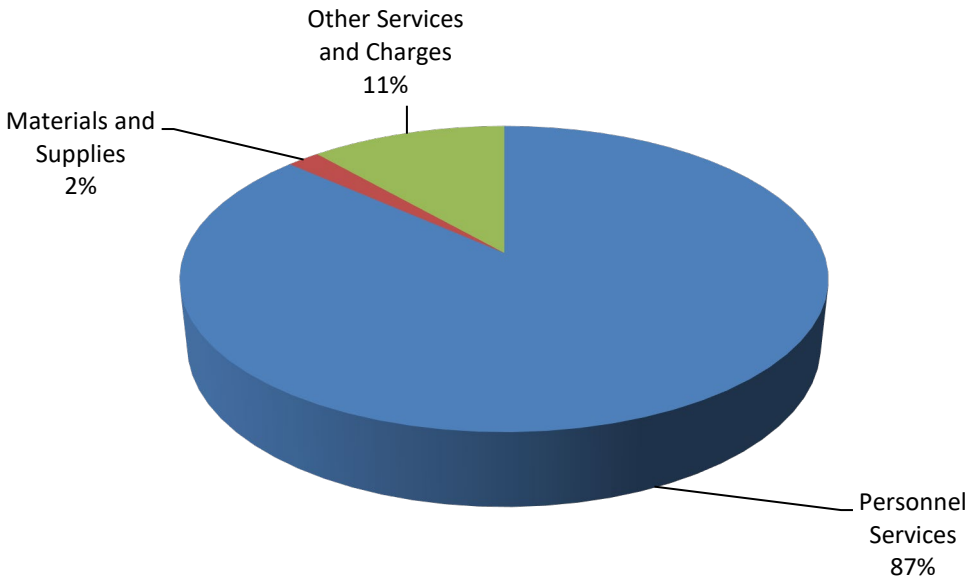
Administration

Staffing and Financial Summary
01-601

	2019 Authorized	2020 Authorized	2021 Authorized	2022 Authorized
Parks & Recreation Director	1	1	1	1
Parks & Recreation Analyst	1	0	0	0
Grant & Special Project Administrator	0	1	1	1
	2	2	2	2

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Personnel Services	$240,172	$263,848	$247,166	$318,168
Materials and Supplies	$3,014	$6,600	$5,200	$7,100
Other Services and Charges	$13,766	$36,633	$27,720	$42,242
Capital Outlay	$0	$0	$0	$0
	$256,953	$307,081	$280,086	$367,510

Total 2022 Budget by Object



Parks and Recreation
Recreation
01-602

Core Business

- Supervise, administer, and manage the Recreation Division, which includes operation and programming of the Recreation Center, Active Adult Center, Anderson Building and Pool, aquatics, athletics, fitness, general recreation programs, and marketing
- Monitor Recreation Center, Active Adult Center, and Anderson Building facility maintenance in collaboration with the Manager of Facility Operations
- Develop and monitor budget expenditures and revenues for the Recreation Division
- Oversee marketing, promotions, and communication for Parks and Recreation programs and services

2021 Strategic Accomplishments

- Launched a new format for the department's Activity Guide, a Digital Interactive Guide, that gave the team the ability to respond to changes created by COVID-19 public health orders and provide great customer service
- Prioritized social media by creating a new Instagram account for the department and implementing a social media content calendar, along with better use of Google Analytics
- Made numerous updates to the department's website to better communicate our offerings to the public and make the site more user friendly
- Managed facility and program operation changes due to COVID-19
- Developed a new cost recovery strategy (Service Sustainability)
- Developed variable and benefitted team member onboarding presentations
- Contributed to the CAPRA reaccreditation process

2022 Strategic Priorities

- Continue to grow advertisement and sponsorship efforts to Wheat Ridge businesses
- Identify and implement various new external marketing programs such as pass promotions, new Wheat Ridge resident promotions, and customer appreciation events
- Incorporate more video marketing on our social media channels and our website
- Continue to implement facility security assessment recommendations
- Continued analysis and implementation of Service Sustainability

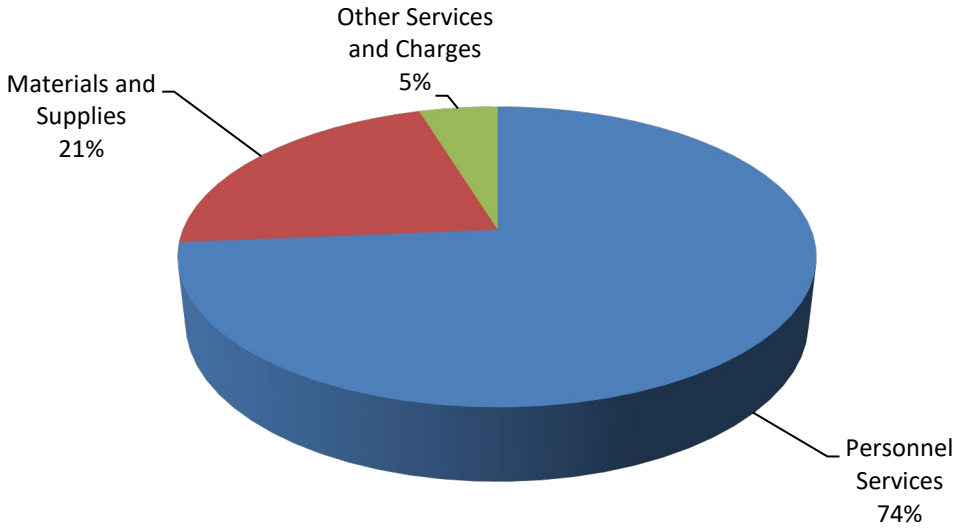
Recreation

Staffing and Financial Summary

01-602	2019 Authorized	2020 Authorized	2021 Authorized	2022 Authorized
Recreation & Facilities Manager	1	1	1	1
Marketing Generalist	1	1	1	1
Graphic Designer	0	0	0	1
	2	2	2	3

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Personnel Services	$219,706	$249,559	$235,004	$267,537
Materials and Supplies	$29,926	$54,614	$40,134	$78,496
Other Services and Charges	$6,001	$11,346	$7,377	$17,168
Capital Outlay	$0	$0	$0	$0
	$255,633	$315,519	$282,515	$363,201

Total 2022 Budget by Object



Parks and Recreation
Parks Maintenance
01-603

Core Business

- Provide a safe, inviting, and aesthetically pleasing outdoor environment for users of parkland and facilities
- Maintain and improve the quality of all turf at City parks and facilities
- Maintain irrigation systems in parks and continuous improvement in water conservation
- Implement the Parks and Recreation Department strategic plan initiatives
- Oversee and direct maintenance work of contractors within specified right-of-way areas

2021 Strategic Accomplishments

- Continued work to improve field conditions through turf renovations and preventative maintenance
- Baseball/softball infield improvements at Creekside Park (late summer 2021)
- Enhanced staff capabilities with the addition of a PT landscape architect
- Installation of 2 electric vehicle charging stations at City Hall and WRRC
- Successful bid process and start to the Prospect Phase II park improvement project

2022 Strategic Priorities

- Implement a business process to digitize and filing of old construction drawings and details
- Enhance turf care and management capabilities through preventative maintenance and field renovation activities
- Enhance irrigation water quality at Prospect Lake through the installation of aeration devices and other lake management techniques
- Install fertilizer injection systems for at least one park location and monitor as a pilot project for future expansion
- Improve athletic field playability through infield renovations, along with new grooming equipment and technologies

Parks Maintenance

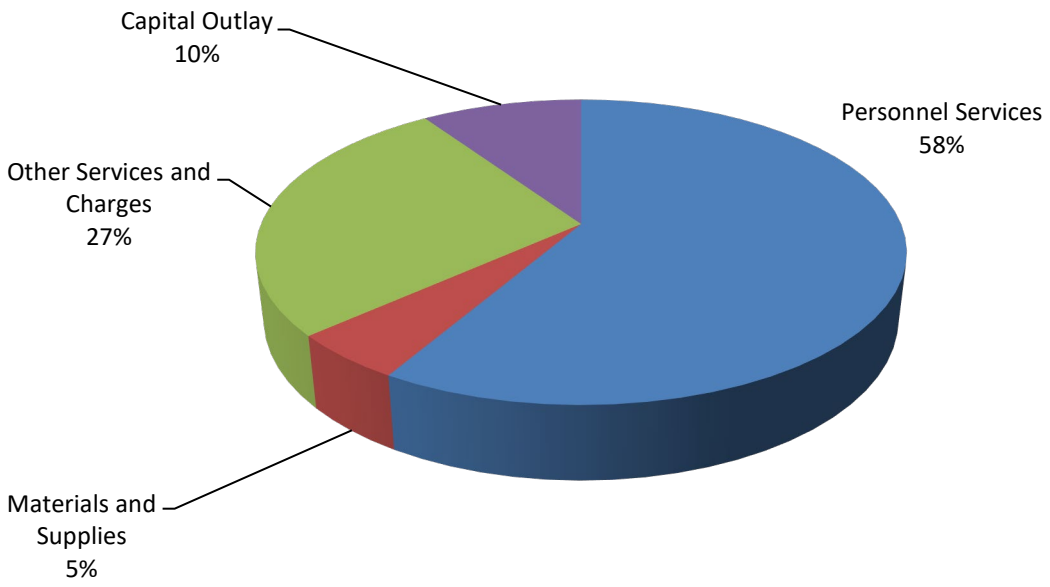
Staffing and Financial Summary
01-603

	2019 Authorized	2020 Authorized	2021 Authorized	2022 Authorized
Parks, Forestry, and Open Space Manager	1	1	1	1
Operations Supervisor	2	2	2	2
Parks Project Coordinator	1	1	1	1
Crew Leader - Parks Maintenance	1	2	2	2
Parks Maintenance Worker II	6	3	3	3
Parks Maintenance Worker I	2	2	2	2
Facility Maintenance Technician	0	1	0	0
Operations Support Technician III	1	1	1	1
	14	13	12	12

Nine (9) positions funded out of Open Space Fund

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Personnel Services	$955,139	$942,741	$861,006	$921,097
Materials and Supplies	$59,877	$72,475	$56,367	$78,450
Other Services and Charges	$648,993	$334,888	$317,882	$426,873
Capital Outlay	$0	$23,332	$0	$150,000
	$1,664,010	$1,373,436	$1,235,255	$1,576,420

Total 2022 Budget by Object



Parks and Recreation
Forestry and Horticulture
01-604

Core Business

- Ensure a beautiful, safe, diverse and healthy tree canopy
- Provide forest and horticultural planning for the management of trees, shrubs, perennials, and annual flowers within the City's parks, open spaces, and rights-of-way
- Issue licenses for tree care companies doing business within Wheat Ridge

2021 Strategic Accomplishments

- Procured and implemented forestry bucket truck; enhancing the service capabilities of internal staff
- Through a grant, partnered with the Mile High Youth Corps to treat 50% of the City's ash trees for the prevention of the emerald ash borer
- Achieved the goal of planting 50 trees above and beyond the number of trees removed
- Enhanced staff capabilities and services through the conversion of an existing vacant FTE to house a full time Environmental Education Interpreter
- Utilized greenhouse growing to maximize budget for horticultural annual and perennial plantings

2022 Strategic Priorities

- Implement City Tree Grant Programs through Hazardous Tree Removal, Legacy Tree Pruning, Hazardous Tree Pruning, and EAB Treatments
- Facilitate an at cost Tree Sale available to the public
- Monitor and further implement the City's EAB Management Plan
- Increase tree canopy diversity with new tree plantings
- Increase in-house forestry preventative maintenance capabilities, including but not limited to aerial pruning and thinning deep root fertilization, tree planting and establishment care, pesticide application and disease treatment, stump grinding, and wood chip recycling
- Improve 38th Ave aesthetics through flower planter renovations, replacements, and enhancements
- Provide professional resources and guidance during all phases of landscape planning and construction

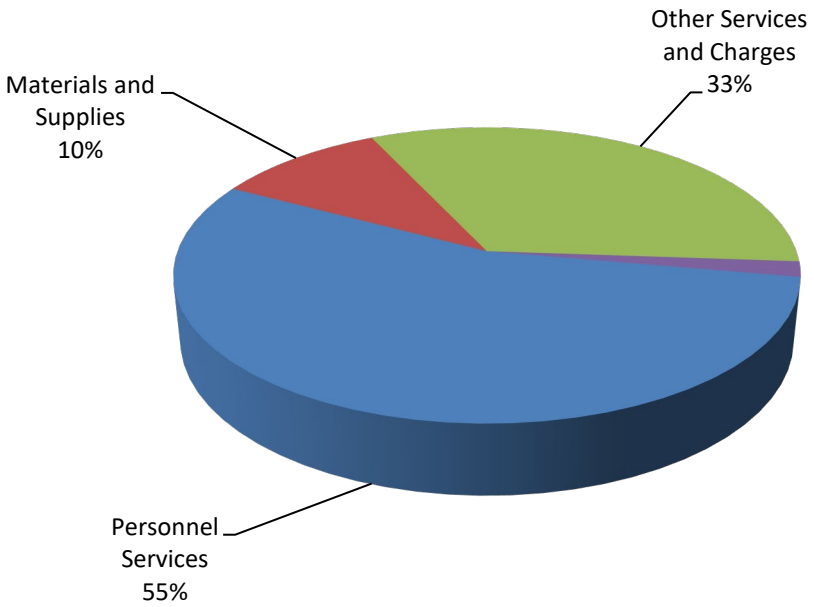
Forestry

Staffing and Financial Summary
01-604

	2019 Authorized	2020 Authorized	2021 Authorized	2022 Authorized
Forestry Technician	1	2	2	2
Forestry Assistant	2	0	0	0
Horticulture Technician	1	1	1	1
Horticulture Assistant	0	1	1	2
	4	4	4	5

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Personnel Services	$297,057	$345,116	$247,319	$393,739
Materials and Supplies	$32,422	$34,754	$34,129	$73,400
Other Services and Charges	$79,179	$103,966	$109,712	$237,525
Capital Outlay	$0	$0	$0	$12,000
	$408,658	$483,836	$391,160	$716,664

Total 2022 Budget by Object



Parks and Recreation
Natural Resources
01-605

Core Business

- Manage the City's natural resources, open space areas, and trail-related facilities through effective use of resources
- Provide natural resource management information and volunteer opportunities for open space visitors
- Provide a safe and well-maintained trail system

2021 Strategic Accomplishments

- Secured NACD Grant for the education and initial planning efforts to implement sustainable agricultural practices within the City
- Jefferson County Open Space provided immense support to host a very large volunteer event and celebration for National Public Lands Day on September 25; over 250 volunteers participated
- Received an ECHO grant to support the ADA improvements to the Nature Play Area
- Successful application and reward of the JeffCo Open Space Regional Trails grant to support the trailhead improvements as part of the Wadsworth Widening Project
- Implemented numerous collaborative projects with IES and Mile High Youth Corps
- Refined approach to PEH issues by hiring 2 part time Environmental Services Technicians and by securing a contractor to assist with large clean-up efforts

2022 Strategic Priorities

- Carry out efforts to plan, strategize, draft, and publish Open Space Management Plan with the help of a consultant
- Enhance technician capabilities through training and education to provide for more natural resource management expertise, implement OSHA HAZWOPER certification requirements for Environmental Services
- Improve Water Quality at Prospect Lake to increase the ability to maintain a healthy aquatic ecosystem
- Continue to explore and receive grants to assist with trail and open space initiatives through our partners at JeffCo Open Space, CPW, GOCO, and others

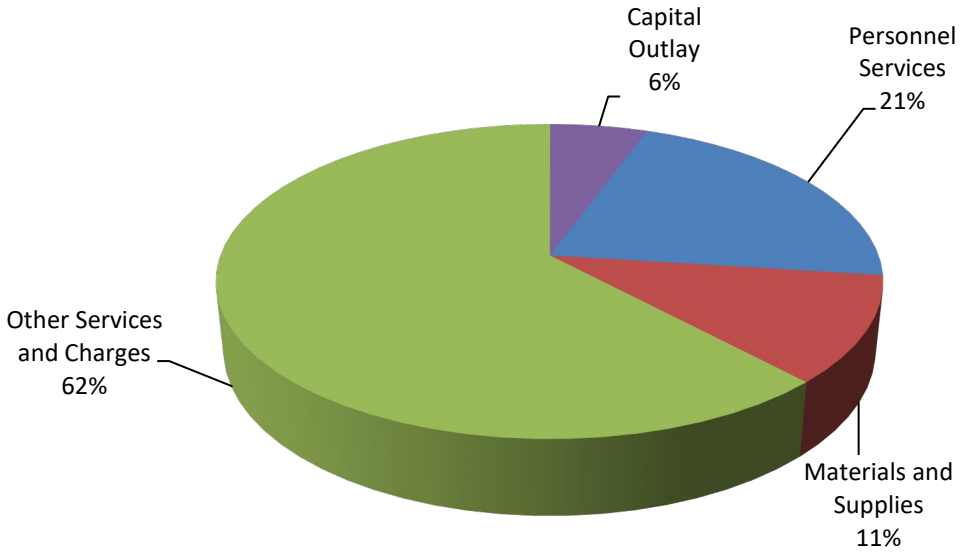
Natural Resources

Staffing and Financial Summary
01-605

	2019 Authorized	2020 Authorized	2021 Authorized	2022 Authorized
Horticulture Technician	1	0	0	0
	1	0	0	0

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Personnel Services	$21,988	$37,170	$38,546	$38,754
Materials and Supplies	$7,292	$16,600	$15,751	$19,800
Other Services and Charges	$65,603	$100,988	$93,154	$112,030
Capital Outlay	$5,551	$0	$0	$10,000
	$100,434	$154,758	$147,451	$180,584

Total 2022 Budget by Object



Parks and Recreation
Anderson Building
01-620

Core Business

- Manage access to the outdoor pool and changing areas and provide indoor activity space for:
    - Parks and recreation activities
    - Community programs
    - Special events
    - Local youth groups
    - Private rentals
    - League play and practices

2021 Strategic Accomplishments

- Reopened the facility with the COVID-19 'All Clear' status
- Developed a new strategy for staffing and programming the building for Fall of 2021
- Increased rental revenue by identifying additional rental time slots
- Installed electronic signboards/monitors in the upper lobby area
- Hired and trained 6 new Facility Assistants
- Support transitioning of Pilates Reformer program to the Anderson Building

2022 Strategic Priorities

- Improve HVAC system by replacing two furnaces/AC units
- Brainstorm ideas to further increase revenue opportunities
- Address infrastructure needs by replacing domestic water boiler

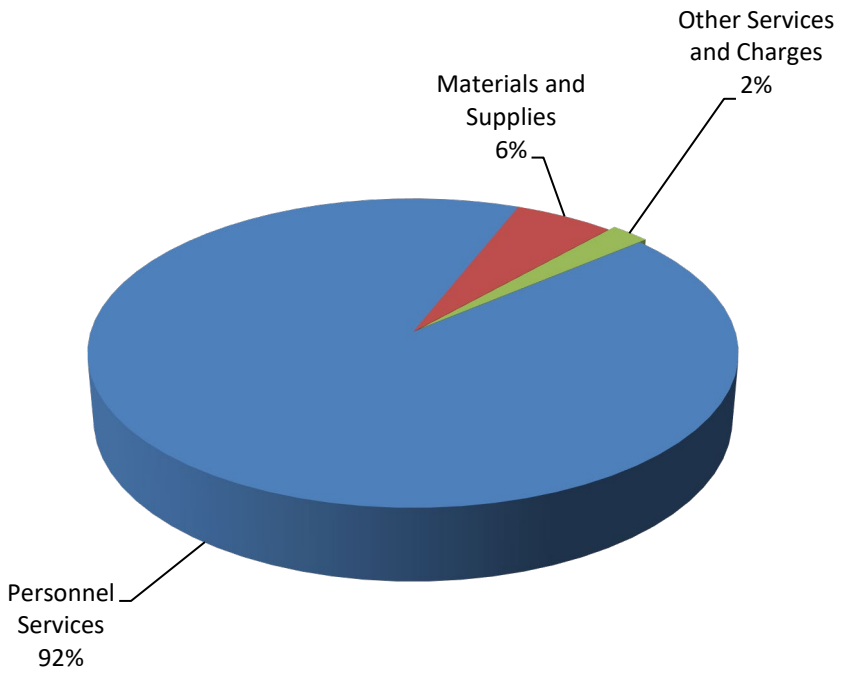
Anderson Building

Staffing and Financial Summary
01-620

	2019 Authorized	2020 Authorized	2021 Authorized	2022 Authorized
Recreation Coordinator	0	0.5	0.5	0.5
	0	0.5	0.5	0.5

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Personnel Services	$67,035	$83,375	$64,751	$81,037
Materials and Supplies	$226	$3,700	$180	$4,969
Other Services and Charges	$16,917	$3,088	$1,230	$1,958
Capital Outlay	$0	$259	$0	$0
	$84,178	$90,422	$66,161	$87,964

Total 2022 Budget by Object



Parks and Recreation
Athletics
01-621

Core Business

- Implement and oversee a wide range of athletic programs and facilities to meet the needs of participants of all ages
- Develop, administer and evaluate athletic programs
- Manage contractual youth sports camps
- Coordinate athletic leagues
- Coordinate local youth groups field use
- Schedule field use and rentals, and implement user fees

2021 Strategic Accomplishments

- Increased opportunities for MSSP participation by adding one additional middle school to our program
- Expanded field rental pool by contracting with three new rental groups
- Revised field use priorities and field allocation process to better serve Wheat Ridge-based user groups
- Created age-appropriate progressive athletic programs for youth by creating new in-house Summer Soccer League
- Re-opened our newly renovated fields at Prospect Park to programming and rentals
- Developed and implemented an alternative volleyball program for the Winter/Spring of 2021 during the pandemic
- Successfully ran the Middle School Sports Basketball Program within the constraints of COVID-19 restriction
- Increased summer soccer camp enrollments to become the single largest Challenger Camp in Colorado for the summer of 2021

2022 Strategic Priorities

- Research strategies for re-introducing spring/summer adult sports leagues
- Utilize grant funding to re-engage local elementary schools with after school sports program
- Offer two Challenger camps in the summer of 2022

Athletics

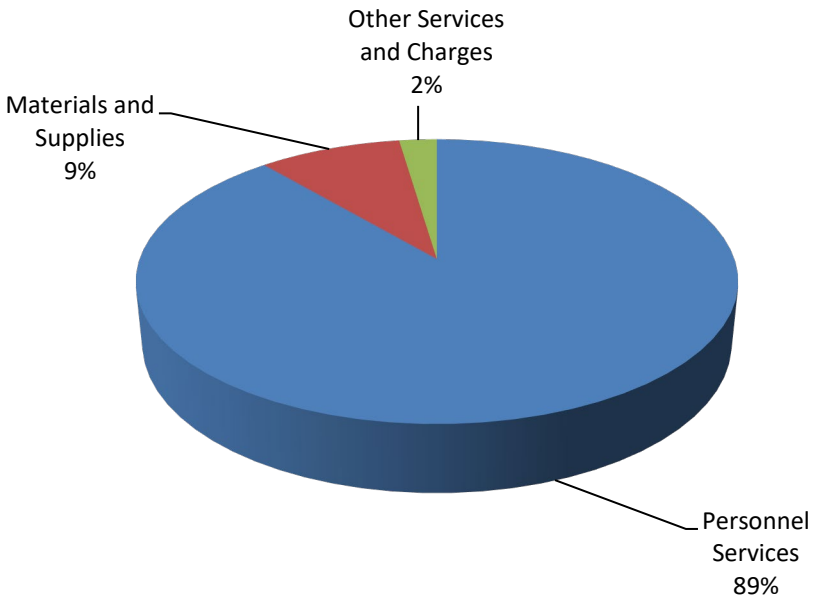
Staffing and Financial Summary

01-621

	2019 Authorized	2020 Authorized	2021 Authorized	2022 Authorized
Recreation Supervisor	1	1	1	1
Recreation Coordinator	1	0.5	0.5	0.5
Recreation Leader	0.5	0.5	0.5	0.5
	2.5	2	2	2

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Personnel Services	$168,415	$199,652	$175,718	$210,076
Materials and Supplies	$10,786	$22,118	$14,189	$21,162
Other Services and Charges	$2,309	$4,026	$3,161	$5,561
Capital Outlay	$0	$0	$0	$0
	$181,510	$225,796	$193,068	$236,799

Total 2022 Budget by Object



Parks and Recreation
General Programs
01-622

Core Business

- Provide a state-licensed preschool program and summer day camp program
- Provide quality educational arts and crafts and general interest programs for parents and children, preschoolers, youth, teens, and adults
- Coordinate community special events including, the Easter Egg Hunt, Holiday Celebration, Performances in the Park, and other seasonal special events
- Offer and implement quality therapeutic recreation programs including sports, fitness, outdoor recreation, general interest, and special events
- Coordinate inclusion opportunities for individuals of all abilities

2021 Strategic Accomplishments

- Increased use of the newly renovated Anderson Building classroom by providing a variety of specialty camp options for families that were unable to secure a spot in Sun Camp
- Offered our annual Easter Egg Hunt event in a new COVID-19, socially distanced format that received very positive feedback from the community
- Restructured our pricing for a handful of our programs to align with the cost recovery goals of the department
- Continued to offer our licensed childcare programs throughout 2021 despite the challenges of COVID-19 and various stringent public health orders

2022 Strategic Priorities

- Utilizing research and survey responses, develop additional 1-day special events for the community
- Research and determine more effective family and teen programming opportunities
- Continue to identify and focus on the aspects of our Therapeutic Recreation offerings that the community desires, including the promotion of our inclusion opportunities and available scholarships
- Growing our licensed preschool program back to pre-pandemic participation
- Increase recruitment strategies and implementations for our summer camp program so that we can increase capacity limits and revenues

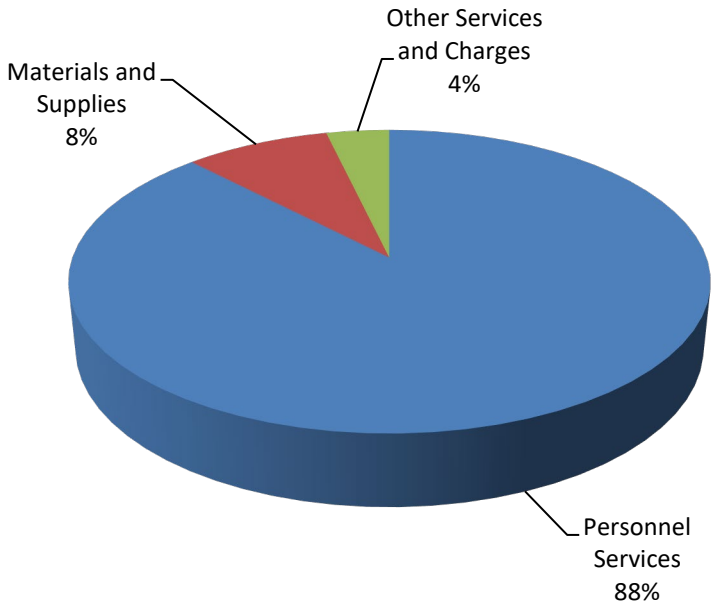
General Programs

Staffing and Financial Summary
01-622

	2019 Authorized	2020 Authorized	2021 Authorized	2022 Authorized
Recreation Supervisor	1	1	1	1
Recreation Leader	0.5	0.5	0.5	0.5
Recreation Coordinator	1	1	1	1
	2.5	2.5	2.5	2.5

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Personnel Services	$277,921	$270,933	$263,152	$297,104
Materials and Supplies	$6,807	$22,298	$21,250	$28,922
Other Services and Charges	$5,151	$12,038	$7,775	$12,508
Capital Outlay	$0	$0	$0	$0
	$289,880	$305,269	$292,177	$338,534

Total 2022 Budget by Object



Parks and Recreation
Outdoor Pool
01-623

Core Business

- Provide a variety of programs and services for all ages and swimming abilities
- Provide a clean, safe, and fun environment for recreational swimming and quality programs
- Maintain aquatic facilities, schedule aquatic programs, and educate the public about water safety
- Offer programs for lifeguard and water safety instructor certification, CPR, first aid, AED, and community first aid

2021 Strategic Accomplishments

- Transferred from Red Cross Lifeguarding to Star Guard Elite
- Continued to educate the community on water safety for families
- Continued to offer pool operator and lifeguard training instructor courses for head lifeguards and part-time pool managers
- Continued to look at industry trends and investigate those that would be beneficial to the Wheat Ridge community
- Offered extended pool season through Labor Day (weekends only after school is back in session)
- Offered vending machines to the public

2022 Strategic Priorities

- Continue to offer safe programming to the community in the “new normal” of the pandemic
- Monitor and prioritize five-year replacement schedule for capital equipment repair and replacement
- Continue to educate the community on water safety for families
- Continue to offer a variety of programs to meet the needs of the community
- Offer extended pool season through Labor Day (weekends only after school is back in session)
- Explore alternative vending opportunities for the community

Outdoor Pool

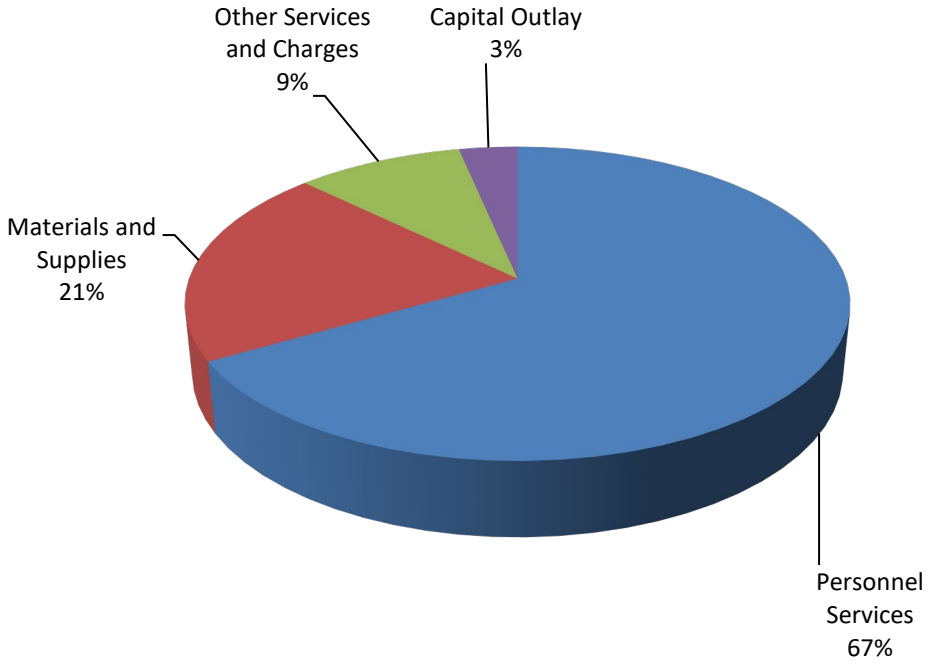
Staffing and Financial Summary

01-623

	2019 Authorized	2020 Authorized	2021 Authorized	2022 Authorized
Pool Manager	0.5	0.5	0.5	0.5
	0.5	0.5	0.5	0.5

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Personnel Services	$39,875	$233,112	$166,288	$200,686
Materials and Supplies	$5,477	$60,363	$48,000	$61,800
Other Services and Charges	$8,572	$28,881	$28,686	$28,530
Capital Outlay	$0	$0	$0	$10,000
	$53,924	$322,356	$242,974	$301,016

Total 2022 Budget by Object



Parks and Recreation
Active Adult Center
01-624

Core Business

- Enhance the quality of life for Wheat Ridge residents ages 50 and older by providing opportunities to pursue and maintain physical, emotional, and social health as well as opportunities to be involved in their community through recreation programs, social events, trips, and tours throughout the Denver Metro area
- Develop sponsorships to enhance programming and increase fundraising for the Wheat Ridge Community Foundation
- Create partnerships with other organizations that meet the needs of the Wheat Ridge community
- Manage the Active Adult Center volunteer program

2021 Strategic Accomplishments

- Managed facility operational changes due to COVID-19 including the new registration process, class changes, and facility/equipment safety protocol
- Implemented community partnership with Stevens Elementary School called "Stories with Stevens," providing volunteers with the ability to remain relevant through online class reading
- Revamped drop-in fitness classes to monthly registration for contact tracing and tracking revenue more efficiently
- Implemented new program passes for drop-in fitness and enrichment programs
- Utilized cost recovery goals to review and revise various program fees
- Continued providing online classes to more vulnerable and isolated seniors
- Created unique outdoor and drive-thru programming to connect seniors and provide revenue streams despite the facility remaining closed
- Collaborated with marketing to create an AAC sponsorship packet
- Re-certified team members in CPR/AED/First Aid to maintain a safe facility for patrons

2022 Strategic Priorities

- Expand Stories with Stevens volunteer program to in-person volunteer reading
- Create online volunteer orientation content and training manual
- Expand international travel destinations and trip frequency
- Monitor and assist with prioritization of the five-year replacement schedule for capital equipment repair and replacement

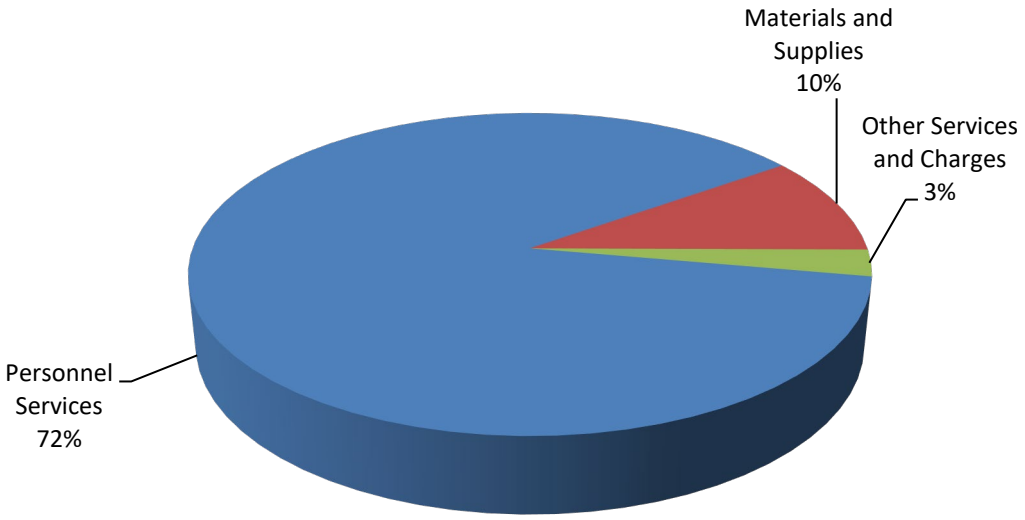
Active Adult Center

Staffing and Financial Summary
01-624

	2019 Authorized	2020 Authorized	2021 Authorized	2022 Authorized
Recreation Supervisor	1	1	1	1
Recreation Coordinator	1.625	1.625	1.625	2
Operations Support Technician II	2	2	2	2
	4.625	4.625	4.625	5

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Personnel Services	$339,884	$354,838	$347,551	$405,069
Materials and Supplies	$17,249	$28,826	$28,407	$45,793
Other Services and Charges	$41,391	$8,946	$8,208	$12,321
Capital Outlay	$0	$0	$0	$0
	$398,524	$392,610	$384,166	$463,183

Total 2022 Budget by Object



Parks and Recreation
Historic Buildings
01-625

Core Business

- Partner with the Wheat Ridge Historical Society to preserve and enhance cultural and historic opportunities through the maintenance of the Baugh House, Historic Park, and the Richards-Hart Estate
- Preserve cultural and historical assets of the City
- Maintain facility and grounds of the Richards-Hart Estate to provide a unique setting for weddings, receptions, and events

2021 Strategic Accomplishments

- Awarded History Colorado grant funds for planning and preservation work at the Pioneer Sod House and Richards-Hart Estate
- Assisted with promotion and marketing of Historical Park special events

2022 Strategic Priorities

- Effectively and appropriately address all corrective and preventative maintenance needs for the Historic Properties within the scope of work identified for 2022
- Seek grant funding for projects related to historic properties
- Support the Historical Society in their desire for an archivist to sort through and preserve important documents

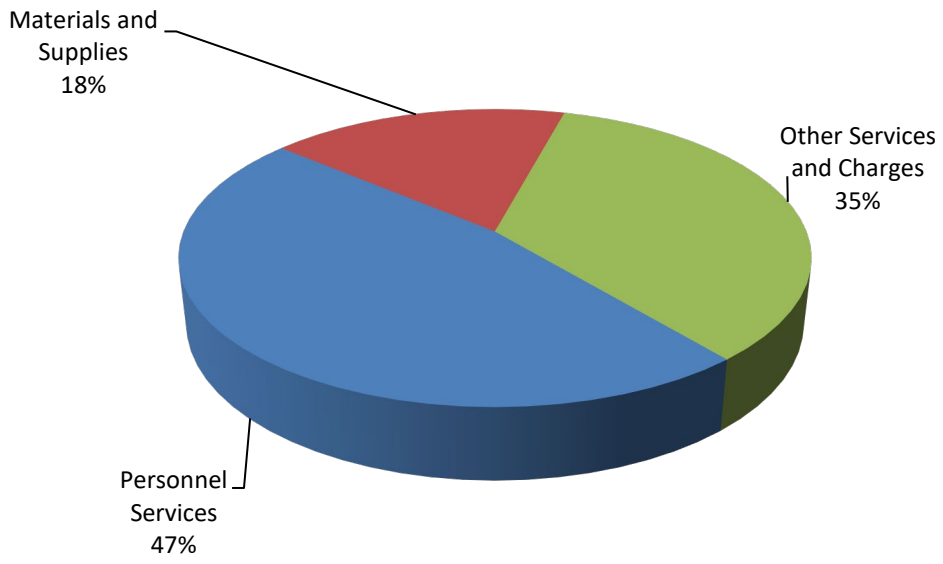
Historic Buildings

Staffing and Financial Summary
01-625

	2019 Authorized	2020 Authorized	2021 Authorized	2022 Authorized
No Staff Authorized	0	0	0	0
	0	0	0	0

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Personnel Services	$14,874	$17,946	$15,086	$19,347
Materials and Supplies	$8,885	$13,850	$9,300	$7,400
Other Services and Charges	$25,689	$20,041	$16,618	$14,194
Capital Outlay	$6,451	$11,800	$0	$0
	$55,899	$63,637	$41,004	$40,941

Total 2022 Budget by Object



Parks and Recreation
Recreation Center Facility Operations
01-626

Core Business

- Operate and manage a 70,000 square-foot recreation center
- Process activity registration, facility and park rentals, pass sales, point-of-sale items, and facility maintenance
- Provide information services for aquatics, general programs, fitness, therapeutic recreation, youth, and adult athletics
- Coordinate and schedule rental usage of Recreation Center ballrooms, park shelters, and pavilions

2021 Strategic Accomplishments

- Managed facility operational changes due to COVID-19, including the new registration process, class changes, and facility/equipment safety protocol
- Managed 'clear phase' transition as the facility opened to full capacity
- Strategized and partially implemented facility interior re-decorating
- Worked closely with new Manager of Facility Operations on transitioning facility maintenance under that position
- Memorial bench and tree added to the area north of the barn to memorialize the previous employee that had passed away
- Customer appreciation event in the summer with giveaways to patrons
- Participated in Department re-accreditation process

2022 Strategic Priorities

- Monitor and assist in prioritization of the five-year replacement schedule for capital equipment repair and replacement
- Continue to implement facility interior re-decorating project
- Work with IT to upgrade and improve our existing surveillance technology that was put on hold due to COVID
- Use Service Sustainability data to inform proposed facility usage fees for 2022

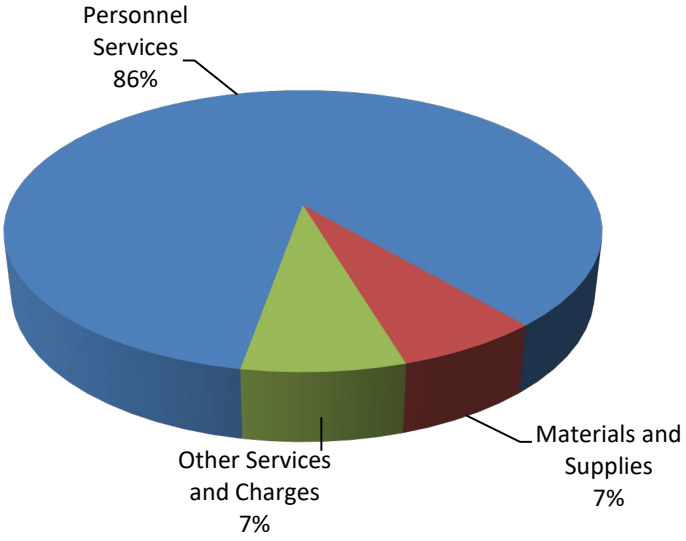
Facility Operations

Staffing and Financial Summary
01-626

	2019 Authorized	2020 Authorized	2021 Authorized	2022 Authorized
Facility Operations Supervisor	0	1	1	1
Facility Coordinator	0	1	1	1
Facility Assistant	0	1.5	1.5	1.5
Operations Support Technician III	0	1	1	1
Custodian	0	1	0	0
Facility Maintenance Supervisor	0	1	0	0
	0	6.5	4.5	4.5

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Personnel Services	$651,950	$525,517	$480,690	$538,860
Materials and Supplies	$34,955	$32,420	$27,600	$41,520
Other Services and Charges	$423,435	$43,529	$33,556	$46,602
Capital Outlay	$0	$0	$0	$0
	$1,110,340	$601,466	$541,846	$626,982

Total 2022 Budget by Object



Parks and Recreation
Recreation Center Aquatics
01-627

Core Business

- Provide a variety of programs and services for all ages and swimming abilities
- Provide a safe and fun environment for recreational swimming and quality programs
- Maintain aquatic facilities and schedule aquatic programming
- Provide education on safety and facility usage information to the public
- Maintain safety, guest relations, and Learn-to-Swim program
- Offer programs for certification in lifeguard training, water safety instructor, CPR and first aid, AED, and community first aid

2021 Strategic Accomplishments

- Resurfaced the leisure pool to ensure a safe and esthetically pleasing environment for our guests
- Provided a venue for competitive teams to practice and conduct swim meets
- Continued to educate the community on water safety for families
- Continued to offer safe programming to the community in the “new normal”
- Monitored and prioritized five-year replacement schedule for capital equipment repair and replacement
- Continued to educate the community on water safety for families
- Continued to offer a variety of programs to meet the needs of the community

2022 Strategic Priorities

- Continue to offer safe programming to the community in the “new normal”
- Monitor and prioritize five-year replacement schedule for capital equipment repair and replacement
- Continued to educate the community on water safety for families
- Continue to offer a variety of programs to meet the needs of the community

Aquatics

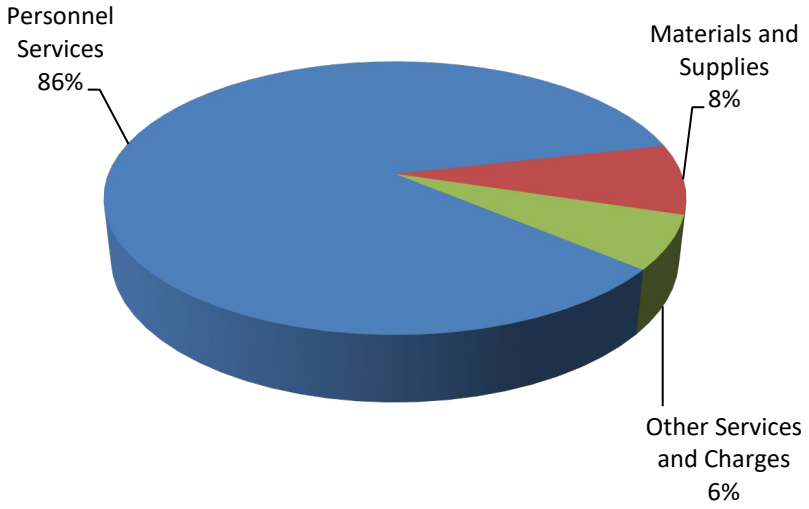
Staffing and Financial Summary

01-627

	2019 Authorized	2020 Authorized	2021 Authorized	2022 Authorized
Recreation Supervisor	0	1	1	1
Recreation Coordinator	0	1	1	1
Pool Manager	0	1.5	1.5	1.5
	0	3.5	3.5	3.5

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Personnel Services	$577,751	$713,249	$714,868	$780,774
Materials and Supplies	$44,997	$62,849	$62,457	$75,637
Other Services and Charges	$15,804	$39,880	$38,224	$58,086
Capital Outlay	$0	$0	$0	$0
	$638,552	$815,978	$815,549	$914,497

Total 2022 Budget by Object



Parks and Recreation
Recreation Center Fitness
01-628

Core Business

- Coordinate and supervise comprehensive fitness programs for all ages, including specialty fitness classes, massage, reiki, reflexology, personal training, aerobics, cycling, Silver Sneakers, and other fitness/wellness programming
- Supervise certified fitness staff, including personal trainers, head weight room attendants, weight room attendants, specialty fitness instructors, fitness Instructors, wellness therapists, and fitness coordinator
- Maintain operations of the fitness facility and equipment
- Offer the SilverSneakers and the Renew Active program for members of the Kaiser, Secure Horizon, Anthem, Aetna, AARP, Humana, United Health, and other health plans
- Offer CancerFit program for participants with a cancer diagnosis
- Provide fitness programming for evolving fitness trends
- Anderson Building Pilates Reformer programming

2021 Strategic Accomplishments

- Transitioned all Pilates Reformer classes to the fitness room at the Anderson Building to provide more space and more participants
- Offered a wide variety of classes and programs during COVID-19, adhering to strict pandemic guidelines and safety standards
- Replaced cardio equipment: recumbent bikes, upright bikes, arm cycle, stair mill, and Expresso bikes

2022 Strategic Priorities

- Continue to provide innovative programming, delivered through a variety of means, in response to the COVID-19 pandemic based on local guidelines
- Build upon the existing dance programming to include additional programs and instructors
- Increase personal training options such as group training, couples, and program design (not one-on-one)
- Work closely with marketing to help develop a marketing plan specific to fitness

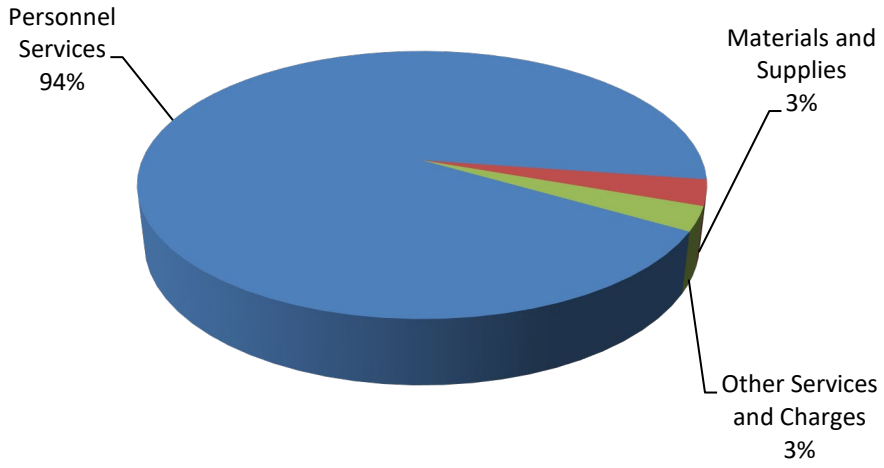
Fitness

Staffing and Financial Summary
01-628

	2019 Authorized	2020 Authorized	2021 Authorized	2022 Authorized
Recreation Coordinator	0	1	1	1
	0	1	1	1

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Personnel Services	$227,993	$317,411	$285,200	$339,119
Materials and Supplies	$1,579	$6,800	$5,450	$11,200
Other Services and Charges	$2,814	$9,901	$8,724	$10,626
Capital Outlay	$0	$0	$0	$0
	$232,386	$334,112	$299,374	$360,945

Total 2022 Budget by Object



Parks and Recreation
Facilities Maintenance
01-118

Core Business

- Provide maintenance services to all municipal buildings
- Purchase and maintain inventory of all operating supplies
- Schedule and supervise outside contractors
- Supervise contractual custodial services
- Coordinate maintenance and remodeling projects at various facilities

2021 Strategic Accomplishments

- Completed City Hall Remodel project
- Completed a Facility Condition Assessment, which will be maintained and updated regularly to identify facility-related priorities
- Completed cell tower negotiations with three cellular providers, resulting in the demolition of the old cell tower, the installation of a new cell tower, and updated lease agreements
- Utilized existing software to develop and implement a work order system
- Provided responsive internal customer service

2022 Strategic Priorities

- Continued improvement/communication related to the work order system
- Strengthen facilities management team with new leadership
- Provide project management expertise for 2022 City Hall Remodel projects in PD and Courts, as well as other minor projects City-wide

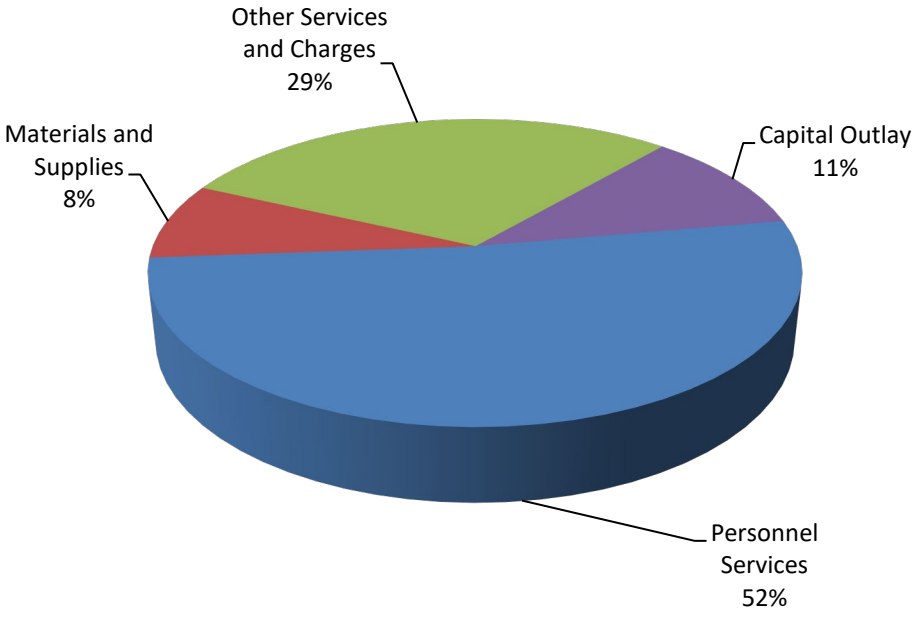
Facilities Maintenance

Staffing and Financial Summary
01-118

	2019 Authorized	2020 Authorized	2021 Authorized	2022 Authorized
Manager of Facility Operations	0	1	1	1
Facility Maintenance Supervisor	1	1	2	2
Facility Maintenance Technician	0	0	1	1
Custodian	0	0	1	1
	1	2	5	5

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Personnel Services	$141,958	$512,044	$485,875	$569,259
Materials and Supplies	$36,482	$43,325	$36,150	$89,235
Other Services and Charges	$200,014	$267,882	$211,573	$325,410
Capital Outlay	$17,069	$29,139	$12,339	$119,755
	$395,522	$852,390	$745,937	$1,103,659

Total 2022 Budget by Object



Public Art Fund

Special Fund 12

Core Business

In 2010, the City Council adopted Resolution 63 establishing, a committed public art fund as defined by GASB No. 54 for use in all areas of the City. Revenues are generated from:

- 1% of the total amount received by the City for plan reviews, building permit fees, development review fees, and use tax charged in connection with all private site development having an anticipated construction cost of $100,000 or greater
- 1% of the budget of City and State capital construction projects of $50,000 or more, which projects are located within any urban renewal area within the City

Public Art Fund

Special Funds

Fund 12	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Beginning Fund Balance	**$242,760**	**$266,115**	**$277,316**	**$360,386**
Revenues				
Building Use Tax	$24,089	$9,000	$60,000	$50,000
Building Permits	$7,216	$2,000	$15,000	$14,000
Plan Review Fees	$2,914	$1,300	$7,500	$7,000
Development Review Fees	$221	$100	$500	$150
Interest	$116	$100	$70	$100
One Percent Public Projects	$0	$450,000	$192,482	$427,283
Total Revenues	**$34,556**	**$462,500**	**$275,552**	**$498,533**
Total Available Funds	**$277,316**	**$728,615**	**$552,868**	**$858,919**
Expenditures				
Public Art Acquisition	$0	$618,000	$192,482	$0
Total Expenditures	**$0**	**$618,000**	**$192,482**	**$0**
Ending Fund Balance	**$277,316**	**$110,615**	**$360,386**	**$858,919**

Police Investigation Fund
Special Fund 17

Core Business

- Beginning in 1990, all proceeds from seizures and forfeitures of property pursuant to C.R.S. 16-13-302 (Public Nuisance Policy) and 16-13-501 (Colorado Contraband Forfeiture Act) are a requirement to be placed in a separate fund as defined by GASB No. 54 and used by the Police Department solely for purposes other than normal operating expenses.

Police Investigation Fund

Special Funds
Fund 17

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Beginning Fund Balance	**$37,009**	**$22,019**	**$37,016**	**$37,020**
Revenues				
Interest	$7	$10	$4	$10
Miscellaneous Revenue	$0	$0	$0	$0
Total Revenues	**$7**	**$10**	**$4**	**$10**
Total Available Funds	**$37,016**	**$22,029**	**$37,020**	**$37,030**
Expenditures				
Operating Supplies	$0	$0	$0	$0
Other Major Equipment	$0	$10,000	$0	$9,000
Contract Services	$0	$5,000	$0	$0
Total Expenditures	**$0**	**$15,000**	**$0**	**$9,000**
Ending Fund Balance	**$37,016**	**$7,029**	**$37,020**	**$28,030**

Open Space Fund

Special Fund 32

Core Business

- Established in 1972, the Open Space Fund is a restricted fund according to GASB No. 54. and is funded by the half-cent sales tax per capita allotment through Jefferson County Open Space for the purpose of acquiring, developing, and maintaining open space and park properties within the City of Wheat Ridge
- The fund receives approximately $1.5 million in attributable share revenue from Jefferson County Open Space per year
- The fund receives park fee dedication revenue from new developments in Wheat Ridge

2021 Strategic Accomplishments

- Completed the procurement process, secured a general contractor, and began construction of Prospect Park Phase II
- Completed design and community engagement associated with "The Green at 38th"
- Completed Open Space Management Plan
- Funded 9 full-time benefitted salaries for open space and park maintenance positions

2022 Strategic Priorities

- Complete Prospect Park Phase II
- Complete "The Green at 38th"
- Secure grant funding for Clear Creek Trail improvements
- Secure grant funding for Panorama Tennis Resurfacing project
- Fund 9 full-time benefitted salaries for open space and park maintenance positions

Clear Creek Trail

Open Space Fund

Special Funds

Fund 32

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Beginning Fund Balance	**$2,363,094**	**$2,618,045**	**$3,639,108**	**$2,914,579**
Revenues				
State Grants	$0	$622,970	$110,000	$862,900
Open Space Tax	$1,442,148	$1,200,000	$1,500,000	$1,550,000
Developer Fees	$349,621	$838,069	$690,075	$298,856
County Grants	$0	$250,000	$0	$200,000
Interest Earning	$5,837	$250	$215	$250
Land Sales	$0	$0	$0	$100,000
Miscellaneous Fees	$10,000	$35,175	$35,175	$800,000
Transfer from General Fund	$0	$0	$0	$0
Total Revenues	**$1,807,606**	**$2,946,464**	**$2,335,465**	**$3,812,006**
Total Available Funds	**$4,170,700**	**$5,564,509**	**$5,974,572**	**$6,726,585**
Expenditures				
Acquisitions	$0	$0	$0	$0
Development Projects	$122,308	$2,804,500	$2,485,675	$3,887,630
Maintenance Projects	$1,542	$709,508	$149,345	$955,000
Salaries and Benefits	$407,742	$490,121	$424,974	$532,449
Transfers to General Fund	$0	$0	$0	$0
Total Expenditures	**$531,592**	**$4,004,129**	**$3,059,994**	**$5,375,079**
Ending Fund Balance	**$3,639,108**	**$1,560,380**	**$2,914,579**	**$1,351,506**
Restricted Fund Balance	**$1,081,825**	**$1,004,887**	**$1,749,305**	**$1,043,161**
Unrestricted Fund Balance	**$2,557,283**	**$555,493**	**$1,165,274**	**$308,345**

Municipal Court Fund
Special Fund 33

Core Business

- The Municipal Court Fund was established in 1993 as a committed fund, according to GASB No. 54, in order to provide a means to track court fees and to enable the Court to expend these amounts
- The fund receives revenue from a portion of each court fee, victim services fee, and default judgment fee
- The fund provides the Court and the probation program with money for expenditures for equipment, maintenance, office furniture, victim services, and other court and probation expenses

2021 Strategic Accomplishments

- Provided financial assistance for substance abuse and mental health evaluations
- Provided financial assistance to indigent defendants in support of behavior modification and counseling
- Supported victims of crime by collecting and distributing direct services fund
- Enhanced courtroom security

2022 Strategic Priorities

- Consider the needs of the distressed population through programs and services
- Provide financial assistance to indigent defendants for substance abuse, mental health evaluations, counseling, and support behavior modification
- Support victims of crime by collecting and distributing direct services funds
- Improve efficiency and ergonomics of workstations

Municipal Court Fund

Special Funds

Fund 33

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Beginning Fund Balance	**$94,623**	**$79,210**	**$94,334**	**$83,116**
Revenues				
$1 Court Fees	$497	$1,000	$750	$1,000
$4 Court Fees	$1,988	$4,000	$2,000	$3,000
Direct Victim Services	$2,485	$5,000	$3,000	$3,000
Warrants/Judgements	$1,455	$2,000	$2,000	$2,250
Transcript Fees	$150	$500	$500	$1,000
Miscellaneous Income	$0	$0	$0	$0
Interest	$64	$50	$32	$50
Total Revenues	**$6,639**	**$12,550**	**$8,282**	**$10,300**
Total Available Funds	**$101,262**	**$91,760**	**$102,616**	**$93,416**
Expenditures				
Transcript Fees	$150	$1,500	$500	$1,000
Equipment Maintenance	$0	$2,000	$2,000	$2,000
Court $4 Expenses	$3,000	$15,500	$10,500	$20,000
Warrants/Judgements	$1,158	$2,000	$2,000	$2,250
Direct Victim Services	$2,475	$5,000	$3,000	$4,000
Probation $1 Expenses	$145	$3,000	$1,500	$3,000
Total Expenditures	**$6,928**	**$29,000**	**$19,500**	**$32,250**
Ending Fund Balance	**$94,334**	**$62,760**	**$83,116**	**$61,166**

Conservation Trust Fund

Special Fund 54

Core Business

- Established in 1974, the Conservation Trust Fund is a restricted fund according to GASB No. 54. Per the Colorado Constitution, the Conservation Trust Fund receives 40% of the net proceeds of the Colorado Lottery
- Conservation Trust funds are distributed on a quarterly, per capita basis to municipalities, counties, and other eligible entities for parks, recreation, and open space purposes
- Conservation Trust funds are used for new projects as well as maintenance projects

2021 Strategic Accomplishments

- Completed Recreation Center, Anderson Building & Active Adult Center maintenance projects
- Completed demolition & began construction of Prospect Park pavilion
- Completed various ADA projects
- Completed crack repairs at tennis and basketball courts

2022 Strategic Priorities

- Replace Apel-Bacher playground, facilitate community engagement
- Make improvements to the median at 50th Ave and Kipling
- Complete Recreation Center, Anderson Building & Active Adult Center maintenance projects

Conservation Trust Fund

Special Funds

Fund 54

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Beginning Fund Balance	**$628,642**	**$788,255**	**$788,255**	**$380,771**
Revenues				
Colorado Lottery	$323,951	$320,000	$350,000	$350,000
Interest	$6,904	$3,585	$1,125	$1,111
Transfers from General Fund	$0	$0	$0	$0
Total Revenues	**$330,855**	**$323,585**	**$351,125**	**$351,111**
Total Available Funds	**$959,497**	**$1,111,840**	**$1,139,380**	**$731,882**
Expenditures				
Development Projects	$8,530	$491,470	$491,470	$25,000
Maintenance Projects	$162,712	$403,270	$267,139	$342,500
General Fund Transfers	$0	$0	$0	$0
Total Expenditures	**$171,242**	**$894,740**	**$758,609**	**$367,500**
Ending fund Balance	**$788,255**	**$217,100**	**$380,771**	**$364,382**

Equipment Replacement Fund

Special Fund 57

Core Business

The Equipment Replacement Fund was created in 2008 as an assigned fund, according to GASB No. 54., to set aside funds on an annual basis for the acquisition of high-dollar equipment. The amount set aside is based on the life of the asset plus the estimated replacement cost.

2021 Strategic Accomplishments

- Improved audio and visual capabilities in several interview rooms
- Purchased radio batteries and charges to extend the serviceable life of current equipment

2022 Strategic Priorities

- Save for full radio system replacement
- Save for future Enterprise Resource Planning (ERP) system acquisition

Equipment Replacement Fund

Special Funds

Fund 57	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Beginning Fund Balance	**$137,596**	**$173,716**	**$87,206**	**$77,396**
Revenues				
Transfer from General Fund	$100,000	$0	$0	$500,000
Interest	$177	$100	$89	$100
Total Revenues	**$100,177**	**$100**	**$89**	**$500,100**
Total Available Funds	**$237,773**	**$173,816**	**$87,295**	**$577,496**
Expenditures				
Police Radios	$9,491	$6,500	$6,500	$0
Other Major Equipment	$96,579	$3,399	$3,399	$0
Professional Services	$44,497	$0	$0	$0
Total Expenditures	**$150,567**	**$9,899**	**$9,899**	**$0**
Ending Fund Balance	**$87,206**	**$163,917**	**$77,396**	**$577,496**

Police Department
Crime Prevention/Code Enforcement Fund
Special Fund 63

Core Business

- Administer and fund crime prevention programs, community awareness events, and educational classes taught by the Police Department and the Community Services Team
- Develop programs to deter and prevent crime and enhance the quality of life for residents and businesses in the community
- Administer funds designated through the hotel/motel tax to programs relating to the Crime Free Program
- Help hotels and motels comply with the Crime Free Program and reduce the number of calls for police service

2021 Strategic Accomplishments

- Community outreach and engagement was limited due to the COVID-19 pandemic; however, the Community Services Team worked with local businesses to prevent crime through education
- Met with Neighborhood Watch groups to provide crime and quality of life updates.
- Built relationships with management and ownership of local hotel/motels to address repeated criminal activity and how the police department can assist in crime reduction
- Promoted current ID Theft Prevention/Scams using Zoom presentations within the elderly communities to combat the rise in ID Thefts during COVID-19
- Created JotForm to track contacts with residents and track results from directed enforcement efforts

2022 Strategic Priorities

- Partner with the homeless navigator, Crash and Traffic Team, and Community Services Team to reduce crime through proactive policing strategies
- Increase face-to-face relationships with citizens and promote police department programs such as Coffee with a Cop and the Dog Walker Watch program post-COVID-19 pandemic
- Lead crime prevention strategies that target high crime areas and promote innovative crime reduction techniques to build stronger relationships with the community
- Realign Crime Prevention Officers assigned areas to promote Relationship Based Policing strategies and contact with residents and local businesses

Crime Prevention/Code Enforcement Fund

Special Funds

Fund 63

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Beginning Fund Balance	**$492,294**	**$277,452**	**$292,220**	**$157,827**
Revenues				
Lodger's Tax	$254,341	$300,000	$384,000	$450,000
No Proof of Insurance	$11,363	$20,000	$15,000	$20,000
Interest	$100	$100	$50	$100
Miscellaneous Revenue	$300	$0	$0	$0
Total Revenues	**$265,804**	**$320,100**	**$399,050**	**$470,100**
Total Available Funds	**$758,098**	**$597,552**	**$691,270**	**$627,927**
Expenditures				
Personnel Services	$463,000	$556,266	$519,445	$585,207
Materials & Supplies	$1,542	$4,900	$4,900	$19,300
Other Services & Charges	$1,636	$17,448	$9,098	$16,798
Total Expenditures	**$466,178**	**$578,614**	**$533,443**	**$621,305**
Ending Fund Balance	**$291,920**	**$18,938**	**$157,827**	**$6,622**

Capital Improvement Program (CIP)

The Capital Improvement Program (CIP) is a multi-year program aimed at upgrading, maintaining, and expanding City facilities, buildings, grounds, streets, and other public infrastructure. The intent of the CIP is to serve as a guide in the multi-year programming and funding of projects to meet the increasing demand for capital improvements throughout the City and to maintain existing facilities.

There is an extensive list of capital projects that are evaluated each year based upon community need, funding needs, potential funding sources, and the priority with respect to all other needs within the City.

A multi-year program has been established with a 10-year CIP, which assigns a preliminary schedule and provides a description and future cost of these projects.

2022
Budget Priorities

- Continue reconstruction and improvements of Wadsworth Boulevard
- Update the master plans for Clear Creek and Lena Gulch
- Complete designated bridge, striping, and preventative maintenance projects
- Implement the Neighborhood Traffic Management Program

Clear Creek

Street Maintenance

Capital Improvement Program (CIP)

Special Funds

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Beginning Fund Balance	**$50,320**	**$3,261,535**	**$4,063,311**	**$3,314,369**
Revenues				
Lodger's Tax	$169,561	$200,000	$256,000	$300,000
Grant - Kipling Trail	$0	$0	$0	$0
Grant- Wadsworth (FED)	$4,962,175	$9,608,000	$11,828,114	$9,087,498
Grant - Wadsworth (CDOT & Other)	$0	$2,398,000	$466,141	$2,460,000
Grant - DRCOG TIP - Wadsworth	$0	$0	$0	$2,028,275
Public Improvement Fee	$23,414	$0	$0	$0
Interest	$8,375	$125	$103	$125
Miscelleneous Revenue	($5,982)	$0	$390,146	$0
Transfer from General Fund	$3,600,000	$1,300,000	$1,300,000	$6,995,445
Total Revenues	**$8,757,543**	**$13,506,125**	**$14,240,504**	**$20,871,343**
Total Available Funds	**$8,807,863**	**$16,767,660**	**$18,303,815**	**$24,185,712**
Expenditures				
Drainage	$0	$126,662	$84,662	$255,000
Streets	$4,336,751	$14,411,276	$14,549,741	$19,483,716
Traffic	$0	$0	$24,000	$200,000
Facilities	$0	$0	$0	$0
Parks & Recreation Projects	$15,000	$16,000	$16,000	$1,491,400
Economic Development	$0	$25,000	$0	$85,000
Municipal Projects	$392,152	$315,043	$315,043	$248,189
Utility Undergrounding	$0	$0	$0	$0
Transfers to General Fund	$0	$0	$0	$0
Total Expenditures	**$4,743,903**	**$14,893,981**	**$14,989,446**	**$21,763,305**
Ending Fund Balance	**$4,063,960**	**$1,873,679**	**$3,314,369**	**$2,422,407**

MISCELLANEOUS DRAINAGE IMPROVEMENT PROJECTS
STORM SEWER REPAIR

PROJECT DESCRIPTION

The City's storm water drainage network lacks sufficient facilities, with a primary focus on storm sewers. Much of the existing system is also aging and falling into disrepair. This budget allocates funding each year to address identified needs related to storm water. In 2022, the City will be lining several segments of aging metal storm sewer to prevent collapse.

BENEFITS

Proactively lining the metal pipe that is in poor condition will extend the useful life of the pipe for many years and prevent an unexpected, potentially hazardous collapse and the costly emergency repairs.

VISION GOAL

1. – Wheat Ridge is an attractive and inviting city

PLAN ESTIMATES

EXPENDITURES	2022	2023	2024
Drainage	$200,000	$200,000	$200,000
Streets			
Traffic			
Facilities			
Parks & Recreation Projects			
Economic Development			
Municipal Capital Projects			
Utility Undergrounding			
TOTAL	**$200,000**	**$200,000**	**$200,000**

Bottom of Metal Pipe at 44th and Miller

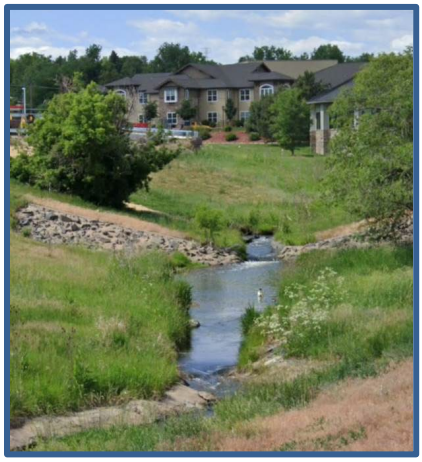
Capital Improvement Program
Project Profile

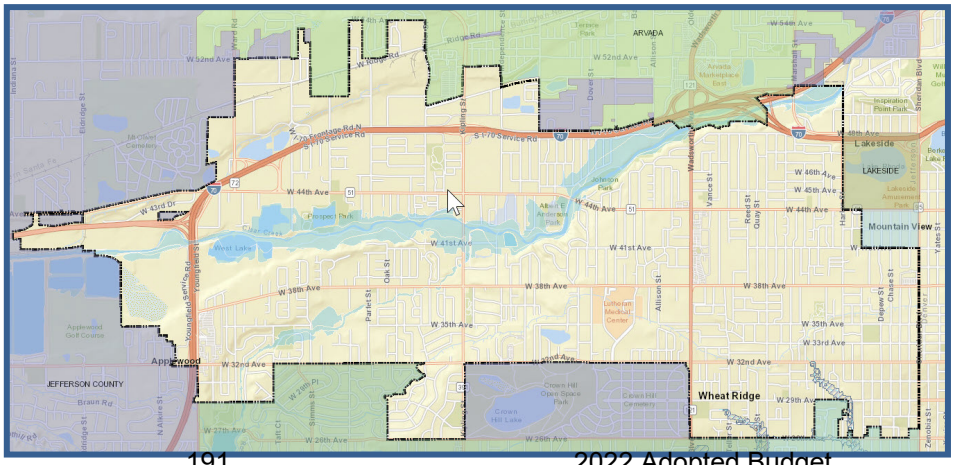
LENA GULCH MASTER PLAN

PROJECT DESCRIPTION	The current master plan was adopted in 2008 and does not reflect the new flows from a hydrology study that was finished in 2021. The floodplain maps for Lena Gulch will be revised based on that study and should be finalized in mid-2022. Once that is completed, the master plan will be updated to reflect the revised maps. The master plan update will identify future flood mitigation projects to reduce flood risks to properties along Lena Gulch. The City is working jointly with the cities of Golden and Lakewood, Jefferson County, and the Mile High Flood District on this critical endeavor.
BENEFITS	The Lena Gulch Master Plan update will provide flood risk reduction opportunities, including both the removal of some properties from the regulatory floodplain and reduced flood insurance premiums for others. Reduced flood risk may encourage investment in properties.
VISION GOAL	3. – Wheat Ridge has great neighborhoods

PLAN ESTIMATES

EXPENDITURES	2022	2023	2024
Drainage	$30,000	$0	$0
Streets			
Traffic			
Facilities			
Parks & Recreation Projects			
Economic Development			
Municipal Capital Projects			
Utility Undergrounding			
TOTAL	**$30,000**	**$0**	**$0**





Lena Gulch

CLEAR CREEK MASTER PLAN

PROJECT DESCRIPTION

The current master plan was adopted in 2008 and does not reflect the lower regulatory flows that were approved by FEMA in 2016. The floodplain maps for Clear Creek were finalized in 2021. The master plan can now be updated to reflect the revised maps. The master plan update will identify future flood mitigation projects to reduce flood risks to properties along Clear Creek. The City is working jointly with the cities of Golden and Denver, Adams County, and the Mile High Flood District on this critical endeavor.

BENEFITS

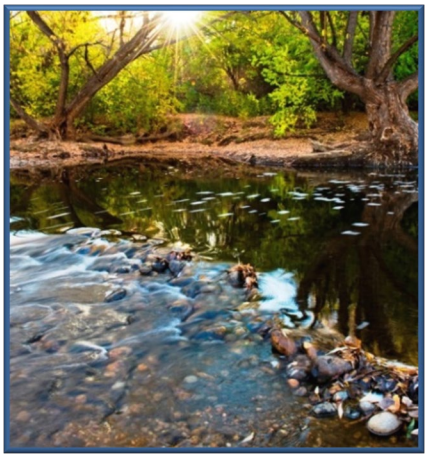
The Clear Creek Master Plan update will provide flood risk reduction opportunities, including both the removal of some properties from the regulatory floodplain and reduced flood insurance premiums for others. Reduced flood risk may encourage investment in properties.

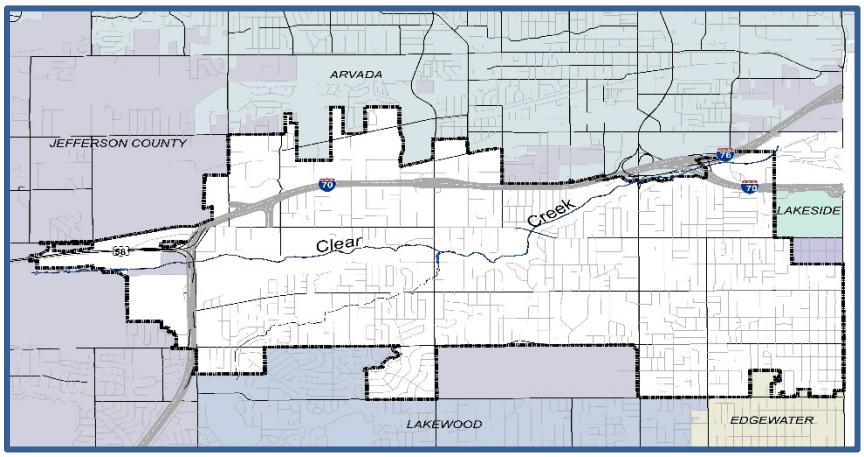
VISION GOAL

3. – Wheat Ridge has great neighborhoods

PLAN ESTIMATES

EXPENDITURES	2022	2023	2024
Drainage	$25,000	$0	$0
Streets			
Traffic			
Facilities			
Parks & Recreation Projects			
Economic Development			
Municipal Capital Projects			
Utility Undergrounding			
TOTAL	**$25,000**	**$0**	**$0**





PUBLIC IMPROVEMENT PROJECTS – DEVELOPMENT RELATED

PROJECT DESCRIPTION

The goals of these public improvement projects are to provide for additional public infrastructure investment in coordination with development/redevelopment projects, thus leveraging funding to provide additional public benefit beyond the development itself. The 2022 project includes City contributions to complete a sidewalk gap along the west side of Marshall Street from the Clear Creek Trail south to the existing sidewalk. This project was originally programmed in 2020 but was delayed due to COVID.

BENEFITS

These projects provide overall public benefit in partnership with private redevelopment. They will provide opportunities to strategically coordinate with private partners in order to complete public improvements.

VISION GOAL

5. – Wheat Ridge has diverse transportation

PLAN ESTIMATES

EXPENDITURES	2022	2023	2024
Drainage			
Streets	$80,000	$100,000	$100,000
Traffic			
Facilities			
Parks & Recreation Projects			
Economic Development			
Municipal Capital Projects			
Utility Undergrounding			
TOTAL	**$80,000**	**$100,000**	**$100,000**

Marshall Street Sidewalk Gap

BICYCLE AND PEDESTRIAN IMPROVEMENTS

PROJECT DESCRIPTION

This program includes a variety of projects that may include re-striping of roadways with bike lanes, construction of missing sidewalk links, and other potential bicycle and pedestrian facilities. For 2022, the project will add bicycle lanes to Harlan Street between 32nd and 38th Avenues. This project will be done in coordination with resurfacing this portion of Harlan Street.

BENEFITS

Provides alternative transportation and recreation options for residents, including improved and safer access to schools, parks, businesses, and other destinations. In many cases, it also reduces roadway speeds and enhances livability in neighborhoods, as well as improving linkages within Wheat Ridge and neighboring communities.

VISION	5. – Wheat Ridge has diverse transportation
GOAL	2. – Implement top three priorities of bike/pedestrian plan

PLAN ESTIMATES

EXPENDITURES	2022	2023	2024
Drainage			
Streets	$40,000	$500,000	$150,000
Traffic			
Facilities			
Economic Development			
Municipal Capital Projects			
Utility Undergrounding			
TOTAL	**$40,000**	**$500,000**	**$150,000**

ADA IMPROVEMENTS

PROJECT DESCRIPTION

The programmed improvements are associated with the completion of an Americans with Disabilities Act (ADA) Transition Plan, which is in accordance with Federal and State requirements. This is an ongoing program with locations for improvements selected based on community need and priority, such as proximity to schools and resident requests.

BENEFITS

The City's ADA Transition Plan identifies upgrades needed to increase mobility and meet federal ADA requirements. These improvements include curb ramps and other types of mobility access improvements. It provides means for a long-term plan to leverage resources with other City projects, such as pavement management.

VISION GOAL

5. – Wheat Ridge has diverse transportation

PLAN ESTIMATES

EXPENDITURES	2022	2023	2024
Drainage			
Streets	$50,000	$50,000	$50,000
Traffic			
Facilities			
Parks & Recreation Projects			
Economic Development			
Municipal Capital Projects			
Utility Undergrounding			
TOTAL	**$50,000**	**$50,000**	**$50,000**

ADA Ramp

STREET LIGHTS – INSTALLATION OF NEW LIGHTS

PROJECT DESCRIPTION

The City of Wheat Ridge has a process that enables residents to request additional street lights to improve their quality of life. Requests must meet the City's policies regarding spacing and location in order to be considered. If a request meets the policy, additional lights can be installed through a petition process and approval by the City Council, with the installation by Xcel Energy. For 2022, additional lighting is being added at the subdivision at Ridge Road and Quail Street. This project was originally planned in 2020 but was delayed due to COVID.

BENEFITS

The installation of additional lighting in Wheat Ridge provides added traffic and neighborhood safety in addition to increased aesthetic value.

VISION GOAL

1. – Wheat Ridge is an attractive and inviting city

PLAN ESTIMATES

EXPENDITURES	2022	2023	2024
Drainage			
Streets	$25,000	$10,000	$10,000
Traffic			
Facilities			
Parks & Recreation Projects			
Economic Development			
Municipal Capital Projects			
Utility Undergrounding			
TOTAL	**$25,000**	**$10,000**	**$10,000**

Typical Street Light

WADSWORTH BOULEVARD IMPROVEMENTS

PROJECT DESCRIPTION

Phase 1 of this project modernizes and improves Wadsworth Boulevard between 41st Avenue and I-70 and includes an efficient and safe intersection design at 44th Avenue, a new traffic signal at 38th, safer entrances and exits for vehicles accessing businesses, and a continuous sidewalk on the west and a bike/pedestrian path on the east side of Wadsworth from 35th Avenue to the Clear Creek Trail. Construction started in Fall 2021 and is expected to continue through 2023.

BENEFITS

The reconstruction of Wadsworth Boulevard will address future needs for capacity and safety, drainage and utilities, pedestrian and bicycle mobility, and overall public safety. The improvements will reduce congestion and better manage access which will provide opportunities for future redevelopment and economic growth in the corridor.

VISION 5. – Wheat Ridge has diverse transportation

GOAL 3. – Increase connectivity to surrounding communities and local gathering centers

PLAN ESTIMATES

EXPENDITURES	2022	2023	2024
Drainage			
Streets	$15,638,716	$15,501,746	
Traffic			
Facilities			
Parks & Recreation Projects			
Economic Development			
Municipal Capital Projects			
Utility Undergrounding			
TOTAL	**$15,638,716**	**$15,501,746**	

Between 35th Ave and I-70

Wadsworth Rendering

BRIDGE MAINTENANCE PROJECTS

PROJECT DESCRIPTION

Bridges maintained by the City are inspected every two years, which includes a condition assessment that identifies specific maintenance recommendations for each bridge. These maintenance needs are prioritized based on condition and overall critical needs. Due to COVID budget constraints, the bridge maintenance projects have been deferred until 2022. For 2022, the 44th Avenue bridge over Clear Creek will have the joints repaired, Pier Cap repairs, and the approach slabs reconstructed. In 2024 the pedestrian facilities for three bridges will be upgraded to meet current safety and ADA requirements. In 2025, the bridge rail will be replaced on the 44th Avenue Bridge.

BENEFITS

Maintenance of the City's bridge and transportation infrastructure extends the life of the facilities, reduces costly replacement work in the future, and enhances overall public safety.

VISION GOAL

5. – Wheat Ridge has diverse transportation

PLAN ESTIMATES

EXPENDITURES	2022	2023	2024
Drainage			
Streets	$500,000	$0	$400,000
Traffic			
Facilities			
Parks & Recreation Projects			
Economic Development			
Municipal Capital Projects			
Utility Undergrounding			
TOTAL	**$500,000**	**$0**	**$400,000**

Bridge Joint Repair Example

Bridge Repair Example

STRIPING MAINTENANCE

PROJECT DESCRIPTION

Maintenance and upkeep of the City's pavement markings are essential to overall traffic safety. These include centerline and lane markings, crosswalks, intersections, and bicycle lanes. With the City's commitment to improving multi-modal transportation options, continued upkeep of pavement markings is important, especially with the implementation of bicycle lanes. Project priority is given to maintaining striping on roadways with high traffic volumes and/or bike lanes.

BENEFITS

Striping maintenance maintains and enhances overall safety by clearly defining the operating space for vehicles, bicycles, and pedestrians.

VISION GOAL

5. – Wheat Ridge has diverse transportation

PLAN ESTIMATES

EXPENDITURES	2022	2023	2024
Drainage			
Streets	$150,000	$100,000	$100,000
Traffic			
Facilities			
Parks & Recreation Projects			
Economic Development			
Municipal Capital Projects			
Utility Undergrounding			
TOTAL	**$150,000**	**$100,000**	**$100,000**

32nd Avenue – Bike Lane Striping

32nd Avenue – Crosswalk Striping

PREVENTATIVE MAINTENANCE PROJECTS

PROJECT DESCRIPTION

Each year, the City performs a variety of preventive maintenance projects to maintain the City's roadway infrastructure of over 100 miles of streets. The City utilizes a pavement management system that provides a systematic ranking of street conditions and rehabilitation strategies that include crack sealing, slurry sealing, and mill and overlay projects. The intent is to provide the best maintenance practices at the appropriate time to effectively maintain and prolong the life of the City's critical street infrastructure investment. In 2022, the proposed programs for major streets are 29th Avenue – Sheridan to Fenton Street and Youngfield Street-32nd Avenue to 44th Avenue. The proposed programs for residential streets are 43rd Drive-44th Avenue to end of a cul-de-sac and Harlan Street-32nd Avenue to 44th Avenue.

BENEFITS

The preventive maintenance projects provide for the most effective and economical maintenance of the City's streets for the long term. These projects also leverage bicycle and pedestrian, utility, and drainage improvements when feasible.

VISION GOAL

1. – Wheat Ridge is an attractive and inviting city

PLAN ESTIMATES

EXPENDITURES	2022	2023	2024
Drainage			
Streets	$3,000,000	$2,000,000	$3,000,000
Traffic			
Facilities			
Parks & Recreation Projects			
Economic Development			
Municipal Capital Projects			
Utility Undergrounding			
TOTAL	**$3,000,000**	**$2,000,000**	**$3,000,000**

Asphalt Paving

Crack Sealing

NEIGHBORHOOD TRAFFIC MANAGEMENT

PROJECT DESCRIPTION

The Neighborhood Traffic Management Program (NTMP) is a process that allows residents to request traffic calming measures on residential streets. This ongoing program may result in physical improvements, such as speed humps, or may involve further enforcement and education. The goal is to calm traffic on residential streets and enhance livability and safety.

BENEFITS

Implementation of the NTMP on a neighborhood street helps to reduce traffic speeds, heighten awareness of speeding issues, and improve neighbor relations.

VISION	3. – Wheat Ridge has great neighborhoods
GOAL	2. – Facilitate neighbor-to-neighbor relations

PLAN ESTIMATES

EXPENDITURES	2022	2023	2024
Drainage			
Streets			
Traffic	$100,000	$100,000	$100,000
Facilities			
Parks & Recreation Projects			
Economic Development			
Municipal Capital Projects			
Utility Undergrounding			
TOTAL	**$100,000**	**$100,000**	**$100,000**

Neighborhood traffic calming devices

TRAFFIC SIGNAL IMPROVEMENTS

PROJECT DESCRIPTION

The City's traffic signals are critical to overall traffic operations and safety. Aging signal systems require ongoing upgrades in order to meet changing traffic demands. For 2022, the City will conduct an evaluation of the traffic signal infrastructure to determine needs and plan future upgrades to modernize the entire system.

BENEFITS

Modernized traffic signals maintain traffic flow, reduce congestion, and increase safety.

VISION GOAL

5. – Wheat Ridge has diverse transportation

PLAN ESTIMATES

EXPENDITURES	2022	2023	2024
Drainage			
Streets			
Traffic	$100,000	$0	$0
Facilities			
Parks & Recreation Projects			
Economic Development			
Municipal Capital Projects			
Utility Undergrounding			
TOTAL	**$100,000**	**$0**	**$0**

44th & Vance Traffic Signal

38th & Yukon Traffic Signal

WRRC RUBBER ROOF REPLACEMENT

PROJECT DESCRIPTION

The 2022 project plans to address multiple leaks in the roof with a full replacement of the rubber roof on the Wheat Ridge Recreation Center as it approaches 22 years of age. Funds in 2023 and 2024 will be used to replace aging heat recovery units in the facility.

BENEFITS

By appropriately scheduling the replacement of the rubber roof at the Wheat Ridge Recreation Center, continued damage to the inside of the facility's wood floors, ceiling tiles, and electrical systems will be averted.

VISION

2. Wheat Ridge is a Community for Families
8. Wheat Ridge Residents enjoy an active, Healthy Lifestyle

PLAN ESTIMATES

EXPENDITURES	2022	2023	2024
Drainage			
Streets			
Traffic			
Facilities			
Parks & Recreation	$150,000	$750,000	$250,000
Economic Development			
Municipal Capital Projects			
Utility Undergrounding			
TOTAL	**$150,000**	**$750,000**	**$250,000**

WRRC Roof

MUNICIPAL PARKING LOTS

PROJECT DESCRIPTION

The 2022 project plans to address subsurface issues with a full replacement of the parking lot at the Wheat Ridge Recreation Center (WRRC), approaching 22 years of age. This includes a 10% contingency. The service driveway area will not receive full reconstruction and will just include a 2” mill and overlay.

BENEFITS

A full replacement will ensure a safe environment for WRRC guests and participants by reducing the likelihood of trips and falls. Full replacement will alleviate the annual need for temporary repairs and provide a safer walking surface for facility users.

VISION

1. Wheat Ridge is an attractive and inviting City
8. Wheat Ridge has diverse transportation

PLAN ESTIMATES

EXPENDITURES	2022	2023	2024
Drainage			
Streets			
Traffic			
Facilities			
Parks & Recreation	$1,166,400	$0	$0
Economic Development			
Municipal Capital Projects			
Utility Undergrounding			
TOTAL	**$1,166,400**		

WRRC Parking Lot Improvements

Parks and Forestry Office Improvements

PROJECT DESCRIPTION

Phase 1 of the Parks, Forestry and Open Space (PFOS) Office remodel will add 7 windows to the building. Windows do not currently exist on the building, so each new window will require extensive masonry and structural work. The estimate for each window install is $25,000. The PFOS office was originally constructed to be a nightclub and doesn't have windows or a floor plan that works well as an office. The closed-in environment with choppy workspaces and artificial lighting is not conducive to a productive work environment.

BENEFITS

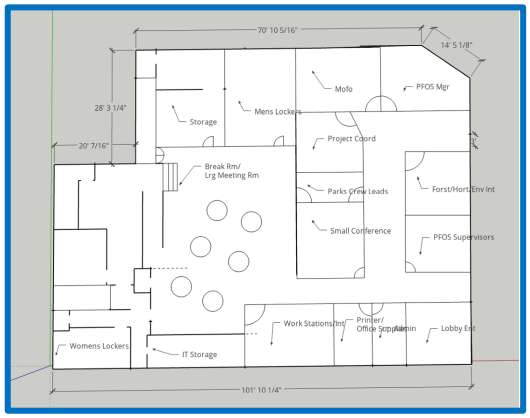
This project will consolidate all PFOS staff into a single location, which will improve communication, teamwork, and the ability to collaborate.

VISION

1. Wheat Ridge is an attractive and inviting City
7. Wheat Ridge residents are proud of their hometown

PLAN ESTIMATES

EXPENDITURES	2022	2023	2024
Drainage			
Streets			
Traffic			
Facilities	$175,000	$0	$0
Parks & Recreation			
Economic Development			
Municipal Capital Projects			
Utility Undergrounding			
TOTAL	**$175,000**	**$0**	**$0**



PFOS Remodel Design

GATEWAY SIGNAGE PROGRAM

PROJECT DESCRIPTION

Installation of gateway/entryway signs at various locations around the City's boundary. Through a previously established plan with City Council guidance, smaller entryway signs have been installed to supplement larger gateway monument signs at major roadway locations, such as the sign at Kipling Street and I-70. The 2022 projects include improvements to the entryway signs at 38th and Sheridan and developing a master plan for the City's Gateway Signage Program.

BENEFITS

Gateway/entry signs highlight the boundary of the City and alert the traveling public that they have arrived in Wheat Ridge.

VISION

1. – Wheat Ridge is an attractive and inviting city

PLAN ESTIMATES

EXPENDITURES	2022	2023	2024
Drainage			
Streets			
Traffic			
Facilities			
Parks & Recreation Projects			
Economic Development	$85,000	$0	$0
Municipal Capital Projects			
Utility Undergrounding			
TOTAL	**$85,000**	**$0**	**$0**

Kipling Street & I-70 Gateway Sign

Capital Improvement Program
Project Profile

CITY HALL IMPROVEMENTS / MAINTENANCE

PROJECT DESCRIPTION

Key improvements have been identified to expand functionality, improve safety, provide room for growth, and update outdated workspaces. Specifically, within the Police Department: new office for Computer Forensics Lab, a new office for Mental Health Officer, improved teaming for Code Enforcement, and the addition of 2 workstations for Investigations. Within in the Municipal Court area, 2022 projects include gated separation between judge and witness stand, railing to delineate between gallery and litigants, and new bench-style seating. 2023 Court projects include a security screening point outside of the main corridor, and the remodel of the administrative work area to replace built-in workstations with systems furniture.

BENEFITS

These changes address growth within the Police Department, courtroom safety, and greater functionality for the Court administrative team.

VISION GOAL

1. – Wheat Ridge is an attractive and inviting city

PLAN ESTIMATES

EXPENDITURES	2022	2023	2024
Drainage	$0	$0	$0
Streets	$0	$0	$0
Traffic	$0	$0	$0
Facilities	$0	$0	$0
Parks & Recreation Projects	$0	$0	$0
Economic Development	$0	$0	$0
Municipal Capital Projects	$248,189	$338,143	$0
Utility Undergrounding	$0	$0	$0
TOTAL	**$248,189**	**$338,143**	**$0**

10-yr CIP budget

	REVENUES	2020 ACTUAL	2021 ADJUSTED	2021 ESTIMATED	2022 ADOPTED	2023 PROPOSED	2024 PROPOSED	2025 PROPOSED	2026 PROPOSED	2027 PROPOSED	2028 PROPOSED	2029 PROPOSED	2030 PROPOSED
30-580-00-589	**Beginning Fund Balance**	$50,320	$3,261,535	$4,063,311	$3,314,369	$2,422,407	$25,243	$70,243	$540,243	$885,243	$1,730,243	$2,575,243	$3,420,243
30-500-00-508	Lodger's Tax	$169,561	$200,000	$256,000	$300,000	$400,000	$400,000	$400,000	$400,000	$400,000	$400,000	$400,000	$400,000
30-520-08-539	Grant - Kipling Trail	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
30-520-12-539	Grant - Wadsworth Widening (FED)	$4,962,175	$9,608,000	$11,828,114	$9,087,498	$1,600,000	$0	$0	$0	$0	$0	$0	$0
30-520-13-539	Grant - Wadsworth Widening (CDOT & Other)	$0	$2,398,000	$466,141	$2,460,000	$7,700,000	$0	$0	$0	$0	$0	$0	$0
30-525-00-540	2018 DRCOG TIP - Wads	$0	$0	$0	$2,028,275	$3,251,725	$0	$0	$0	$0	$0	$0	$0
30-550-00-551	Public Improvement Fee	$23,414	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
30-580-00-581	Interest	$8,375	$125	$103	$125	$1,000	$5,000	$5,000	$5,000	$5,000	$5,000	$5,000	$5,000
30-580-00-588	Misc. Revenue	-$5,982	$0	$390,146	$0	$0	$0	$0	$0	$0	$0	$0	$0
30-590-00-591	Transfer from General Fund for CIP	$3,600,000	$1,300,000	$1,300,000	$6,995,445	$4,500,000	$4,000,000	$4,000,000	$4,000,000	$4,000,000	$4,000,000	$4,000,000	$4,000,000
	TOTAL REVENUE	**$8,757,543**	**$13,506,125**	**$14,240,504**	**$20,871,343**	**$17,452,725**	**$4,405,000**	**$4,405,000**	**$4,405,000**	**$4,405,000**	**$4,405,000**	**$4,405,000**	**$4,405,000**
	TOTAL AVAILABLE FUNDS	**$8,807,863**	**$16,767,660**	**$18,303,815**	**$24,185,712**	**$19,875,132**	**$4,430,243**	**$4,475,243**	**$4,945,243**	**$5,290,243**	**$6,135,243**	**$6,980,243**	**$7,825,243**

	EXPENDITURES	2020 ACTUAL	2021 ADJUSTED	2021 ESTIMATED	2022 PROPOSED	2023 PROPOSED	2024 PROPOSED	2025 PROPOSED	2026 PROPOSED	2027 PROPOSED	2028 PROPOSED	2029 PROPOSED	2030 PROPOSED
	DPW DRAINAGE												
30-302-800-833	Misc. Drainage Improvements Projects	$0	$71,662	$84,662	$200,000	$200,000	$200,000	$200,000	$200,000	$200,000	$200,000	$200,000	$200,000
30-302-800-841	Lena Gulch Master Plan Update	$0	$30,000	$0	$30,000	$0	$0	$0	$0	$0	$0	$0	$0
30-302-800-837	Clear Creek Master Plan Update	$0	$25,000	$0	$25,000	$0	$0	$0	$0	$0	$0	$0	$0
	TOTAL DRAINAGE	$0	$126,662	$84,662	$255,000	$200,000	$200,000	$200,000	$200,000	$200,000	$200,000	$200,000	$200,000
	DPW STREETS												
30-303-800-840	Minor Street Improvement Projects	$71,723	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
30-303-800-841	Clear Creek Crossing	$23,733	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
30-303-800-851	Public Improvement Projects, Dev. Related	$40,937	$10,591	$7,170	$80,000	$100,000	$100,000	$100,000	$100,000	$100,000	$100,000	$100,000	$100,000
30-303-800-852	Bike/Pedestrian Improvements	$0	$0	$0	$40,000	$500,000	$150,000	$0	$150,000	$0	$0	$0	$0
30-303-800-860	G Line Station Street Projects	$0	$198,915	$198,915	$0	$0	$0	$0	$0	$0	$0	$0	$0
30-303-800-861	ADA Improvements	$0	$50,000	$43,879	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000
30-303-800-864	Street Lights, Installation of Approved Lights	$0	$0	$0	$25,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000
30-303-800-865	Wadsworth EA Design and Construction	$4,065,559	$12,540,122	$12,725,738	$15,638,716	$15,501,746	$0	$0	$0	$0	$0	$0	$0
30-303-800-866	Bridge Maintenance Projects	$168	$40,794	$40,794	$500,000	$0	$400,000	$375,000	$350,000	$0	$0	$0	$0
30-303-800-867	Striping Maintenance	$0	$150,000	$118,423	$150,000	$100,000	$100,000	$100,000	$100,000	$100,000	$100,000	$100,000	$100,000
30-303-800-884	Preventative Maintenance Projects	$134,631	$1,420,854	$1,414,822	$3,000,000	$2,000,000	$3,000,000	$3,000,000	$3,000,000	$3,000,000	$3,000,000	$3,000,000	$3,000,000
	TOTAL STREETS	$4,336,751	$14,411,276	$14,549,741	$19,483,716	$18,261,746	$3,810,000	$3,635,000	$3,760,000	$3,260,000	$3,260,000	$3,260,000	$3,260,000
	DPW TRAFFIC												
30-304-800-844	Neighborhood Traffic Management Projects	$0	$0	$24,000	$100,000	$100,000	$100,000	$100,000	$100,000	$100,000	$100,000	$100,000	$100,000
30-304-800-847	Traffic Signal Improvements	$0	$0	$0	$100,000	$0	$0	$0	$0	$0	$0	$0	$0
	TOTAL TRAFFIC	$0	$0	$24,000	$200,000	$100,000	$100,000	$100,000	$100,000	$100,000	$100,000	$100,000	$100,000
	DPW FACILITIES												
30-305-800-811	New Shop Funding	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
	TOTAL DPW FACILITIES	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
	PARKS & RECREATION CAPITAL PROJECTS												
30-620-800-830	Anderson Building Improvements	$15,000	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
30-603-800-862	Wheat Ridge Recreation Center	$0	$0	$0	$150,000	$750,000	$250,000	$0	$0	$0	$0	$0	$0
30-603-800-864	Municipal Parking Lots	$0	$16,000	$16,000	$1,166,400	$0	$0	$0	$0	$0	$0	$0	$0
30-603-800-866	Parks and Forestry Building	$0	$0	$0	$175,000	$0	$0	$0	$0	$0	$0	$0	$0
	TOTAL PARKS & RECREATION	$15,000	$16,000	$16,000	$1,491,400	$750,000	$250,000	$0	$0	$0	$0	$0	$0
	ECONOMIC DEVELOPMENT												
30-610-700-724	Gateway Signage Program	$0	$25,000	$0	$85,000	$0	$0	$0	$0	$0	$0	$0	$0
	TOTAL ECONOMIC DEVELOPMENT	$0	$25,000	$0	$85,000	$0	$0	$0	$0	$0	$0	$0	$0
	MUNICIPAL CAPITAL PROJECTS												
30-610-800-811	City Hall Improvements/Maintenance	$348,117	$277,830	$277,830	$248,189	$338,143	$0	$0	$0	$0	$0	$0	$0
30-610-800-872	Aerial Photography/GIS Updates	$23,150	$37,213	$37,213	$0	$200,000	$0	$0	$0	$0	$0	$0	$0
30-610-800-873	PD Evidence	$20,885	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
	TOTAL MUNICIPAL	$392,152	$315,043	$315,043	$248,189	$538,143	$0	$0	$0	$0	$0	$0	$0
	UTILITY UNDERGROUNDING EXPENDITURES												
30-306-800-802	Easements and ROW	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
	TOTAL UNDERGROUNDING	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
	Transfers												
30-902-890-891	General Fund	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
	TOTAL TRANSFERS	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
	TOTAL EXPENDITURES	**$4,743,903**	**$14,893,981**	**$14,989,446**	**$21,763,305**	**$19,849,889**	**$4,360,000**	**$3,935,000**	**$4,060,000**	**$3,560,000**	**$3,560,000**	**$3,560,000**	**$3,560,000**
	ENDING FUND BALANCE	**$4,063,960**	**$1,873,679**	**$3,314,369**	**$2,422,407**	**$25,243**	**$70,243**	**$540,243**	**$885,243**	**$1,730,243**	**$2,575,243**	**$3,420,243**	**$4,265,243**

City of Wheat Ridge
INVESTING 4 THE FUTURE
ANDERSON PARK | CLEAR CREEK CROSSING | WADSWORTH BOULEVARD | WR·WARD STATION

In November 2016, Wheat Ridge voters approved ballot question 2E, a temporary 0.5% increase to the City's sales and use tax rate, in order to fund investments that would improve transportation infrastructure, create opportunities for economic development and enable additional "placemaking" to attract those wanting to live, work and play in Wheat Ridge. In 2017, City Council adopted Resolution 02-2017, establishing the restricted 2E Fund as defined by GASB No. 54 to segregate revenues and expenditures for the 2E projects. In the spring of 2017, the City sold bonds that generated $33 million in funds for the following four projects.

Improvements to Anderson Park

- Status: Project complete
- 2E funds spent: $4,599,945

This project included a complete renovation and modernization of the Anderson Building, which reconfigured the space to allow for additional programming and improved the locker rooms for the outdoor pool. The project also improved the sports fields, installed new baseball field lights, constructed a new performance pavilion, created new access to Clear Creek, built new trails, and resurfaced the parking lots.

Clear Creek Crossing Access Ramps

- Status: Substantially complete
- 2E funds spent through 2021: $20,958,735

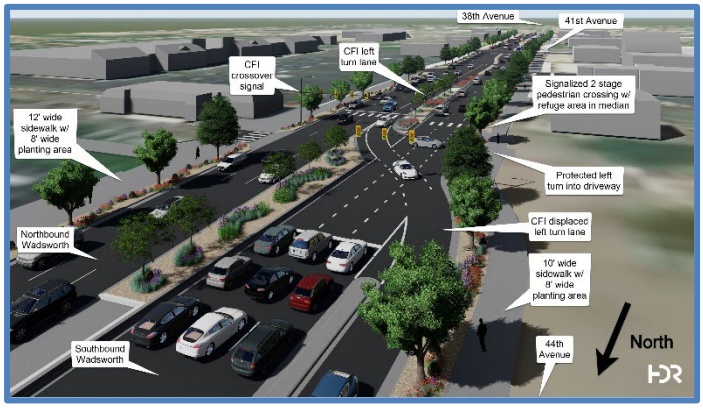
The City initially allocated $10 million of 2E funds towards the construction of the on and off-ramps from I-70 to the Clear Creek Crossing mixed-use development. The initial $10 million was spent between 2017 and August 2020. A provision in the City's intergovernmental agreement with Longs Peak Metropolitan District (LPMD) specifies the City will pay the total cost of the access ramp project and be reimbursed for all expenses above $10 million once bonds are issued by LPMD. The economic uncertainty caused by the COVID-19 pandemic slowed LPMD's bond issuance. Therefore, the City diverted funds from the Wheat Ridge · Ward Station project to complete the access ramps at Clear Creek Crossing. It is anticipated LPMD will reimburse the City in 2021 or 2022.

Development activities are underway at Clear Creek Crossing. The multifamily housing development and a convenience store and gas station are open for business. The headquarters

for Foothills Credit Union is under construction, and other private developments are under the City's review or are in the planning stages. Finally, a new hospital campus is under construction by SCL Health. Clear Creek Crossing is an exciting mixed-use development for the City that will generate economic and recreational benefits for years to come.

Wadsworth Improvement Project

- Status: Construction begins fall, 2021
- 2E Funds spent through 2021: $7,439,950



In April 2016, the City of Wheat Ridge initiated the improvement project for Wadsworth Boulevard between 35th Avenue and I-70. The first phase, an Environmental Assessment, was completed in 2019 with input from the local community. Construction on the first phase of the project from 41st Avenue to I-70 will begin in the fall of 2021 at a project cost of approximately $35 million. 2E funding, along with $1.25 million of additional Capital Improvement Program (CIP) funds, were used to provide the City's local match for two federal transportation grants and a CDOT Main Streets grant totaling $19.2 million. Additionally, the City was awarded two federal safety grants with CDOT matches for a total of $4.7 million. CDOT has also committed $4.1 million in maintenance funding towards the project. Two other grants totaling $3.8 million were also received. Funding for construction in 2021 through 2023 is budgeted in the CIP budget, Fund 30.

Wheat Ridge · Ward Station

- Status: Design and right-of-way acquisitions underway
- 2E Funds spent through 2021: $2,474,464

The City originally allocated $12 million of 2E funds to address traffic, and multi-modal transportation needs to facilitate redevelopment and economic development opportunities in the area surrounding the G Line commuter rail station. Designs for street improvements will be completed in 2021, with construction starting in 2022. Designs for a pedestrian bridge, plaza, and trail from the station area south to the I-70 frontage are 30% complete. Funding for additional design, right-of-way acquisitions, and construction of the public improvements will be appropriated in the Renewal Wheat Ridge Projects Budget, Fund 40, in 2022 and 2023. Private investments are ongoing with townhomes and apartments under construction by Toll Brothers, Remington Homes, and the Forum Group.

Investing 4 the Future - Projects Funded by 2E

Special Funds

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Beginning Fund Balance	**$20,410,710**	**$8,553,992**	**$8,553,992**	**$5,455,875**
Revenues				
2E Sales Tax	$3,576,439	$3,515,261	$3,904,614	$4,185,737
2E Use Tax	$144,449	$127,547	$141,667	$141,667
2E Building Use Tax	$398,211	$334,167	$1,212,709	$1,069,865
2E Auto Use Tax	$303,731	$236,974	$236,974	$227,370
2E Audit Proceeds	$1,062	$33,333	$33,333	$41,667
Bond Proceeds - Par	$0	$0	$0	$0
Bond Proceeds - Premium	$0	$0	$0	$0
Interest Income	$223,899	$23,642	$12,000	$6,060
Miscellaneous Income	$287,209	$0	$297,581	$0
Transfer from General Fund				
Total Revenues	**$4,935,000**	**$4,270,924**	**$5,838,878**	**$5,672,366**
Total Available Funds	**$25,345,710**	**$12,824,916**	**$14,392,870**	**$11,128,241**
Expenditures				
Clear Creek Crossing	$9,279,277	$2,372,318	$2,222,565	$0
Gold Line Station	$440,511	$344,664	$344,540	$0
Wadsworth	$3,571,730	$5,592,290	$2,867,290	$384,783
Anderson Park	$0	$0	$0	$0
Bond Issuance Costs	$500	$500	$5,500	$500
Debt Payment	$3,499,700	$3,497,100	$3,497,100	$3,498,800
Total Expenditures	**$16,791,718**	**$11,806,872**	**$8,936,995**	**$3,884,083**
Ending Fund Balance	**$8,553,992**	**$1,018,044**	**$5,455,875**	**$7,244,158**

2022 10-yr 2E budget

	REVENUES	2017 ACTUAL	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 ADJUSTED	2021 ESTIMATED	2022 ADOPTED	2023 PROPOSED	2024 PROPOSED	2025 PROPOSED	2026 PROPOSED	2027 PROPOSED
31-580-00-589	**Beginning Fund Balance**	$0	$33,403,757	$29,280,505	$20,410,710	$8,553,992	$8,553,992	$5,455,875	$7,244,158	$8,895,667	$10,278,292	$6,787,992	$3,288,692
31-500-00-510	2E Sales Tax	$3,220,444	$3,225,880	$3,417,598	$3,576,439	$3,515,261	$3,904,614	$4,185,737	$4,311,309	$4,082,020	$0	$0	$0
31-500-00-511	2E Use Tax	$147,569	$337,688	$184,327	$144,449	$127,547	$141,667	$141,667	$150,000	$137,948	$0	$0	$0
31-500-00-512	2E Building Use Tax	$445,649	$553,509	$227,519	$398,211	$334,167	$1,212,709	$1,069,865	$500,000	$367,863	$0	$0	$0
31-500-00-513	2E Auto Use Tax	$344,270	$292,724	$308,128	$303,731	$236,974	$236,974	$227,370	$250,000	$252,906	$0	$0	$0
31-500-00-514	2E Audit Proceeds	$0	$32,243	$21,855	$1,062	$33,333	$33,333	$41,667	$35,000	$32,188	$0	$0	$0
	TOTAL TAXES	**$4,157,932**	**$4,442,044**	**$4,159,427**	**$4,423,892**	**$4,247,282**	**$5,529,297**	**$5,666,306**	**$5,246,309**	**$4,872,925**	**$0**	**$0**	**$0**
31-510-00-510	Bond Proceeds - Par	$30,595,000	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
31-510-00-511	Bond Proceeds - Premium	$2,687,079	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
	TOTAL BOND PROCEEDS	**$33,282,079**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
31-580-00-581	Interest Income	$251,406	$563,228	$570,873	$223,899	$23,642	$12,000	$6,060	$8,500	$10,000	$10,000	$0	$0
31-580-00-588	Miscellaneous Income	$0	$0	$119,450	$287,209	$0	$297,581	$0	$0	$0	$0	$0	$0
	TOTAL OTHER REVENUE	**$251,406**	**$563,228**	**$690,323**	**$511,108**	**$23,642**	**$309,581**	**$6,060**	**$8,500**	**$10,000**	**$10,000**	**$0**	**$0**
31-590-00-591	Transfer from General Fund	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
	TOTAL TRANSFER IN	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
	TOTAL REVENUE	**$37,691,417**	**$5,005,272**	**$4,849,750**	**$4,935,000**	**$4,270,924**	**$5,838,878**	**$5,672,366**	**$5,254,809**	**$4,882,925**	**$10,000**	**$0**	**$0**
	TOTAL AVAILABLE FUNDS	**$37,691,417**	**$38,409,029**	**$34,130,255**	**$25,345,710**	**$12,824,916**	**$14,392,870**	**$11,128,241**	**$12,498,967**	**$13,778,592**	**$10,288,292**	**$6,787,992**	**$3,288,692**
	EXPENDITURES	**2017 ACTUAL**	**2018 ACTUAL**	**2019 ACTUAL**	**2020 ACTUAL**	**2021 ADJUSTED**	**2021 ESTIMATED**	**2022 ADOPTED**	**2023 PROPOSED**	**2024 PROPOSED**	**2025 PROPOSED**	**2026 PROPOSED**	**2027 PROPOSED**
	CLEAR CREEK CROSSING												
31-101-700-750	Professional Services	$274,936	$117,812	$263,630	$530,609	$360,858	$330,073	$0	$0	$0	$0	$0	$0
31-101-800-801	Environmental	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
31-101-800-805	Construction	$0	$2,967,817	$5,832,698	$8,748,668	$2,011,460	$1,892,492	$0	$0	$0	$0	$0	$0
	TOTAL CLEAR CREEK CROSSING	**$274,936**	**$3,085,629**	**$6,096,328**	**$9,279,277**	**$2,372,318**	**$2,222,565**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
	GOLD LINE STATION												
31-102-700-750	Professional Services	$5,871	$491,098	$952,335	$406,151	$0	$0	$0	$0	$0	$0	$0	$0
31-102-800-801	Visioning	$50,112	$3,213	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
31-102-800-802	Planning	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
31-102-800-803	Design	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
31-102-800-804	ROW	$0	$0	$186,784	$34,360	$1,564	$1,440	$0	$0	$0	$0	$0	$0
31-102-800-805	Construction	$0	$0	$0	$0	$343,100	$343,100	$0	$0	$0	$0	$0	$0
	TOTAL GOLD LINE STATION	**$55,983**	**$494,311**	**$1,139,119**	**$440,511**	**$344,664**	**$344,540**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
	WADSWORTH												
31-103-700-750	Professional Services	$37,188	$87,417	$383,188	$147,911	$110,796	$110,796	$0	$0	$0	$0	$0	$0
31-103-800-801	Environmental	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
31-103-800-802	Design	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
31-103-800-803	ROW	$0	$0	$108,354	$3,423,819	$5,481,494	$2,756,494	$0	$0	$0	$0	$0	$0
31-103-800-805	Construction	$0	$0	$0	$0	$0	$0	$384,783	$100,000	$0	$0	$0	$0
	TOTAL WADSWORTH	**$37,188**	**$87,417**	**$491,542**	**$3,571,730**	**$5,592,290**	**$2,867,290**	**$384,783**	**$100,000**	**$0**	**$0**	**$0**	**$0**
	ANDERSON PARK												
31-104-700-750	Professional Services	$0	$433,941	$117,204	$0	$0	$0	$0	$0	$0	$0	$0	$0
31-104-800-801	Waterline	$10,615	$144,793	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
31-104-800-802	Owner's Rep	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
31-104-800-803	Master Plan	$143,568	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
31-104-800-804	Design	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
31-104-800-805	Construction	$0	$1,373,271	$2,376,553	$0	$0	$0	$0	$0	$0	$0	$0	$0
	TOTAL ANDERSON PARK	**$154,183**	**$1,952,005**	**$2,493,757**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
	ISSUANCE COSTS												
31-600-700-750	Professional Services	$274,915	$3,863	$500	$500	$500	$5,500	$500	$500	$500	$500	$500	$500
31-600-700-760	Bond Insurance	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
31-600-700-765	Surety Bond	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
31-600-700-770	Misc Expense - General	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
	TOTAL ISSUANCE COSTS	**$274,915**	**$3,863**	**$500**	**$500**	**$500**	**$5,500**	**$500**	**$500**	**$500**	**$500**	**$500**	**$500**
	DEBT PAYMENTS												
31-610-900-901	2E DEBT SERVICE - PRINCIPAL	$2,800,000	$2,400,000	$2,465,000	$2,565,000	$2,665,000	$2,665,000	$2,720,000	$2,860,000	$3,000,000	$3,150,000	$3,260,000	$2,710,000
31-610-900-902	2E DEBT SERVICE - INTEREST	$690,455	$1,105,300	$1,033,300	$934,700	$832,100	$832,100	$778,800	$642,800	$499,800	$349,800	$238,800	$108,400
	TOTAL DEBT PAYMENTS	**$3,490,455**	**$3,505,300**	**$3,498,300**	**$3,499,700**	**$3,497,100**	**$3,497,100**	**$3,498,800**	**$3,502,800**	**$3,499,800**	**$3,499,800**	**$3,498,800**	**$2,818,400**
	TOTAL PROJECT EXPENDITURES	**$522,290**	**$5,619,362**	**$10,220,746**	**$13,291,518**	**$8,309,272**	**$5,434,395**	**$384,783**	**$100,000**	**$0**	**$0**	**$0**	**$0**
	TOTAL DEBT SERVICE EXPENDITURES	**$3,765,370**	**$3,509,163**	**$3,498,800**	**$3,500,200**	**$3,497,600**	**$3,502,600**	**$3,499,300**	**$3,503,300**	**$3,500,300**	**$3,500,300**	**$3,499,300**	**$2,818,900**
	TOTAL EXPENDITURES	**$4,287,660**	**$9,128,525**	**$13,719,546**	**$16,791,718**	**$11,806,872**	**$8,936,995**	**$3,884,083**	**$3,603,300**	**$3,500,300**	**$3,500,300**	**$3,499,300**	**$2,818,900**
	ENDING FUND BALANCE	**$33,403,757**	**$29,280,504**	**$20,410,709**	**$8,553,992**	**$1,018,044**	**$5,455,875**	**$7,244,158**	**$8,895,667**	**$10,278,292**	**$6,787,992**	**$3,288,692**	**$469,792**

RENEWAL WHEAT RIDGE BOND PROJECTS

About the Bond Projects

In June 2021, the Wheat Ridge Urban Renewal Authority dba Renewal Wheat Ridge (RWR) adopted Resolution 17-2021, authorizing the issuance of bonds to be used for public improvements within the I-70/Kipling Corridor Urban Renewal Plan Area (Plan Area).

At the time of the publication of this budget, the exact amount the bonds will net RWR is not determined. Once the full amount is determined, City staff will prioritize the list of possible activities based on the amount of funds issued.

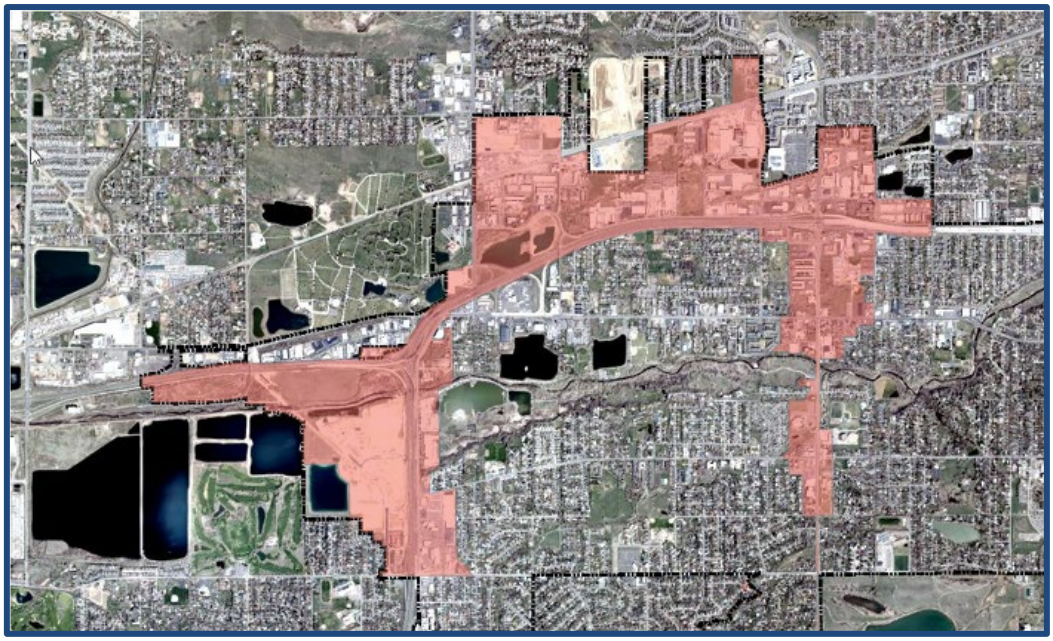
Construction projects are anticipated to commence in the first quarter of 2022.

The projects are located in three areas:

- Applewood – The I-70/32nd Avenue/ Youngfield Street corridor
- Wheat Ridge · Ward G-Line Station – The area on the north and south sides of the G-Line near the station
- Kipling Street – The Kipling Corridor from 38th Avenue to I-70

2022 Budget Priorities

- Complete the design and construction plans for the I-70/32nd Avenue/ Youngfield Street projects
- Reconstruct the 38th/ Kipling intersection
- Complete the design, right-of-way acquisition, and construction plans for the Plazas, Pedestrian Bridge, and Multi-use Trail south of the G-Line Station
- Reconstruct 52nd Avenue, Tabor Street, Ridge Road, and the 52nd/Ward and Ridge/Ward intersections



I-70/Kipling Corridor Urban Renewal Plan Area

Renewal Wheat Ridge Bond Projects

Special Funds

	2020 Actual	2021 Adjusted	2021 Estimated	2022 Adopted
Beginning Fund Balance	**$0**	**$0**	**$0**	**$0**
Revenues				
Transfer from Renewal Wheat Ridge	$0	$0	$5,900,000	$10,050,000
Total Revenues	**$0**	**$0**	**$5,900,000**	**$10,050,000**
Total Available Funds	**$0**	**$0**	**$5,900,000**	**$10,050,000**
Expenditures				
Applewood Activities	$0	$0	$750,000	$500,000
Kipling Activities	$0	$0	$1,000,000	$0
Ward TOD Activities	$0	$0	$4,150,000	$9,550,000
Total Expenditures	**$0**	**$0**	**$5,900,000**	**$10,050,000**
Ending Fund Balance	**$0**	**$0**	**$0**	**$0**

APPLEWOOD AREA

PROJECT DESCRIPTION

Several projects are planned in the Applewood area along the I-70/32nd Avenue/ Youngfield Street corridor.

- I-70/32nd Avenue Interchange Enhancements –This project will add decorative elements to the bridge over 32nd Avenue to enhance its appearance.
- Youngfield Streetscape – The area on the west side of Youngfield Street between approximately 28th and 40th Avenues will be improved to enhance the appearance of this largely unmaintained area. Improvements could include landscaping, gateway signage, and decorative fencing.
- 32nd Avenue bike/pedestrian improvements– bike and pedestrian improvements will be made from Youngfield to Clear Creek Drive

The estimated cost for these interchange and corridor-related projects is $5 million.

BENEFITS

The beautification of the I-70/32nd Avenue/Youngfield Street corridor will greatly enhance the appearance of this important entryway to the City adjacent to the City's premier shopping center and the emerging Clear Creek Crossing development.

VISION 4. – Wheat Ridge has a choice of economically viable commercial areas

GOAL 2. – Provide support to existing commercial areas

PLAN ESTIMATES

EXPENDITURES	2022	2023	2024
Professional Services	$750,000	$0	$0
Environmental	$0	$0	$0
ROW	$0	$0	$0
Construction	$0	$500,000	$4,250,000
TOTAL	**$750,000**	**$500,000**	**$4,250,000**

I-70 Bridge Over 32nd Avenue

I-70 Eastbound On-Ramp

KIPLING AREA

PROJECT DESCRIPTION

Two projects are planned along the Kipling Street corridor.

- I-70/Kipling Street Interchange Enhancements –This project will add decorative elements to the bridge, abutments, and medians to enhance their appearance when the interchange is reconstructed by CDOT.
- 38th Avenue/Kipling Street Intersection Reconstruction – The intersection will be reconstructed to add double left-turn lanes to the 38th Avenue approaches and make pedestrian safety improvements.

The estimated cost for the interchange enhancement projects is $5 million. The estimated cost of the 38th/Kipling Street intersection reconstruction is estimated at $1,000,000.

BENEFITS

The beautification of the I-70/Kipling Street corridor will greatly enhance the appearance of this important entryway to the City. Reconstructing the 38th Avenue/Kipling Street intersection will improve pedestrian safety, provide more capacity for the 38th Avenue approaches and reduce congestion adjacent to nearby commercial developments.

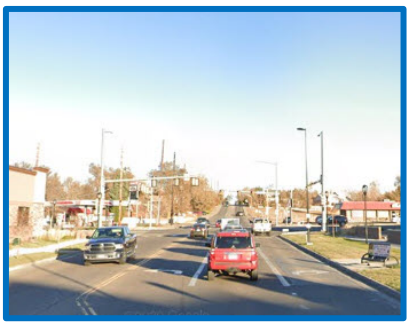
VISION 4. – Wheat Ridge has a choice of economically viable commercial areas

GOAL 2. – Provide support to existing commercial areas

PLAN ESTIMATES

EXPENDITURES	2022	2023	2024
Professional Services	$0	$0	$0
Environmental	$0	$0	$0
ROW	$0	$0	$0
Construction	$1,000,000	$0	$0
TOTAL	**$1,000,000**	**$0**	**$0**

I-70 Bridge Over Kipling Street



38th Avenue & Kipling Street

WHEAT RIDGE · WARD GOLD LINE STATION AREA

PROJECT DESCRIPTION

These projects will address traffic, and multi-modal transportation needs to facilitate redevelopment and enhance the area surrounding the G-Line commuter rail station at Ridge and Ward Roads. The improvements include:

- Reconstruction of 52nd Avenue, Tabor Street, and Ridge Road
- Installation of a pedestrian bridge over the tracks, including constructing plazas on either end to enhance the bridge landings
- Construction of a multi-use trail from the south plaza of the pedestrian bridge to the I-70 Frontage Road

BENEFITS

Public infrastructure investments at the Wheat Ridge · Ward Station Area facilitate and enhance private sector investments. The investments are creating a new mixed-use, multi-modal, and pedestrian-friendly neighborhood with a dynamic mix of jobs and housing. Ongoing development expands the City's housing diversity by providing a mix of for rent and for sale multi-family housing products. The adopted vision seeks to maintain and expand the City's employment base, with a focus on expanding the City's business base in the outdoor recreation industry. The vision also includes a goal of creating a trail system and other iconic features that help brand the area as a regional destination accessible and visible from both the G-Line and I-70.

VISION 5. – Wheat Ridge has diverse transportation

GOAL 5. – Increase multi-modal access to G-Line stations

PLAN ESTIMATES

EXPENDITURES	2022	2023	2024
Professional Services	$700,000	$0	$0
Environmental	$0	$0	$0
ROW	$200,000	$0	$0
Construction	$3,250,000	$9,550,000	$0
TOTAL	**$4,150,000**	**$9,550,000**	**$0**

Pedestrian Bridge Over Tracks

Station Area Projects

2022 Fund 40 Bond Activities

		2020 ACTUAL	2021 ESTIMATED	2022 ADOPTED	2023 PROPOSED	2024 PROPOSED	2025 PROPOSED	2026 PROPOSED	2027 PROPOSED	2028 PROPOSED	2029 PROPOSED
	REVENUES										
	Beginning Fund Balance	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
40-580-00-581	Interest Income	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
40-580-00-588	Miscellaneous Income	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
	TOTAL OTHER REVENUE	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
40-590-00-592	Transfer from Renewal Wheat Ridge	$0	$0	$5,900,000	$10,050,000	$4,250,000	$5,000,000				
40-590-00-591	Transfer from General Fund	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
	TOTAL TRANSFER IN	$0	$0	$5,900,000	$10,050,000	$4,250,000	$5,000,000	$0	$0	$0	$0
	TOTAL REVENUE	**$0**	**$0**	**$5,900,000**	**$10,050,000**	**$4,250,000**	**$5,000,000**	**$0**	**$0**	**$0**	**$0**
	TOTAL AVAILABLE FUNDS	$0	$0	**$5,900,000**	**$10,050,000**	**$4,250,000**	**$5,000,000**	**$0**	**$0**	**$0**	**$0**
	EXPENDITURES										
		2020 ACTUAL	**2021 ESTIMATED**	**2022 ADOPTED**	**2023 PROPOSED**	**2024 PROPOSED**	**2025 PROPOSED**	**2026 PROPOSED**	**2027 PROPOSED**	**2028 PROPOSED**	**2029 PROPOSED**
	APPLEWOOD ACTIVITIES										
40-101-700-750	Professional Services	$0	$0	$750,000	$0	$0	$0	$0	$0	$0	$0
40-101-800-802	ROW Acquisition	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
40-101-800-805	Construction	$0	$0	$0	$500,000	$4,250,000	$0	$0	$0	$0	$0
	TOTAL APPLEWOOD ACTIVITIES	$0	$0	$750,000	$500,000	$4,250,000	$0	$0	$0	$0	$0
	KIPLING ACTIVITIES										
40-102-700-750	Professional Services	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
40-102-800-804	ROW Acquisition	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
40-102-800-805	Construction	$0	$0	$1,000,000	$0	$0	$5,000,000	$0	$0	$0	$0
	TOTAL KIPLING ACTIVITIES	$0	$0	$1,000,000	$0	$0	$5,000,000	$0	$0	$0	$0
	WARD TOD ACTIVITIES										
40-103-700-750	Professional Services	$0	$0	$700,000	$0	$0	$0	$0	$0	$0	$0
40-103-800-803	ROW Acquisition	$0	$0	$200,000	$0	$0	$0	$0	$0	$0	$0
40-103-800-805	Construction	$0	$0	$3,250,000	$9,550,000	$0	$0	$0	$0	$0	$0
	TOTAL WARD TOD ACTIVITIES	$0	$0	$4,150,000	$9,550,000	$0	$0	$0	$0	$0	$0
	OTHER ACTIVITIES										
40-104-700-750	Professional Services	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
40-104-800-804	Design	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
40-104-800-805	Construction	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
	TOTAL OTHER ACTIVITIES	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
	TOTAL EXPENDITURES	**$0**	**$0**	**$5,900,000**	**$10,050,000**	**$4,250,000**	**$5,000,000**	**$0**	**$0**	**$0**	**$0**
	ENDING FUND BALANCE	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Pay-for-Performance Compensation Plan

The City's compensation plan for full-time/part-time benefitted employees is designed as a financially sustainable plan that supports recruitment and retention of top talent. Additionally, the compensation plan is market-based and fully aligned with the City's performance management plan (PMP), and is reflective of an overall pay-for-performance system of total rewards. The City's pay-for-performance model is consistent with the culture and commitment to the City's core values of A.C.T.I.O.N! (Accountability, Change, Teamwork, Integrity, Opportunity, NOW!). It is important for the City to reward employees who exemplify these core values and help achieve the City's strategic results.

The City's compensation philosophy is as follows:

> The City of Wheat Ridge recognizes that, as a service organization, employees are critical to the success of its mission and goals. In a highly competitive and ever-changing environment, we strive to attract and retain qualified individuals who respond quickly, think creatively, and achieve meaningful results.
>
> The City strives to attract and retain a highly skilled workforce that is efficient, productive, and innovative. Rewards are based on behaviors, contributions, and performance that demonstrate a commitment to public service and the City's core values. Employees are rewarded for taking personal responsibility to develop their skills, provide excellent customer service, and develop positive relationships within the community. Employees are expected to continually strive to learn as well as apply problem-solving and customer service skills to further the City's mission.
>
> The total compensation package consists of base pay, comprehensive benefits, peer recognition, and wellness programs, as well as development opportunities based on financial conditions and strategic objectives.

The compensation plan consists of three sub plans: 1) a pay-for-performance open range plan (which includes civilian and police sergeants and higher ranks) and 2) a seven-step sworn plan and open range plan for traditionally non-benefited part-time and variable hour employees.

Market Survey Update - the City conducted a market analysis update in 2021 to see how the City's pay practices compare to other municipalities in the Denver/Boulder market. Changes are effective in 2022 to ensure the City is competitive with the Denver/Boulder market. Prior to this update, the City last conducted a market survey in 2018 with only minor changes to the sworn step plan in 2020. The City planned to complete market analysis in 2020, which was postponed due to the COVID-19 health emergency. As such, pay ranges have increased for the 2022 fiscal year due to the tight labor market and time since the last update.

Following the performance evaluation due dates scheduled in the fall of 2021, employees may receive an increase based on how they met the core values and competencies of the PMP system. Performance increases are not guaranteed. The merit budget is determined and approved by City Council on an annual basis according to what other comparable organizations are providing and what the City can afford for that fiscal year. Unforeseen factors that could impact the local, state or national economy cannot always be predicted.

Police Officer Pay Plan

2022

Police Department

Police Officer

Steps	1	2	3	4	5	6	7
Annual	$62,000	$66,500	$69,888	$73,382	$77,785	$82,452	$93,000
Hourly	$29.81	$31.97	$33.60	$35.28	$37.40	$39.64	$44.71
% spread between steps		7.4%	5.0%	5.0%	6.0%	6.0%	12.8%

Sergeant	Range Minimum	Range Maximum
	$99,800	$134,800

Commander	Range Minimum	Range Maximum
	$104,900	$162,700

Division Chief	Range Minimum	Range Maximum
	$128,000	$198,300

Non-Exempt Summary Report

2022

Job Titles Listed by Salary Grade

Salary Grade	Job Title	Range Minimum	Range Maximum
Salary Grade 10		**$28,700**	**$38,700**
Parks & Recreation	Custodian	$13.80	$18.61
Salary Grade 20		**$32,900**	**$46,100**
Parks & Recreation	Maintenance Worker I-P&R	$15.82	$22.16
Public Works	Maintenance Worker I-PW		
Parks & Recreation	Operations Support Technician I-P&R		
Salary Grade 30		**$37,200**	**$52,000**
Parks & Recreation	Forestry Assistant	$17.88	$25.00
Parks & Recreation	Horticulture Assistant		
Parks & Recreation	Maintenance Worker II-Parks		
Parks & Recreation	Operations Support Technician II-P&R		
Parks & Recreation	Recreation Leader		
Salary Grade 40		**$39,600**	**$55,400**
Administrative Services	Accounting Technician	$18.10	$25.36
Administrative Services	Payroll Specialist		
Salary Grade 50		**$42,900**	**$60,100**
Administrative Services	Administrative Specialist	$20.63	$28.89
Parks & Recreation	Facility Assistant		
Parks & Recreation	Environmental Interpreter		
Parks & Recreation	Forestry Technician		
Parks & Recreation	Horticulture Technician		
Police Department	Investigative Technician		
Administrative Services	IT Support Technician		
Municipal Court	Judicial Assistant I		
Public Works	Maintenance Worker II - PW		
Parks & Recreation	Operations Support Tech III-P&R		
Parks & Recreation	Pool Manager		
Police Department	Records Management Specialist		
Administrative Services	Sales Tax Technician		
Administrative Services	Licensing Technician		
Salary Grade 60		**$45,700**	**$66,300**
Mayor's Office	Admin. Assistant-Mayor/Council	$21.97	$31.88
Community Development	Administrative Assistant-CD		
Police Department	Administrative Assistant-Police		
Public Works	Administrative Assistant-PW		
Police Department	Community Service Officer		
Public Works	Engineering Technician I		
Public Works	Equipment Operator I		
Police Department	Evidence Technician I		

Non-Exempt Summary Report

Job Titles Listed by Salary Grade

Salary Grade	Job Title	Range Minimum	Range Maximum
Salary Grade 60 - con't		**$45,700**	**$66,300**
Parks & Recreation	Facility Coordinator	$20.82	$30.14
Administrative Services	GIS Technician		
Municipal Court	Judicial Assistant II		
Police Department	Lead Records Management Specialist		
Public Works	Mechanic		
Parks & Recreation	Recreation Coordinator		
Public Works	Traffic Operations Technician I		
Community Development	Utility Locator		
Salary Grade 70		**$52,700**	**$76,300**
Police Department	Community Service Officer - Lead	$25.34	$36.68
Public Works	Engineering Technician II		
Public Works	Equipment Operator II		
Police Department	Evidence Technician II		
Parks & Recreation	Facilities Maintenance Supervisor		
Parks & Recreation	Maintenance Crew Leader-Parks		
Public Works	Mechanic - Lead		
Municipal Court	Probation Officer		
Police Department	Program Administrative Coordinator		
Public Works	Traffic Operations Technician II		
Salary Grade 80		**$58,900**	**$88,300**
Municipal Court	Court Marshal	$28.32	$42.45
City Clerk's Office	Deputy City Clerk		
Public Works	Engineering Technician III		
Community Development	Plans Reviewer/Inspector		
Public Works	Traffic Operations Technician III		
Salary Grade 90		**$63,200**	**$94,800**
Police Department	Community Service Team Supervisor	$30.38	$45.58
Police Department	Records Supervisor		
Administrative Services	Senior IT Support Technician		

Exempt Summary Report

Job Titles Listed by Salary Grade

Salary Grade	Job Title	Range Minimum	Range Maximum
Salary Grade 200		**$47,476**	**$76,824**
Administrative Services	Public Information Specialist	$22.83	$36.93
Parks and Recreation	Graphic Designer		
Administrative Services	Human Resources Business Partner		
Community Development	Landscape Inspection Program Manager		
Parks and Recreation	Marketing Generalist		
Community Development	Planner I		
Administrative Services	Staff Accountant		
Salary Grade 210		**$57,200**	**$85,730**
Police Department	Administrative Analyst	$27.50	$41.22
Administrative Services	Procurement Coordinator		
City Manager's Office	Homeless Navigator		
City Manager's Office	Neighborhood Engagement Specialist		
Parks & Recreation	Grant and Special Project Administrator		
Community Development	Planner II		
Administrative Services	Revenue Auditor		
Public Works	Stormwater Coordinator		
City Manager's Office	Sustainability Coordinator		
Salary Grade 220		**$65,600**	**$98,400**
Administrative Services	Accountant	$31.54	$47.31
Public Works	Civil Engineer I		
Police Department	Crime Analyst		
Court	Deputy Court Administrator		
Administrative Services	Executive Assistant		
Parks & Recreation	Forestry and Open Space Supervisor		
Administrative Services	GIS Analyst		
Administrative Services	Sr. Human Resources Business Partner		
Parks & Recreation	Operations Supervisor-Parks		
Administrative Services	Payroll Supervisor		
Parks & Recreation	Project Coordinator		
Parks & Recreation	Recreation Supervisor		
Police Department	Training & Accreditation Manager		
Salary Grade 230		**$75,600**	**$113,400**
Administrative Services	Accounting Supervisor	$36.35	$54.52
City Manager's Office	Assistant to the City Manager		
Municipal Court	Court Administrator		
Public Works	Operations Supervisor		
Administrative Services	Procurement Manager		

Exempt Summary Report

Job Titles Listed by Salary Grade

Salary Grade	Job Title	Range Minimum	Range Maximum
Salary Grade 240		**$81,200**	**$121,800**
Public Works	Civil Engineer II	$39.04	$58.56
City Manager's Office	Economic Development /Urban Renewal Mgr.		
Administrative Services	Network Administrator		
Community Development	Senior Planner		
Community Development	Senior Neighborhood Planner		
Salary Grade 250		**$89,200**	**$133,900**
Parks & Recreation	Manager of Facilities Operations	$42.88	$64.38
Public Works	Operations Manager		
Parks & Recreation	Parks, Open Space, Forestry Manager		
Administrative Services	PIO/Communications Manager		
Parks & Recreation	Recreation and Facilities Manager		
Salary Grade 260		**$103,500**	**$160,500**
Public Works	Engineering Manager	$49.76	$77.16
Administrative Services	Finance Manager		
Administrative Services	Human Resources Manager		
Administrative Services	IT Manager		
Community Development	Planning Manager		
Salary Grade 270		**$110,600**	**$171,400**
	No Positions	$53.17	$82.40
Salary Grade 280		**$125,100**	**$193,900**
Administrative Services	Director-Administrative Services	$60.14	$93.22
Community Development	Director-Community Development		
Parks & Recreation	Director of Parks & Recreation		
Public Works	Director of Public Works		
Salary Grade 290		**$143,500**	**$222,500**
Police Department	Chief of Police	$68.99	$106.97
Salary Grade 300		**$170,600**	**$272,900**
City Manager's Office	City Manager	$82.02	$131.20

Part-Time Summary Report 2022

Job Titles Listed by Salary Grade

Salary Grade	Job Title	Range Minimum	Range Maximum
Salary Grade PT1		**$12.56**	**$16.20**
Parks & Recreation	Childcare Attendant		
	Climbing Wall Attendant		
	Concession Worker		
	Gym Attendant		
	Recreation Aide		
	Scorekeeper		
	Weight Room Attendant		
Salary Grade PT2		**$12.83**	**$17.64**
Parks & Recreation	Assistant Coach		
	Guest Services Attendant		
	Head Childcare Attendant		
	Head Climbing Wall Attendant		
	Head Weight Room Attendant		
	Maintenance Worker - Seasonal		
Salary Grade PT3		**$13.41**	**$18.80**
Parks & Recreation	Head Coach		
Salary Grade PT4		**$14.13**	**$19.81**
Parks & Recreation	Custodian		
	Lifeguard		
Salary Grade PT5		**$14.90**	**$20.91**
Parks & Recreation	Concession Manager		
	Driver		
	Facility Assistant I		
	Head Lifeguard		
	Recreation Leader		
	Recreation Leader - Licensed Program		
	Sports Official		

Part-Time Summary Report 2022

Job Titles Listed by Salary Grade

Salary Grade	Job Title	Range Minimum	Range Maximum
Salary Grade PT6		**$15.63**	**$21.88**
Parks & Recreation	Camp Specialist - Licensed Program		
Parks & Recreation	Preschool Specialist - Licensed Program		
Salary Grade PT7		**$17.40**	**$24.33**
Parks & Recreation	Instructor - Aqua Aerobics		
	Instructor - Fitness		
	Water Safety Instructor		
Police Department	Community Service Ranger		
Salary Grade PT8		**$20.05**	**$28.03**
Parks & Recreation	Environmental Services Technician		
	Facility Assistant II		
	GIS Technician - Park		
	Instructor - Nutritionist		
	Landscape Project Technician		
	Personal Trainer		
	Pool Manager		
	Staff Assistant		
Salary Grade PT9		**$23.22**	**$32.55**
Parks & Recreation	Instructor - Aqua Specialty Fitness		
	Instructor - Specialty Fitness		
	Social Media Specialist		

Staffing Table

	2019 Authorized	2020 Authorized	2021 Authorized	2022 Authorized
GENERAL FUND				
LEGISLATIVE				
Legislative Services				
*Mayor - **1 position***	*Elected*	*Elected*	*Elected*	*Elected*
*Council Member - **8 positions***	*Elected*	*Elected*	*Elected*	*Elected*
Total	***0.000***	***0.000***	***0.000***	***0.000***
TREASURY				
Treasury				
City Treasurer	*Elected*	*Elected*	*Elected*	*Elected*
CITY MANAGER'S OFFICE				
General Management Services				
City Manager	*1.000*	*1.000*	*1.000*	*1.000*
Assistant to the City Manager	*1.000*	*1.000*	*1.000*	*1.000*
Economic Development Manager	*1.000*	*1.000*	*1.000*	*1.000*
Sustainability Coordinator	*0.000*	*0.500*	*1.000*	*1.000*
Homeless Navigator	*0.000*	*1.000*	*1.000*	*1.000*
Total	***3.000***	***4.500***	***5.000***	***5.000***
CITY ATTORNEY				
Legal Services				
City Attorney	*Contracted*	*Contracted*	*Contracted*	*Contracted*
CITY CLERK				
City Clerk				
City Clerk	*Elected*	*Elected*	*Elected*	*Elected*
Deputy City Clerk	*1.000*	*1.000*	*1.000*	*1.000*
Total	***1.000***	***1.000***	***1.000***	***1.000***
MUNICIPAL COURT				
Municipal Court				
Municipal Judge	*Contracted*	*Contracted*	*Contracted*	*Contracted*
Court Administrator	*1.000*	*1.000*	*1.000*	*1.000*
Deputy Court Administrator	*1.000*	*1.000*	*1.000*	*1.000*
Judicial Assistant II	*0.000*	*0.000*	*4.000*	*4.000*
Deputy Court Clerk II	*3.000*	*3.000*	*0.000*	*0.000*
Judicial Assistant I	*0.000*	*0.000*	*2.000*	*2.000*
Deputy Court Clerk I	*3.000*	*3.000*	*0.000*	*0.000*
Probation Officer	*1.000*	*1.000*	*1.000*	*1.000*
Court Marshal	*1.250*	*1.250*	*3.000*	*3.000*
Total	***10.250***	***10.250***	***12.000***	***12.000***

Staffing Table

		2019 Authorized	2020 Authorized	2021 Authorized	2022 Authorized
ADMINISTRATIVE SERVICES					
Administration					
Administrative Services Director		*1.000*	*1.000*	*1.000*	*1.000*
Executive Assistant		*1.000*	*1.000*	*1.000*	*1.000*
Administrative Assistant - Mayor and Council		*1.000*	*1.000*	*1.000*	*1.000*
Operations Support Technician II		*1.000*	*1.000*	*0.000*	*0.000*
Administrative Specialist		*0.000*	*0.000*	*1.000*	*1.000*
	Subtotal	*4.000*	*4.000*	*4.000*	*4.000*
Public Information Office					
PIO/Communications Manager		*1.000*	*1.000*	*1.000*	*1.000*
Digital Communications Specialist		*1.000*	*1.000*	*0.000*	*0.000*
Public Information Specialist		*0.000*	*0.000*	*1.000*	*1.000*
	Subtotal	*2.000*	*2.000*	*1.000*	*1.000*
Financial Services					
Finance Manager		*0.000*	*1.000*	*1.000*	*1.000*
Accounting Manager		*1.000*	*0.000*	*0.000*	*0.000*
Accountant		*1.000*	*1.000*	*1.000*	*1.000*
Accounting Technician		*1.000*	*1.000*	*1.000*	*1.000*
Payroll Supervisor		*1.000*	*1.000*	*1.000*	*1.000*
Payroll Technician		*0.000*	*0.500*	*0.500*	*0.500*
Revenue Auditor		*1.000*	*1.000*	*1.000*	*1.000*
Revenue Technician		*1.000*	*1.000*	*1.000*	*1.000*
Licensing Technician		*0.000*	*0.000*	*1.000*	*1.000*
Accounting Supervisor (time limited)		*0.000*	*0.000*	*0.000*	*1.000*
	Subtotal	*6.000*	*6.500*	*7.500*	*8.500*
Human Resources					
Human Resources Manager		*1.000*	*1.000*	*1.000*	*1.000*
SR Human Resources Business Partner		*0.000*	*2.000*	*2.000*	*2.000*
Human Resources Business Partner		*2.000*	*1.000*	*1.000*	*1.000*
Human Resources Technician		*1.000*	*0.000*	*0.000*	*0.000*
	Subtotal	*4.000*	*4.000*	*4.000*	*4.000*
Procurement					
Procurement Manager		*0.000*	*0.000*	*1.000*	*1.000*
Purchasing and Contracting Agent		*1.000*	*1.000*	*0.000*	*0.000*
Procurement Coordinator		*0.000*	*0.000*	*1.000*	*1.000*
Buyer II		*1.000*	*1.000*	*0.000*	*0.000*
	Subtotal	*2.000*	*2.000*	*2.000*	*2.000*
Information Systems					
IT Manager		*1.000*	*1.000*	*1.000*	*1.000*
Network Administrator		*1.000*	*1.000*	*1.000*	*1.000*
Sr. IT Support Technician		*2.000*	*2.000*	*2.000*	*2.000*
GIS Analyst		*1.000*	*1.000*	*1.000*	*1.000*
IT Support Technician		*1.000*	*1.000*	*1.000*	*1.000*
GIS Technician		*0.000*	*0.000*	*0.000*	*1.000*
	Subtotal	*6.000*	*6.000*	*6.000*	*7.000*
	Total	***24.000***	***24.500***	***24.500***	***26.500***

Staffing Table

		2019 Authorized	2020 Authorized	2021 Authorized	2022 Authorized
COMMUNITY DEVELOPMENT					
Administration					
Community Development Director		*1.000*	*1.000*	*1.000*	*1.000*
Administrative Assistant		*1.000*	*1.000*	*1.000*	*1.000*
Vacancy - to be determined based on need		*0.000*	*1.000*	*0.000*	*0.000*
	Subtotal	*2.000*	*3.000*	*2.000*	*2.000*
Planning					
Planning Manager		*1.000*	*1.000*	*1.000*	*1.000*
Senior Planner		*1.000*	*1.000*	*2.000*	*2.000*
Senior Neighborhood Planner		*1.000*	*1.000*	*1.000*	*1.000*
Planner II		*1.000*	*1.000*	*0.000*	*0.000*
Planner I		*1.000*	*1.000*	*1.000*	*1.000*
Neighborhood Engagement Specialist		*0.000*	*1.000*	*1.000*	*1.000*
Plan Reviewer/Inspector (time limited)		*0.000*	*0.000*	*1.000*	*1.000*
Landscape Inspection Program Manager		*0.000*	*0.750*	*0.750*	*0.750*
	Subtotal	*5.000*	*6.750*	*7.750*	*7.750*
Engineering					
Engineering Manager		*0.000*	*1.000*	*1.000*	*1.000*
Civil Engineer II		*0.000*	*3.000*	*3.000*	*3.000*
Stormwater Coordinator		*0.000*	*1.000*	*1.000*	*1.000*
Engineering Technician III		*0.000*	*2.000*	*2.000*	*2.000*
Civil Engineer I (formerly TBD position in Administration)		*0.000*	*0.000*	*1.000*	*1.000*
	Subtotal	*0.000*	*7.000*	*8.000*	*8.000*
	Total	***7.000***	***16.750***	***17.750***	***17.750***
POLICE DEPARTMENT					
Administration					
Chief of Police		*1.000*	*1.000*	*1.000*	*1.000*
Division Chief		*1.000*	*1.000*	*1.000*	*1.000*
Police Sergeant		*1.000*	*1.000*	*1.000*	*1.000*
Program Administrative Coordinator		*0.000*	*0.000*	*1.000*	*1.000*
Administrative Assistant		*2.000*	*2.000*	*0.000*	*0.000*
Administrative Analyst		*0.000*	*0.000*	*1.000*	*1.000*
	Subtotal	*5.000*	*5.000*	*5.000*	*5.000*
Community Services Team					
Community Service Team Supervisor		*1.000*	*1.000*	*1.000*	*1.000*
Community Service Officer - Lead		*1.000*	*1.000*	*1.000*	*1.000*
	Subtotal	*2.000*	*2.000*	*2.000*	*2.000*
Crime Prevention Team					
Police Sergeant		*0.500*	*0.500*	*0.500*	*0.500*
School Resource Officer		*2.000*	*2.000*	*2.000*	*2.000*
Crime Prevention Officer		*0.000*	*0.000*	*1.000*	*1.000*
	Subtotal	*2.500*	*2.500*	*3.500*	*3.500*
Grants					
Police Officer		*1.000*	*1.000*	*1.000*	*1.000*
	Subtotal	*1.000*	*1.000*	*1.000*	*1.000*

Staffing Table

		2019 Authorized	2020 Authorized	2021 Authorized	2022 Authorized
Records Team					
Records Supervisor		*1.000*	*1.000*	*1.000*	*1.000*
Lead Records Management Specialist		*1.000*	*1.000*	*1.000*	*1.000*
Records Management Specialist		*6.000*	*6.000*	*6.000*	*6.000*
	Subtotal	*8.000*	*8.000*	*8.000*	*8.000*
Accreditation & Training					
Accreditation Manager/Training Coordinator		*1.000*	*0.000*	*0.000*	*0.000*
Training and Accreditation Program Manager		*0.000*	*1.000*	*1.000*	*1.000*
	Subtotal	*1.000*	*1.000*	*1.000*	*1.000*
Patrol Operations					
Division Chief		*1.000*	*1.000*	*1.000*	*1.000*
Police Commander		*2.000*	*2.000*	*2.000*	*2.000*
Police Sergeant		*7.000*	*7.000*	*7.000*	*7.000*
Police Officer		*41.000*	*41.000*	*42.000*	*44.000*
	Subtotal	*51.000*	*51.000*	*52.000*	*54.000*
Investigations Bureau					
Police Commander		*1.000*	*1.000*	*1.000*	*1.000*
Police Sergeant		*3.000*	*3.000*	*3.000*	*3.000*
Police Officer		*15.000*	*15.000*	*14.000*	*14.000*
Operations Support Tech III		*2.000*	*0.000*	*0.000*	*0.000*
Investigative Technician		*0.000*	*2.000*	*2.000*	*2.000*
Sr. Evidence Technician		*1.000*	*1.000*	*1.000*	*1.000*
Evidence Technician		*1.000*	*1.000*	*1.000*	*1.000*
Crime Analyst		*1.000*	*1.000*	*1.000*	*1.000*
Property Crimes Detective		*0.000*	*0.000*	*1.000*	*1.000*
	Subtotal	*24.000*	*24.000*	*24.000*	*24.000*
Crash & Traffic Team					
Police Sergeant		*1.000*	*1.000*	*1.000*	*1.000*
Police Officer		*4.000*	*4.000*	*4.000*	*4.000*
	Subtotal	*5.000*	*5.000*	*5.000*	*5.000*
	Total	***99.500***	***99.500***	***101.500***	***103.500***
PUBLIC WORKS DEPARTMENT					
Administration					
Public Works Director		*1.000*	*0.000*	*0.000*	*0.000*
	Subtotal	*1.000*	*0.000*	*0.000*	*0.000*
Engineering					
Engineering Manager		*1.000*	*0.000*	*0.000*	*0.000*
Administrative Assistant		*1.000*	*0.000*	*0.000*	*0.000*
Civil Engineer II		*3.000*	*0.000*	*0.000*	*0.000*
Stormwater Coordinator		*1.000*	*0.000*	*0.000*	*0.000*
Engineering Technician		*6.000*	*0.000*	*0.000*	*0.000*
	Subtotal	*12.000*	*0.000*	*0.000*	*0.000*

Staffing Table

	2019 Authorized	2020 Authorized	2021 Authorized	2022 Authorized
Operations				
Public Works Director	0.000	1.000	1.000	1.000
Operations Manager	1.000	0.000	0.000	0.000
Operations Supervisor	1.000	1.000	1.000	1.000
Administrative Assistant	1.000	2.000	2.000	2.000
Equipment Operator II	3.000	3.000	3.000	3.000
Equipment Operator I	3.000	3.000	3.000	3.000
Maintenance Worker II	5.000	5.000	5.000	6.000
Lead Mechanic	1.000	1.000	1.000	1.000
Mechanic	1.000	1.000	1.000	1.000
Traffic Operations Tech III	1.000	1.000	1.000	1.000
Traffic Operations Tech II	1.000	1.000	1.000	1.000
Civil Engineer II	0.000	1.000	1.000	1.000
Engineering Technician III	0.000	3.000	3.000	3.000
Utility Locates Technician	0.000	0.000	0.000	1.000
Subtotal	18.000	23.000	23.000	25.000
Total	***31.000***	***23.000***	***23.000***	***25.000***
PARKS AND RECREATION				
Administration				
Parks & Recreation Director	1.000	1.000	1.000	1.000
Parks & Recreation Analyst	1.000	0.000	0.000	0.000
Grant & Special Project Administrator	0.000	1.000	1.000	1.000
Subtotal	2.000	2.000	2.000	2.000
Recreation				
Recreation & Facilities Manager	1.000	1.000	1.000	1.000
Marketing Generalist	1.000	1.000	1.000	1.000
Graphic Designer	0.000	0.000	0.000	1.000
Subtotal	2.000	2.000	2.000	3.000
Parks Maintenance				
Parks, Forestry, and Open Space Manager	1.000	1.000	1.000	1.000
Operations Supervisor	2.000	2.000	2.000	2.000
Parks Project Coordinator	1.000	1.000	1.000	1.000
Crew Leader - Parks Maintenance	1.000	2.000	2.000	2.000
Parks Maintenance Worker II	6.000	3.000	3.000	3.000
Parks Maintenance Worker I	2.000	2.000	2.000	2.000
Facility Maintenance Technician	0.000	1.000	0.000	0.000
Operations Support Technician III	1.000	1.000	1.000	1.000
Subtotal	14.000	13.000	12.000	12.000
Forestry				
Forestry Technician	1.000	2.000	2.000	2.000
Forestry Assistant	2.000	0.000	0.000	0.000
Horticulture Technician	1.000	1.000	1.000	1.000
Horticulture Assistant	0.000	1.000	1.000	2.000
Subtotal	4.000	4.000	4.000	5.000
Natural Resources				
Horticulture Technician	1.000	0.000	0.000	0.000
Subtotal	1.000	0.000	0.000	0.000

Staffing Table

		2019 Authorized	2020 Authorized	2021 Authorized	2022 Authorized
Anderson Building					
Recreation Coordinator		0.000	0.500	0.500	0.500
	Subtotal	0.000	0.500	0.500	0.500
Athletics					
Recreation Supervisor		1.000	1.000	1.000	1.000
Recreation Coordinator		1.000	0.500	0.500	0.500
Recreation Leader		0.500	0.500	0.500	0.500
	Subtotal	2.500	2.000	2.000	2.000
General Programs					
Recreation Supervisor		1.000	1.000	1.000	1.000
Recreation Leader		0.500	0.500	0.500	0.500
Recreation Coordinator		1.000	1.000	1.000	1.000
	Subtotal	2.500	2.500	2.500	2.500
Outdoor Pool					
Pool Manager		0.500	0.500	0.500	0.500
	Subtotal	0.500	0.500	0.500	0.500
Active Adult Center					
Recreation Supervisor		1.000	1.000	1.000	1.000
Recreation Coordinator		1.625	1.625	1.625	2.000
Operations Support Technician II		2.000	2.000	2.000	2.000
	Subtotal	4.625	4.625	4.625	5.000
Facilities Maintenance					
Manager of Facility Operations		0.000	1.000	1.000	1.000
Facility Maintenance Supervisor		1.000	1.000	2.000	2.000
Facility Maintenance Technician		0.000	0.000	1.000	1.000
Custodian		0.000	0.000	1.000	1.000
	Subtotal	1.000	2.000	5.000	5.000
Facility Operation					
Facility Operations Supervisor		0.000	1.000	1.000	1.000
Facility Coordinator		0.000	1.000	1.000	1.000
Facility Assistant		0.000	1.500	1.500	1.500
Operations Support Technician III		0.000	1.000	1.000	1.000
Custodian		0.000	1.000	0.000	0.000
Facility Maintenance Supervisor		0.000	1.000	0.000	0.000
	Subtotal	0.000	6.500	4.500	4.500
Aquatics					
Recreation Supervisor		0.000	1.000	1.000	1.000
Recreation Coordinator		0.000	1.000	1.000	1.000
Pool Manager		0.000	1.500	1.500	1.500
	Subtotal	0.000	3.500	3.500	3.500
Fitness					
Recreation Coordinator		0.000	1.000	1.000	1.000
	Subtotal	0.000	1.000	1.000	1.000
	Total	***34.125***	***44.125***	***44.125***	***46.500***
	General Fund Total	**209.875**	**223.625**	**228.875**	**237.250**

Staffing Table

	2019 Authorized	2020 Authorized	2021 Authorized	2022 Authorized
OPEN SPACE FUND				
Forestry & Open Space Supervisor	1.000	0.000	0.000	0.000
Parks Maintenance Worker II	2.000	3.000	3.000	3.000
Parks Maintenance Worker I	5.000	4.000	4.000	4.000
Forestry Assistant	0.000	2.000	2.000	2.000
Open Space Fund Total	**8.000**	**9.000**	**9.000**	**9.000**
CRIME PREVENTION				
Police Sergeant (PD)	0.500	0.500	0.500	0.500
Crime Prevention Officer (PD)	1.000	1.000	1.000	1.000
Community Service Officer - Comm. Services (PD)	6.000	6.000	6.000	6.000
Crime Prevention Fund Total	**7.500**	**7.500**	**7.500**	**7.500**
RECREATION CENTER OPERATIONS FUND				
Facility Operation				
Facility Operations Supervisor	1.000	0.000	0.000	0.000
Facility Coordinator	2.000	0.000	0.000	0.000
Facility Assistant	0.500	0.000	0.000	0.000
Recreation Support Technician	1.000	0.000	0.000	0.000
Custodian	1.000	0.000	0.000	0.000
Facility Maintenance Technician	1.000	0.000	0.000	0.000
Subtotal	6.500	0.000	0.000	0.000
Aquatics				
Recreation Supervisor	1.000	0.000	0.000	0.000
Pool Manager	2.500	0.000	0.000	0.000
Subtotal	3.500	0.000	0.000	0.000
Fitness				
Recreation Coordinator	0.500	0.000	0.000	0.000
Subtotal	0.500	0.000	0.000	0.000
Marketing				
Marketing Generalist	0.500	0.000	0.000	0.000
Subtotal	0.500	0.000	0.000	0.000
Recreation Center Operations Fund Total	**11.000**	**0.000**	**0.000**	**0.000**
Grand Total	**236.375**	**240.125**	**245.375**	**253.750**

5-Year Staffing Plan

	2022	FTE	2023	FTE	2024	FTE	2025	FTE	2026	FTE	TOTAL FTE
ADMINISTRATIVE SERVICES											
	GIS Technician	1.00	Risk Management Coordinator	1.00							
	Accounting Supervisor	1.00									
	Total	2.00	Total	1.00	Total	0.00	Total	0.00			3.00
CITY MANAGER'S OFFICE											
	Total	0.00	Total	0.00	Total	0.00	Total	0.00			0.00
CITY CLERK'S OFFICE											
	Total	0.00	Total	0.00	Total	0.00	Total	0.00			0.00
COMMUNITY DEVELOPMENT											
	Total	0.00	Total	0.00	Total	0.00	Total	0.00			0.00
MUNICIPAL COURT											
	Total	0.00	Total	0.00	Total	0.00	Total	0.00			0.00
PARKS AND RECREATION											
	Active Adult Center Coordinator	0.37	Forestry Supervisor	1.00	Agronomic Technician	1.00	Landscape Project Technician	1.00			
	Graphic Designer	1.00	Parks Maintenance Worker (TOD Site)	1.00	Parks Maintenance Worker	1.00	Parks & Recreation Software Administrator	1.00			
	Horticulture Assistant	1.00									
	Total	2.37	Total	2.00	Total	2.00	Total	2.00			8.37
POLICE DEPARTMENT											
	Patrol Officer (Clear Creek Crossing, TOD)	2.00	Records Technician	1.00	Operations Support Technician	1.00	Training Coordinator	1.00			
			School Resource Officer	1.00	Patrol Coordinator (Civilian)	1.00					
	Total	2.00	Total	2.00	Total	2.00	Total	1.00			7.00
PUBLIC WORKS											
	Utility Locates Technician	1.00	Public Works Maintenance Worker II	1.00	Public Works Operations Manager	1.00	Mechanic	1.00			
	Public Works Maintenance Worker II	1.00	Public Works Equipment Operator I	1.00			Public Works Maintenance Worker II	1.00			
			Public Works Equipment Operator II	1.00							
	Total	2.00	Total	3.00	Total	1.00	Total	2.00			8.00
TOTAL FTE		8.37		8.00		5.00		5.00		0.00	26.37

2022 Fee Schedule

Administrative Services Fees

General Fees

Business License Fee	$20.00	If paid by Jan 31st of 2022
Kennel License Fee	$35.00	
Pawnbroker License Fee	$5,000.00	
Short-term Rental License Fee	$200.00	
Tobacco Product Retail License Fee	$300.00	
Tobacco Product Retail Annual Renewal Fee	$250.00	
Massage Business License Fee	$25.00	
Massage Business Manager License	No Fee	
Electric Vehicle Charging Station Fee	$1.00	Per hour

Liquor Occupation Tax

Class C	All alcohol club	$900.00
Class D	Package store	$650.00
Class E	Drugstore	$600.00
Class F	Beer or wine on premises	$600.00
Class G	Hotel or restaurant	$900.00
Class J-1	3.2 off premises	$700.00
Class J-2	3.2 on premises	$700.00
Class J-3	3.2 off and on premises	$2,200.00
Class T	All alcohol on premises	$1,300.00

Retail Marijuana Annual Operating Fees

Store/Dispensary	$1,500.00
Cultivation	$600.00
Infused Products	$600.00
Testing Lab	$600.00
Transfer of Ownership - New Owners	$500.00
Transfer of Ownership - Reallocation of Ownership	$400.00
Change of Trade Name	$20.00
Change of Location - Within Wheat Ridge	$250.00
Modification of Premises	$50.00

2022 Fee Schedule

Administrative Services Fees (con't)

Medical Marijuana Annual License Fees

Center/Dispensary	$1,000.00	
Cultivation	$1,000.00	/$160.00*
Infused Products	$1,000.00	/$200.00 *
Testing Lab	$600.00	
Transfer of Ownership - New Owners	$500.00	
Transfer of Ownership - Reallocation of Ownership	$400.00	
Change of Trade Name	$20.00	
Change of Location - Within Wheat Ridge	$250.00	
Modification of Premises	$50.00	

** Medical fee reduced for cultivation and infused product on the initial application when applying for a medical center*

2022 Fee Schedule

City Clerk Fees

Copies	N/C	First 10 pages
	$0.25	Additional pages
Copies/Microfilm	$0.25	Per page/no research
Certified copies	$2.00	Per page
Video Copies	$30.00	
Research fees	$0.00	No charge for the first hour
	$33.00	Each additional hour; rounded to ¼ hour
Code of Laws	$125.00	Per copy
Code of Laws binder	$25.00	Each
Liquor/beer code	$20.00	Per copy
NEC Codes	$15.00	Per copy
Printed documents		Actual cost
Code supplements		Actual cost plus shipping
City Charter	$15.00	Per copy
Transcripts of City Council meetings		Not provided by the City
Returned check fee	$26.00	Per check
FAX copies	N/C	
City flags	$105.00	3 x 5 feet
	$125.00	4 x 6 feet

2022 Fee Schedule

City Clerk Fees (con't)

Liquor Licensing Fees		
New Licensing Application	$750.00	
Transfer Application	$750.00	
(New - Per License Type)		
Brewpub	$75.00	
Beer/Wine	$48.75	
Club	$41.25	
Hotel/Restaurant	$75.00	
Tavern	$75.00	
Lodging/Entertainment	$75.00	
Distillery Pub	$75.00	
Vintners Restaurant	$75.00	
Retail Liquor Store	$22.50	
FMB Beer (any type)	$3.75	
License Renewal Fees		
License Renewal Application	$75.00	
(Includes $75 application fee)		
Brewpub	$150.00	
Beer/Wine	$123.75	
Club	$116.25	
Hotel/Restaurant	$150.00	
Tavern	$150.00	
Lodging/Entertainment	$150.00	
Distillery Pub	$150.00	
Vintners Restaurant	$150.00	
Retail Liquor Store	$97.50	
FMB Beer (any type)	$78.50	
Late Renewal Application	$500.00	Up to 90 days past expiration
Additional	$25 per day	After 90 days past expiration
Art Gallery Permit	$103.75	Includes application and permit fee
Temporary Alcohol Permit	$100.00	Transfers only
Change of Location	$750.00	
Modification of Premises	$75.00	
Manager Registration	$75.00	Hotel/Restaurant/Tavern/Lodging
Change of Corp Officer	$100.00	Each New Officer or Member
Special Event Permit - Liquor	$50.00	Per day (Non-Profits, Charitable Orgs.)
Special Event Permit - Beer	$10.00	Per day (Non-Profits, Charitable Orgs.)

2022 Fee Schedule

Public Works Fees

Contractor License		
Class A	$200.00	
Class B	$150.00	
Class C	$125.00	
Development Review Fees		
Processing fee	$100.00	
Single-family/duplex residential review	$50.00	
Commercial/multi-family review	$600.00	Includes first two submittals
Review of existing technical documents	$200.00	
Initial review of technical civil documents	$600.00	Includes first two submittals
Stormwater Management Plan (SWMP) review	$200.00	
O & M Schedule and SMA recording	$100.00	
Trip generation study review	$200.00	
Traffic impact study review (includes two submittals; subsequent reviews subject to resubmittal fees)	$600.00	
Resubmittal Fees		
Third submittal	$300.00	(Half of the initial review fee)
Fourth submittal	$600.00	(Full initial review fee)
All subsequent submittals	$600.00	
Revocable Permit Fees		
Short-term revocable permit	$100.00	
Long-term revocable permit	$125.00	
Right-of-Way Construction Permit Fees		
Processing fee	$100.00	
Inspection fees		
Structures	$80.00	Each
Surface work	$0.30	Per sq. ft ($60 minimum)
Sub-surface work	$0.40	Per sq. ft ($80 minimum)
Boring	$0.40	Per lin. ft ($80 minimum)
Bore Pit	$0.40	Per sq. ft ($80 minimum)
Traffic Signals	$80.00	Each
Street and Pedestrian Light	$125.00	Each
Monitoring wells	$80.00	Per well
Potholes	$25.00	Per pothole
Stormwater compliance	$165.00	Less than one acre
	$350.00	One - 29 acres
	$540.00	30 acres or more
Reinspection	$65.00	Per day
Surcharge for working without a permit	Double fee	($250 minimum)
Permits for work in excess of two million		Inspector wage x 1.5

2022 Fee Schedule

Public Works Fees (con't)

Black & white plots/drawings/aerial photos

Reproductions of plats/drawings	$5.00	24" x 36" sheet
Aerial photo reproductions & plots	$10.00	24" x 36" sheet
Black & white mylar	$20.00	24" x 36" sheet

Color plots/drawings/aerial photos

Reproductions & plots	$2.00	8 1/2" x 11" sheet
Reproductions & plots	$3.00	11" x 17" sheet
Reproductions & plots	$20.00	24" x 36" sheet
Color mylar	$30.00	24" x 36" sheet

Electronic Media

CD-ROM	$5.00	Each plus research time
DVD	$10.00	Each plus research time

Inspection fees will be charged based on actual time expended by inspectors. The estimated permit fee shall be collected at the time of permit application. Should the permit fee exceed the estimated fee, the fee shall be reestimated and collected. Over-estimated fees shall be refunded.

Floodplain Permit - Class I

Fence, less than or equal to 200 feet in length	$100.00
Fence, greater than 200 feet in length	$200.00
Fence, with a break-away design	$500.00
Shed or deck	$100.00
Detached garage	$200.00
Addition to a habitable structure	$800.00
Fill, less than or equal to 500 cubic yards	$800.00
Fill, greater than 500 cubic yards	$2,000.00
Utility Facility	$200.00
Roadway/ Trail	$800.00
Bridge/ Culvert	$1,000.00
Construction of a habitable structure	$1,000.00

All other structures - fee to be determined by estimating processing expenses

Floodplain Permit - Class II

Construction of a habitable structure	$1,000.00
Publication/ Public Notice Fee	$120.00

2022 Fee Schedule

Community Development Planning & Zoning Fees

LAND USE APPLICATION FEES

Pre-application Meeting		$200	
Neighborhood Meeting		$150	if required
Publication/Public Notice		$200	per hearing or rehearing
Annexation	1 acre or less	$1,000	With rezoning, add rezone fees
	Over 1 acre, add	$200	per acre
Concept Plan	1 acre or less	$700	
	Over 1 acre, add	$200	per acre
Conditional Use Permit	Application fee	$200	With site plan, add Site Plan fees
Floodplain Exemption	Class I Special Exemption Permit		
	Fence, £ 200 feet in length	$100	
	Fence, > 200 feet in length	$200	
	Fence with a break-away design	$500	
	Shed or deck	$100	
	Detached garage	$200	
	Addition to a habitable structure	$800	
	Earth fill, £ 500 cubic yards	$800	
	Earth fill, > 500 cubic yards	$2,000	
	All other structures	TBD	Based on processing expenses
	Class II Special Exemption Permit		
	Habitable structure	$1,000	
Planned Building Group	1 acre or less (administrative)*	$700	
	1 acre or less (non-administrative)*	$1,000	
	Over 1 acre, add	$500	per acre
Planned Development	Outline Development Plan		
	1 acre or less	$1,000	
	Over 1 acre, add	$200	per acre
	Specific Development Plan		
	1 acre or less*	$1,000	
	Over 1 acre, add	$500	per acre
	Administrative Amendment		
	1 acre or less*	$500	
	Over 1 acre, add	$200	per acre
	Non-administrative amendments follow ODP/SDP fee schedule		
Rezoning (straight)		$700	

* reduce fee by $300 if it does not include architectural sheets

2022 Fee Schedule

Community Development Planning & Zoning Fees (con't)

Right-of-Way Vacation	if processed separate from plat	$500	
Site Plan	1 acre or less*	$700	
	Over 1 acre, add	$200	per acre
Special Use Permit	Administrative	$200	With site plan, add Site Plan fees
	Non Administrative	$400	With site plan, add Site Plan fees
Subdivision – Administrative		$400	
	Partial right-of-way processing fee	$100	
Subdivision – Minor	Application fee	$700	
	Nonresidential/multifamily, add	$200	per acre
	Single-family/duplex, add	$100	per lot
	Partial right-of-way processing fee	$100	
Subdivision – Major	Application fee	$1,000	
	Nonresidential/multifamily, add	$200	per acre
	Single-family/duplex, add	$100	per lot
Temporary Permit	One-Year – Application fee	$400	
	30-Day – Application fee	$200	
	30-Day – Renewal (only 2 allowed)	$100	Per renewal
Variance	Administrative	$200	
	Non-administrative	$400	

OTHER FEES

Address Change/ Assignment		$25	
Zoning Letters		$25	Per hour (1 hour minimum)
Recording Fees (subject to change per Jeffco)	Plats & Development Plans	$13	First page + $10/additional page
	Boundary Surveys	$20	First page + $10/ additional page
	Other Documents	$13	First page + $5/each additional page
Streetscape Fee-in-Lieu of Construction	SF/Duplex:		based on prevailing costs
	Excavation & Embankment	$7.21	per square yard
	Reconditioning	$1.97	per square yard
	Sidewalk	$43.02	per square yard
	Curb & Gutter	$20.64	per linear foot

Parkland Fee-in-Lieu of dedication

Acreage = (number of proposed dwellings units) x (density factor) x (7.5 acres)/1000 people

Fee = Acreage x 43,56- sf/acre x land value

Type of Residential	Density Factor	Land Value	Per Unit Fee
Single and Multi-Family	2.1	$3.64 / sf	$2,497.29
Urban Renewal Area	1.7	$3.64 / sf	$2,2021.62
Mixed Use Development	1.7	$3.64 / sf	$2,2021.63
Within ½ mile of the transit station	1.7	$3.64 / sf	$2,2021.64
Senior Housing	1.5	$3.64 / sf	$1,783.78

* reduce fee by $300 if it does not include architectural sheets

2022 Fee Schedule

Community Development Building Fees

Building Permit Fees (fees are dependent on valuation amount)

Total Valuation Amount	Fee	
$1.00 to $500.00	$26.50	
$501.00 - $2,000.00	$26.50	First $500 plus $3.40 for each additional $100, or fraction of, to and including $2,000
$2,001.00 - $25,000.00	$77.50	First $2,000 + $15.85 for each additional $1,000, or fraction of, to and including $25,000
$25,001.00 - $50,000.00	$442.05	First $25,000 plus $11.50 for each additional $1,000, or fraction of, to and including $50,000
$50,001.00 - $100,000.00	$729.55	First $50,000 plus $8.05 for each additional $1,000, or fraction of, to and including $100,000
$100,001.00 - $500,000.00	$1,132.05	First $100,000.00 plus $6.45 for each additional $1,000, or fraction of, to and including $500,000
$500,001.00 - $1,000,000.00	$3,712.05	First $500,000 plus $5.50 for each additional $1,000, or fraction of, to and including $1,000,000
$1,000,001.00 and up		First $6,462.05 first $1,000,000 plus $4.10 for each additional $1,000 , or fraction of

Project Specific Fees	Fee
Residential Furnace/Boiler Replacement	$40.00
Residential Water Heater Replacement	$40.00
Residential Evaporative Cooler	$40.00
Residential Air-Conditioning	$60.00
Demolition Permit	$50.00
Residential Window Replacement	$50.00
Residential Hot Tubs	$60.00
Backflow Device for Residential Lawns	$40.00
Residential Solar PV Install	$500.00
Commercial Solar PV Install	$1,000.00

Other Fees	Fee	
Plan review fee		65% of permit fee; due upon submittal
Re-inspection Fee	$60.00	
Inspection outside the normal bus. hours	$60.00	/hr. (min. 2 hours)
Additional review of plans	$60.00	/hr. (min. 2 hours)
Investigative fee (work without a permit)		Equal to the permit fee
Permit card replacement	$25.00	
Permit extension fee		One-half the original permit fee
Use Tax		3% on 60% of the valuation

2022 Fee Schedule

Community Development Building Fees (con't)

Contractor License Fees	Fee
Class 1 - Unlimited General Contractor	$150.00
Class 2 - Limited Commercial Contractor	$125.00
Class 3 - Residential General Contractor	$100.00
Class 4 - Non-Structural Contractor	$75.00
Class 5 - Homeowner	No Fee
Class 6 - Structure Moving	$75.00
Class 7 - Demolition	$75.00
Class 8 - Plumbing	$100.00
Class 9 - Mechanical	$100.00
Class 10 - Electrical	No Fee
Class 11 - Sign Contractor	$75.00
Class 12 - Fire Protection	$75.00
Class 13 - Lawn Sprinkler	$75.00
Class 14 - Roofing	$75.00
Class 15 - Electrical Signal (< than 50 volts)	$75.00

2022 Fee Schedule

Police Department Fees

Address Check	$15.00	First 30 minutes
	$10.00	Each additional 30 minutes
Records Check	$5.00	Per 15 minute increment
Registered Sex Offender List	N/C	
Sex Offender Initial Registration	$75.00	
Annual Renewal	$25.00	
Report Fees	$5.00	Per 15 minute increment
Dispatch Audio or Video Recording	N/A	Contact JeffCom at 303-237-2220
Dog Licensing Fees	$20.00	For each animal, regardless of whether it has been spayed or neutered
Evidence Photos	$5.00	Minimum, depending on the format
Evidence Audio Recordings	$10.00	Minimum, depending on the format
Evidence Video Recordings	$8.00	Minimum, depending on the format
Pawn Shops	$5,000.00	Per year
	$1.00	Per transaction
Bonding Fee	$50.00	
Administration Citation Fees		
First Citation	$150.00	
Second Citation	$250.00	
Third Citation	$500.00	
Administrative Hearing	$100-200	No fee if the citation is dismissed
Administrative Citation Late Fees	$50.00	Plus 20% of outstanding fine for collection costs; plus interest of 10% per annum on unpaid accounts
Body Camera Footage	$30.00	First hour (1 hour minimum)
	$15.00	Each additional 30 minutes

2022 Fee Schedule

Parks and Recreation Fees

Anderson Community Building Gymnasium	$45.00	Per hour
Anderson Community Building Classroom	$35.00	Per hour
Richards Hart Estate	$300/$500	Damage deposit ($500 if alcohol is served)
Available Monday -Sunday 8 am to 11 pm		
Friday evenings & weekend events (Oct.-Apr.)	$135.00	Per hour /six-hour minimum
Friday evenings & weekend events (May-Sept.)	$185.00	Per hour/ six-hour minimum
All-day rental (Oct.-Apr.)	$1,200.00	
All-day rental (May-Sept.)	$1,400.00	
Weekday events (Oct. - Apr.)	$90.00	Per hour/three-hour min.
Weekday events (May-Sept.)	$115.00	Per hour/three-hour min.
Liability insurance fee	$102.00	26- 50 people
(required by City insurance)	$110.00	51-75 people

Outdoor Pool in Anderson Park

Daily Admission	**Resident**	**Non-Resident**
Youth (3-17) & Senior (65+)	$4 to $5	$5 to $6
Adult (18-64)	$6.00	$7.00
10 Visit Pass		
Youth (3-17) & Senior (65+)	$45.00	$54.00
Adult (18-64)	$54.00	$63.00
Season Pass		
Youth (3-17) & Senior (65+)	$74.00	$94.00
Adult (18-64)	$94.00	$114.00
Household of 3	$240.00	$270.00

** $30 to $40 for each additional household member*

Outdoor Pool Pavilion Rental

Available in two hour time slots: 11:30 am - 1:30 pm; 2-4 pm; or 4:30-6:30 pm

Picnic Pavilion	$70.00	Per hour- up to 30 seated/45 Capacity
Shade Sail	$45.00	Per hour- up to 10 capacity

Wheat Ridge Recreation Center

Daily Admission	***Resident***	***Jeffco***	***Non Resident***
Youth 3-17 years	$5.00	$6.00	$7.00
Senior 65 and over	$5.00	$6.00	$7.00
Adult 18 and over	$6.50	$7.50	$8.50

10 Visit Pass (15% off daily admission)	***Resident***	***Jeffco***	***Non Resident***
Youth 3-17 years	$43.00	$51.00	$60.00
Senior 65 and over	$43.00	$51.00	$60.00
Adult 18 and over	$56.00	$64.00	$73.00

2022 Fee Schedule

Parks and Recreation Fees (con't)

Monthly Pass	*Resident*	*Jeffco*	*Non Resident*
Youth (3-17) and Seniors (65+)	$30.00	$36.00	$42.00
Adult	$39.00	$45.00	$51.00
Household of 2	$63.00	$70.00	$80.00
Household of 3	$84.00	$98.00	$112.00

$5 to $10 per month for each additional household member

Annual Pass	*Resident*	*Jeffco*	*Non Resident*
Youth (3-17) and Seniors (65+)	$290.00	$330.00	$370.00
Adult	$390.00	$430.00	$470.00
Household of 2	$630.00	$710.00	$790.00
Household of 3	$820.00	$940.00	$1,060.00

$50 to $75 per pass per year for each additional household member

Annual Pass - Various packages may be available for promotional purposes

Area	Cost	Days Available	Hours Available
Lap pool (nonprofit/per hour/per lane)	$15.00	varies	varies
Lap Pool (private)	$18.00	varies	varies
Aerobics room (per hour)	$45.00	varies	varies
Activity rooms 1 & 2 (per hour)	$35.00	Mon - Thurs	7 am - 10 pm
		Friday	7 am - 6 pm
		Saturday	8 am - 8 pm
		Sunday	11 am - 8 pm
Recreation Center Ballroom (Packages may be available)			
Per hour/per section	$65.00	Mon - Fri	Before 5pm
Per hour/per section	$95.00	Fri eve, Sat, Sun	Fri: 5pm and after; Sat 11 am -midnight; Sun: noon - 8 pm
			Min. 4 hours Rental on Weekends
Three sections/kitchen (Oct-Apr)	$1,800.00	Sat-Sun	Sat: 10 am - midnight; Sun: 11 am - 8 pm
Three sections/kitchen (May-Sept)	$2,000.00	Sat-Sun	Sat: 10 am - midnight; Sun: 11 am - 8 pm
Damage deposit/ per section	$100.00	Sat-Sun	No alcohol
	$300.00		All sections/no alcohol
	$500.00	Fri - Sun	All sections/serving alcohol
Additional Fees			
Kitchen Fee	$75.00		
Liability insurance fee	$110.00		100-150 people
(required by City insurance)	$128.00		151-250 people
Security for events over 100, serving alcohol, and running past 8 PM for Ballroom	$200.00		

Active Adult Center	Cost	Days Available	Hours Available
Prospect Hall (per hour)	$75.00	Mon - Sun	Mon - Fri: 4 - 10 pm; Sat & Sun: 8 am - 10 pm
Security/damage deposit - no alcohol	$100.00		
Security/damage deposit - with alcohol	$200.00		
Arts/Craft room (per hour)	$35.00	Mon - Sun	Mon - Fri: 4 - 10 pm; Sat & Sun: 8 am - 10 pm
Security/damage deposit	$100.00		
Ketner room (per hour)	$35.00	Mon - Sun	Mon - Fri: 4 - 10 pm; Sat & Sun: 8 am - 10 pm
Security/damage deposit	$100.00		

2022 Fee Schedule

Parks and Recreation Fees (con't)

Field Rental Fees	Non-Profit	
All grass field rentals	$50.00	Without lights/ includes one field prep
All grass field rentals	$65.00	With lights/ includes one field prep
Youth baseball and softball fields	$45.00	Without lights/ includes one field prep
Youth baseball and softball fields	$60.00	With lights/ includes one field prep
Additional field prep	$35.00	Each
Anderson Baseball Field	$70.00	Without lights
Anderson Baseball Field	$85.00	With lights

Tournaments:

The following policy and fee structure apply to local youth groups using fields for tournaments within their respective seasons:

*Each group is limited to two tournaments per season

*The hourly field use fee (as listed above) is waived in lieu of a $35 fee for each field prep and a field reservation fee of $8 per hour

Note: any use of fields by local youth groups outside of the approved seasonal date range assigned to each club/sport will incur standard rental rates.

Wheat Ridge Youth Sports Organizations

Includes the following Wheat Ridge organizations: Wheat Ridge area Baseball Association, Wheat Ridge Youth Football, Wheat Ridge Girl's Softball Association, Wheat Ridge Avalanche Soccer, Piranhas Swim Team, Sts. Peter & Paul Athletic Association and Beth Eden Athletics Association.

Players Fees	$25.00	Per player; this reflects a percentage of the cost of facility/field use, maintenance & staff costs for regular league play
Tennis Courts		
Per court	$15.00	Per hour
Greenbelt & Clear Creek Trail		
Approved special interest groups	$50.00	

Special Event Permit Application

Non-Refundable Application Processing Fees	
Tier 1	$150
Tier 2	$100
Tier 3	$50
City Sponsored	No Fee

Park Pavilions

Residents may reserve pavilions beginning January 2; non-residents may reserve pavilions/shelters beginning March 1

Large Park Pavilions			
Anderson Park			100 maximum occupancy
Discovery Park			75 maximum occupancy
Prospect Park			150 maximum occupancy
	Mon - Thurs	$125.00	Residents can reserve before March 1 at discounted rate of $115
	Fri - Sun	$230.00	Residents can reserve before March 1 at discounted rate of $200

Damage Deposits - All Parks	$100.00	Groups of 50 or more persons; refundable

2022 Fee Schedule

Parks and Recreation Fees (con't)

Small Park Pavilions			
Panorama Park			30 maximum occupancy
Randall Park			30 maximum occupancy
Paramount Park			30 maximum occupancy
Fruitdale Park			30 maximum occupancy
	Mon - Thurs	$51.75	Residents can reserve before March 1
	Fri - Sun	$65.00	Residents can reserve before March 1
Parks without Rentable Space			
Hayward Park		N/C	Permit required IF over 25 persons
Johnson Park		N/C	Permit required IF over 25 persons
Apel Bacher Park		N/C	Permit required IF over 25 persons
Damage Deposits - All Parks		$100.00	Groups of 50 or more persons; refundable
Rental Exceptions			
Carnation Festival		N/C	
WR/Arvada Kiwanis		N/C	One-time weekday use of Anderson Pavilion

2022 Fee Schedule

Municipal Court Fees

Audio recordings of Court proceedings to CD	$30.00	Includes up to one hour to search, retrieve, redact, and download audio
	$7.00	Each additional 15 minutes of prep
Copy of animal, civil, general codes, and sales tax files	$15.00	Includes up to 30 minutes to search, retrieve, redact, and copy
	$7.00	Minimum per each additional 15 minute increments
Copy of traffic or parking file	$7.00	Includes up to 15 minutes to search, retrieve, redact, and copy
Copies with no preparation required	$0.25	Per page
Name search	$15.00	Includes up to 30 minutes to search, retrieve, redact, and copy
	$7.00	Minimum per additional 15 minute increments
Research fee, extensive	$30.00	Per hour
Coin Handling Fee	$30.00	Per hour for processing of coins
Transcripts	$3.00	Per page
	$150.00	Minimum deposit required
Associated Case Fees		
Non-injury accident surcharge	$30.00	Minimum fee with Judge discretion to increase
Injury accident	$60.00	Minimum fee with Judge discretion to increase
Court-appointed counsel application	$10.00	Judge may waive
Court costs	$35.00	
Deferred judgment	$75.00	
Deferred prosecution	$75.00	
Juvenile Expungement	No Charge	
Sealing of Record--no conviction	$65.00	
Sealing of Record--convictions	$130.00	

Municipal Court Fees (con't)

Drug/drug paraphernalia destruction fee	$10.00	Municipal Code of Laws: 16-131, 132 & 133
Filing for bonds	$10.00	Judge may waive
Payment plan	$25.00	Annually
Probation fee	$75.00 $150.00	Up to six-month probation Over six-month probation
Stay of execution (SOE)	$25.00	
Witness fee	$5.00	Per civilian witness, if the defendant found guilty at trial or if the defendant fails to appear at trial and witness served
Failure to Appear or Comply Fees		
Bench warrant	$50.00	
Default judgment	$30.00	
Failure to appear	$25.00	
Insufficient funds or returned check	$26.00	
Late fee for parking summons	$15.00	
Officer appearance fee	$30.00	If the defendant fails to appear for trial or is found guilty
Order to show cause	$15.00	
Jury Trial Fees		
Appearance	$3.00	Paid to jurors
Service fee	$6.00	Including appearance fee paid to jurors
Jury deposit	$25.00	Waivable if indigence is proven
Jury trial cost	varies	Cost of jurors who appeared for or served on a jury panel

City Treasurer

01-101

	Account Name/Detailed Explanation	2020 Actual Budget	2021 Adjusted Budget	2021 Estimated Budget	2022 Adopted Budget
602	Staff Salaries & Wages	29,159	29,000	29,000	29,000
604	Deferred Compensation	0	0	0	0
606	Auto Allowance	0	0	0	0
610	Overtime and Premium Pay	0	0	0	0
617	Temporary Personnel - Hourly	0	0	0	0
619	Temporary Personnel - Non Hourly	0	0	0	0
620	FICA Expenses Employer	1,808	1,798	1,798	1,798
625	Medicare Portion FICA	423	420	420	420
630	ICMA Retirement	1,796	1,740	1,740	1,740
640	Outside Personnel Services	0	0	0	0
642	Compensation Adjustments	0	0	0	0
	PERSONNEL SERVICES	**$33,186**	**$32,958**	**$32,958**	**$32,958**
651	Office Supplies	0	150	150	200
654	Photocopy/Printing	0	0	0	0
655	Postage	0	0	0	0
	MATERIALS & SUPPLIES	**$0**	**$150**	**$150**	**$200**
702	Conference/Meeting	0	500	500	500
704	Contractual Services	0	0	0	0
706	Dues/Books/Subscriptions	0	0	0	50
716	Legislative Membership	0	0	0	0
723	Tuition Reimbursement	0	0	0	0
726	Recruitment & Advertisement	0	0	0	0
728	Training	0	0	0	0
730	Uniforms & Protective Clothing	0	0	0	0
740	Auto Mileage Reimbursement	0	0	0	0
741	Uniform Allowance	0	0	0	0
750	Professional Service	0	0	0	1,000
758	Rentals and Leases	0	0	0	0
759	Telephone Expense	0	0	0	0
780	Outside Agency Contributions	0	1,500	1,500	1,500
799	Miscellaneous Services and Charges	0	0	0	0
	OTHER SERVICES & CHARGES	**$0**	**$2,000**	**$2,000**	**$3,050**
800	Office Furniture & Equipment	0	0	0	0
802	Office Equipment	0	0	0	0
806	Software	0	0	0	0
	CAPITAL OUTLAY	**$0**	**$0**	**$0**	**$0**
	DEPARTMENT ACCOUNT TOTALS:	**$33,186**	**$35,108**	**$35,108**	**$36,208**

General Government - Legislative Services

01-102

	Account Name/Detailed Explanation	2020 Actual Budget	2021 Adjusted Budget	2021 Estimated Budget	2022 Adopted Budget
602	Staff Salaries & Wages	0	0	0	0
604	Deferred Compensation	0	0	0	0
606	Auto Allowance	0	0	0	0
610	Overtime and Premium Pay	0	25,500	25,500	25,500
617	Temporary Personnel - Hourly	0	0	0	0
619	Temporary Personnel - Non Hourly	67,680	67,680	67,680	110,400
620	FICA Expenses Employer	3,563	4,193	4,193	6,606
625	Medicare Portion FICA	833	978	978	1,544
630	ICMA Retirement	98	0	0	0
640	Outside Personnel Services	0	0	0	0
642	Compensation Adjustments	0	0	0	0
	PERSONNEL SERVICES	**$72,173**	**$98,351**	**$98,351**	**$144,050**
651	Office Supplies	292	600	400	600
654	Photocopy/Printing	0	500	400	500
655	Postage	0	0	0	0
660	Operating Supplies	74	450	450	450
	MATERIALS & SUPPLIES	**$366**	**$1,550**	**$1,250**	**$1,550**
702	Conference/Meeting	10,580	19,600	19,950	41,900
704	Contractual Services	0	0	0	0
706	Dues/Books/Subscriptions	2,510	2,600	2,510	2,600
712	Annual Appreciation Dinner	3,497	6,000	6,000	6,000
716	Legislative Membership	36,141	36,172	35,822	36,957
723	Tuition Reimbursement	0	0	0	0
728	Training	0	0	0	0
740	Auto Mileage Reimbursement	133	1,000	250	1,000
750	Professional Service	54,248	75,000	75,000	125,000
758	Rentals and Leases	0	0	0	0
759	Telephone Expense	0	0	0	0
780	Outside Agency Contributions	174,608	154,450	154,450	158,950
798	Management Contingency	0	0	0	0
799	Miscellaneous Services and Charges	70	2,000	2,000	2,500
	OTHER SERVICES & CHARGES	**$281,787**	**$296,822**	**$295,982**	**$374,907**
800	Office Furniture & Equipment	0	0	0	0
802	Office Equipment	0	0	0	0
809	Other Major Equipment	0	0	0	0
	CAPITAL OUTLAY	**$0**	**$0**	**$0**	**$0**
	DEPARTMENT ACCOUNT TOTALS:	**$354,327**	**$396,723**	**$395,583**	**$520,507**

Administrative Services - Finance

01-103

	Account Name/Detailed Explanation	2020 Actual Budget	2021 Adjusted Budget	2021 Estimated Budget	2022 Adopted Budget
602	Staff Salaries & Wages	392,717	454,298	428,094	583,770
604	Deferred Compensation	0	0	0	0
606	Auto Allowance	0	0	0	0
610	Overtime and Premium Pay	317	0	200	0
617	Temporary Personnel - Hourly	0	0	0	0
619	Temporary Personnel - Non Hourly	0	0	0	0
620	FICA Expenses Employer	23,866	26,102	26,333	36,100
625	Medicare Portion FICA	5,582	6,124	6,159	8,430
630	ICMA Retirement	24,298	25,347	25,543	34,966
640	Outside Personnel Services	0	0	0	0
642	Compensation Adjustments	0	0	0	0
	PERSONNEL SERVICES	**$446,778**	**$511,871**	**$486,329**	**$663,266**
651	Office Supplies	957	500	500	500
654	Photocopy/Printing	336	525	0	525
655	Postage	2,826	5,240	3,900	3,900
660	Operating Supplies	137	750	750	750
	MATERIALS & SUPPLIES	**$4,257**	**$7,015**	**$5,150**	**$5,675**
702	Conference/Meeting	2,240	3,320	2,375	3,320
704	Contractual Services	107,010	78,148	79,531	47,064
706	Dues/Books/Subscriptions	902	1,644	1,200	1,200
712	Annual Appreciation Dinner	0	0	0	0
716	Legislative Membership	0	0	0	0
723	Tuition Reimbursement	0	0	0	0
728	Training	455	988	1,440	1,775
740	Auto Mileage Reimbursement	26	250	125	120
750	Professional Service	36,280	41,000	41,000	47,500
758	Rentals and Leases	0	0	0	0
759	Telephone Expense	0	0	0	0
780	Outside Agency Contributions	0	0	0	0
784	Jeffco Treasurer Collection Fees	11,205	11,500	11,500	12,000
799	Miscellaneous Services and Charges	16,037	17,328	16,719	17,844
	OTHER SERVICES & CHARGES	**$174,155**	**$154,178**	**$153,890**	**$130,823**
800	Office Furniture & Equipment	0	0	0	0
802	Office Equipment	0	0	0	0
809	Other Major Equipment	0	0	0	0
	CAPITAL OUTLAY	**$0**	**$0**	**$0**	**$0**
	DEPARTMENT ACCOUNT TOTALS:	**$625,190**	**$673,064**	**$645,369**	**$799,764**

City Manager's Office - Economic Development

01-105

	Account Name/Detailed Explanation	2020 Actual Budget	2021 Adjusted Budget	2021 Estimated Budget	2022 Adopted Budget
602	Staff Salaries & Wages	113,824	112,902	112,902	116,611
604	Deferred Compensation	0	0	0	0
606	Auto Allowance	0	0	0	0
607	Cell Phone	0	0	0	0
617	Temporary Personnel - Hourly	0	0	0	0
619	Temporary Personnel - Non Hourly	0	0	0	0
620	FICA Expenses Employer	6,564	7,000	7,000	7,230
625	Medicare Portion FICA	1,535	1,637	1,637	1,687
630	ICMA Retirement	6,928	6,775	6,775	6,975
640	Outside Personnel Services	0	0	0	0
642	Compensation Adjustments	0	0	0	0
	PERSONNEL SERVICES	**$128,852**	**$128,314**	**$128,314**	**$132,503**
651	Office Supplies	99	100	100	100
654	Photocopy/Printing	0	1,500	1,500	1,500
655	Postage	0	1,500	1,500	3,500
660	Operating Supplies	0	7,750	7,750	7,750
	MATERIALS & SUPPLIES	**$99**	**$10,850**	**$10,850**	**$12,850**
702	Conference/Meeting	1,056	1,680	1,500	5,180
704	Contractual Services	9,101	5,000	5,000	1,000
706	Dues/Books/Subscriptions	7,701	6,985	5,235	8,035
710	Marketing and Sponsorships	251,868	241,450	230,000	273,450
714	Legal & Publishing	0	0	0	0
718	TIF- Wheat Ridge Urban Renewal Authority	915,654	698,925	964,235	1,016,400
719	Economic Development Incentive	0	35,000	5,000	35,000
720	Economic Development - WRURA	300,000	251,168	0	300,000
721	NRS Implementation	219,470	301,000	280,000	280,000
728	Training	0	0	0	0
740	Auto Mileage Reimbursement	190	1,500	500	1,000
750	Professional Service	16,600	22,600	18,000	18,600
798	Management Contingent	0	0	0	0
799	Miscellaneous Services and Charges	0	0	0	0
	OTHER SERVICES & CHARGES	**$1,721,639**	**$1,565,308**	**$1,509,470**	**$1,938,665**
892	Neighborhood Revitalization	0	60,000	0	0
	CAPITAL OUTLAY	**$0**	**$60,000**	**$0**	**$0**
	DEPARTMENT ACCOUNT TOTALS:	**$1,850,590**	**$1,764,472**	**$1,648,634**	**$2,084,018**

City Manager's Office - City Manager

01-106

	Account Name/Detailed Explanation	2020 Actual Budget	2021 Adjusted Budget	2021 Estimated Budget	2022 Adopted Budget
602	Staff Salaries & Wages	313,263	387,274	387,274	433,383
604	Deferred Compensation	20,079	19,218	19,218	22,624
606	Auto Allowance	3,600	3,600	3,600	3,600
607	Cell Phone Allowance	600	600	600	600
610	Overtime and Premium Pay	0	0	0	0
617	Temporary Personnel - Hourly	0	0	0	0
619	Temporary Personnel - Non Hourly	0	0	0	0
620	FICA Expenses Employer	15,692	19,820	19,820	22,031
625	Medicare Portion FICA	4,608	5,591	5,591	6,354
630	ICMA Retirement	13,074	11,206	11,206	12,828
640	Outside Personnel Services	0	0	0	0
642	Compensation Adjustments	0	15,782	0	0
	PERSONNEL SERVICES	**$370,916**	**$463,091**	**$447,309**	**$501,420**
651	Office Supplies	19	250	100	100
654	Photocopy/Printing	0	0	0	0
660	Operating Supplies	0	16,500	11,500	45,000
	MATERIALS & SUPPLIES	**$19**	**$16,750**	**$11,600**	**$45,100**
702	Conference/Meeting	5,281	10,760	6,500	18,260
704	Contractual Services	7,870	39,030	39,030	0
706	Dues/Books/Subscriptions	545	2,460	0	3,010
712	Annual Appreciation Dinner	0	0	0	0
726	Recruitment & Advertising	0	0	0	0
728	Training	0	1,000	500	3,000
740	Auto Mileage Reimbursement	48	1,250	1,250	1,750
750	Professional Service	1,879	20,470	20,000	21,000
758	Rentals and Leases	0	0	0	0
759	Telephone Expense	0	0	0	0
780	Outside Agency Contributions	0	0	0	0
798	Management Contingency	17,444	127,832	127,832	100,000
799	Miscellaneous Services and Charges	0	36,500	36,500	49,700
	OTHER SERVICES & CHARGES	**$33,066**	**$239,302**	**$231,612**	**$196,720**
802	Office Furniture & Equipment	0	0	0	0
809	Other Major Equipment	0	0	0	0
	CAPITAL OUTLAY	**$0**	**$0**	**$0**	**$0**
	DEPARTMENT ACCOUNT TOTALS:	**$404,001**	**$719,143**	**$690,521**	**$743,240**

General Government - City Attorney

01-107

	Account Name/Detailed Explanation	2020 Actual Budget	2021 Adjusted Budget	2021 Estimated Budget	2022 Adopted Budget
602	Staff Salaries & Wages	0	0	0	0
604	Deferred Compensation	0	0	0	0
606	Auto Allowance	0	0	0	0
610	Overtime and Premium Pay	0	0	0	0
617	Temporary Personnel - Hourly	0	0	0	0
619	Temporary Personnel - Non Hourly	0	0	0	0
620	FICA Expenses Employer	0	0	0	0
625	Medicare Portion FICA	0	0	0	0
630	ICMA Retirement	0	0	0	0
640	Outside Personnel Services	0	0	0	0
642	Compensation Adjustments	0	0	0	0
	PERSONNEL SERVICES	**$0**	**$0**	**$0**	**$0**
651	Office Supplies	0	0	0	0
654	Photocopy/Printing	0	0	0	0
660	Operating Supplies	0	0	0	0
	MATERIALS & SUPPLIES	**$0**	**$0**	**$0**	**$0**
702	Conference/Meeting	0	0	0	0
704	Contractual Services	82,800	85,000	85,000	90,000
706	Dues/Books/Subscriptions	0	0	0	0
714	Legal & Publishing	0	0	0	0
721	NRS Implementation	0	0	0	0
728	Training	0	0	0	0
740	Auto Mileage Reimbursement	0	0	0	0
750	Professional Service	278,746	289,200	289,200	340,000
758	Rentals and Leases	0	0	0	0
759	Telephone Expense	0	0	0	0
780	Outside Agency Contributions	0	0	0	0
798	Management Contingency	0	0	0	0
799	Miscellaneous Services and Charges	0	0	0	0
	OTHER SERVICES & CHARGES	**$361,546**	**$374,200**	**$374,200**	**$430,000**
802	Office Furniture & Equipment	0	0	0	0
809	Other Major Equipment	0	0	0	0
	CAPITAL OUTLAY	**$0**	**$0**	**$0**	**$0**
	DEPARTMENT ACCOUNT TOTALS:	**$361,546**	**$374,200**	**$374,200**	**$430,000**

City Clerk's Office

01-108

	Account Name/Detailed Explanation	2020 Actual Budget	2021 Adjusted Budget	2021 Estimated Budget	2022 Adopted Budget
602	Staff Salaries & Wages	86,064	86,525	86,441	90,941
604	Deferred Compensation	0	0	0	0
606	Auto Allowance	0	0	0	0
610	Overtime and Premium Pay	3,152	0	2,000	500
617	Temporary Personnel - Hourly	0	0	0	0
619	Temporary Personnel - Non Hourly	0	0	0	0
620	FICA Expenses Employer	5,288	5,456	5,359	5,609
625	Medicare Portion FICA	1,237	1,255	1,253	1,313
630	ICMA Retirement	5,362	5,191	5,186	5,436
640	Outside Personnel Services	0	0	0	0
642	Compensation Adjustments	0	0	0	0
	PERSONNEL SERVICES	**$101,103**	**$98,427**	**$100,239**	**$103,799**
651	Office Supplies	508	1,000	500	1,000
654	Photocopy/Printing	0	0	0	0
655	Postage	0	0	0	0
660	Operating Supplies	0	0	0	0
	MATERIALS & SUPPLIES	**$508**	**$1,000**	**$500**	**$1,000**
702	Conference/Meeting	1,159	1,500	1,500	3,000
704	Contractual Services	0	0	0	0
706	Dues/Books/Subscriptions	453	700	700	700
708	Election Expense	9,290	14,000	14,000	14,000
714	Legal & Publishing	12,005	16,000	12,188	16,000
715	Recording Fees	2,839	3,000	3,500	3,500
721	NRS Implementation	0	0	0	0
728	Training	328	1,000	13,000	13,000
740	Auto Mileage Reimbursement	0	500	500	500
750	Professional Service	16,011	37,000	37,000	33,000
758	Rentals and Leases	0	0	0	0
759	Telephone Expense	0	0	0	0
798	Management Contingency	0	0	0	0
799	Miscellaneous Services and Charges	0	0	0	0
	OTHER SERVICES & CHARGES	**$42,086**	**$73,700**	**$82,388**	**$83,700**
800	Office Furniture & Equipment	0	0	0	0
802	Office Equipment	0	0	0	0
809	Other Major Equipment	0	0	0	0
	CAPITAL OUTLAY	**$0**	**$0**	**$0**	**$0**
	DEPARTMENT ACCOUNT TOTALS:	**$143,696**	**$173,127**	**$183,127**	**$188,499**

Municipal Court

01-109

	Account Name/Detailed Explanation	2020 Actual Budget	2021 Adjusted Budget	2021 Estimated Budget	2022 Adopted Budget
602	Staff Salaries & Wages	667,711	679,202	600,000	884,141
604	Deferred Compensation	10,921	10,808	10,808	10,808
606	Auto Allowance	0	0	0	0
607	Cell Phone Allowance	600	600	600	600
610	Overtime and Premium Pay	1,031	6,720	4,500	4,500
617	Temporary Personnel - Hourly	7,966	12,000	11,200	6,000
619	Temporary Personnel - Non Hourly	14,419	17,200	17,000	17,200
620	FICA Expenses Employer	40,277	43,140	43,140	55,731
625	Medicare Portion FICA	9,602	10,432	10,432	13,219
630	ICMA Retirement	31,834	31,849	31,849	43,746
640	Outside Personnel Services	21,907	32,400	32,400	0
642	Compensation Adjustments	0	0	0	0
	PERSONNEL SERVICES	**$806,268**	**$844,351**	**$761,929**	**$1,035,945**
651	Office Supplies	2,010	3,000	2,250	2,800
654	Photocopy/Printing	0	500	0	500
655	Postage	0	0	0	0
660	Operating Supplies	9,069	14,600	14,600	16,700
	MATERIALS & SUPPLIES	**$11,079**	**$18,100**	**$16,850**	**$20,000**
702	Conference/Meeting	1,212	5,700	4,700	7,700
704	Contractual Services	791	6,875	5,000	1,800
706	Dues/Books/Subscriptions	1,637	1,765	1,765	2,160
708	Election Expense	0	0	0	0
714	Legal & Publishing	0	0	0	0
715	Recording Fees	0	0	0	0
721	NRS Implementation	0	0	0	0
728	Training	0	500	500	750
732	Witness & Juror Fees	105	1,400	800	1,000
740	Auto Mileage Reimbursement	198	400	400	400
750	Professional Service	15,211	27,500	20,000	24,000
758	Rentals and Leases	0	0	0	0
759	Telephone Expense	0	0	0	0
798	Management Contingency	0	0	0	0
799	Miscellaneous Services and Charges	0	0	0	10,000
	OTHER SERVICES & CHARGES	**$19,153**	**$44,140**	**$33,165**	**$47,810**
802	Office Furniture & Equipment	2,798	0	0	3,000
809	Other Major Equipment	0	0	0	0
	CAPITAL OUTLAY	**$2,798**	**$0**	**$0**	**$3,000**
	DEPARTMENT ACCOUNT TOTALS:	**$839,299**	**$906,591**	**$811,944**	**$1,106,755**

Administrative Services - Administration

01-111

	Account Name/Detailed Explanation	2020 Actual Budget	2021 Adjusted Budget	2021 Estimated Budget	2022 Adopted Budget
602	Staff Salaries & Wages	298,695	307,382	300,000	319,228
604	Deferred Compensation	10,174	10,074	10,427	10,500
606	Auto Allowance	3,600	3,600	3,600	3,600
607	Cell Phone Allowance	600	600	600	600
610	Overtime and Premium Pay	154	0	0	0
617	Temporary Personnel - Hourly	0	0	0	0
619	Temporary Personnel - Non Hourly	0	0	0	0
620	FICA Expenses Employer	17,785	18,356	17,000	20,291
625	Medicare Portion FICA	4,315	4,457	4,000	4,784
630	ICMA Retirement	10,708	9,846	9,000	10,616
640	Outside Personnel Services	0	0	0	0
642	Compensation Adjustments	0	0	0	16,000
	PERSONNEL SERVICES	**$346,030**	**$354,315**	**$344,627**	**$385,619**
651	Office Supplies	626	1,000	750	1,000
654	Photocopy/Printing	0	0	0	0
655	Postage	0	0	0	0
660	Operating Supplies	184	1,100	1,100	1,200
	MATERIALS & SUPPLIES	**$810**	**$2,100**	**$1,850**	**$2,200**
702	Conference/Meeting	3,895	5,200	5,200	5,275
704	Contractual Services	0	0	0	0
706	Dues/Books/Subscriptions	1,887	5,296	5,241	2,599
714	Legal & Publishing	0	0	0	0
715	Recording Fees	0	0	0	0
728	Training	185	2,000	1,000	2,000
732	Witness & Juror Fees	0	0	0	0
740	Auto Mileage Reimbursement	138	200	150	200
750	Professional Service	2,956	300	500	500
755	Computer Software	0	0	0	0
759	Telephone Expense	0	0	0	0
776	Other Equipment Maintenance	0	0	0	0
798	Management Contingency	0	0	0	0
799	Miscellaneous Services and Charges	0	0	0	0
	OTHER SERVICES & CHARGES	**$9,061**	**$12,996**	**$12,091**	**$10,574**
802	Office Furniture & Equipment	0	0	0	0
809	Other Major Equipment	0	0	0	0
	CAPITAL OUTLAY	**$0**	**$0**	**$0**	**$0**
	DEPARTMENT ACCOUNT TOTALS:	**$355,901**	**$369,411**	**$358,568**	**$398,393**

Administrative Services - Human Resources

01-112

	Account Name/Detailed Explanation	2020 Actual Budget	2021 Adjusted Budget	2021 Estimated Budget	2022 Adopted Budget
602	Staff Salaries & Wages	361,967	369,160	373,087	386,087
604	Deferred Compensation	0	0	0	0
610	Overtime and Premium Pay	21	0	0	0
617	Temporary Personnel - Hourly	0	0	0	0
619	Temporary Personnel - Non Hourly	0	0	0	0
620	FICA Expenses Employer	21,492	22,566	23,131	23,931
621	Workers' Compensation	0	0	0	0
623	Unemployment Insurance	25,647	15,000	24,000	15,000
625	Medicare Portion FICA	5,026	5,613	5,410	5,560
630	ICMA Retirement	21,647	22,150	22,385	23,135
642	Compensation Adjustments	0	0	0	0
	PERSONNEL SERVICES	**$435,801**	**$434,489**	**$448,013**	**$453,713**
651	Office Supplies	203	2,500	2,000	2,500
654	Photocopy/Printing	0	200	0	0
655	Postage	0	0	0	0
660	Operating Supplies	0	0	0	0
	MATERIALS & SUPPLIES	**$203**	**$2,700**	**$2,000**	**$2,500**
702	Conference/Meeting	712	2,300	2,300	2,300
704	Contractual Services	500	500	800	500
706	Dues/Books/Subscriptions	5,249	10,070	10,070	10,070
712	Employee Functions	38,327	37,000	45,000	52,000
724	Pre-Employment Physicals	16,313	56,500	42,000	55,000
726	Recruitment & Advertising	3,352	13,500	15,000	26,000
728	Training	6,576	23,010	6,000	13,020
729	Safety	18,994	18,737	18,737	21,037
731	Wellness Program	7,467	27,100	27,100	27,100
740	Auto Mileage Reimbursement	40	1,000	500	1,000
750	Professional Service	49,783	65,500	65,500	67,000
776	Other Equip Maintenance	0	0	0	0
797	Vacation Accrual Cash-Out	0	0	0	0
	OTHER SERVICES & CHARGES	**$147,313**	**$255,217**	**$233,007**	**$275,027**
802	Office Furniture & Equipment	0	0	0	0
809	Other Major Equipment	0	0	0	0
	CAPITAL OUTLAY	**$0**	**$0**	**$0**	**$0**
	DEPARTMENT ACCOUNT TOTALS:	**$583,317**	**$692,406**	**$683,020**	**$731,240**

Administrative Services - Public Information

01-113

	Account Name/Detailed Explanation	2020 Actual Budget	2021 Adjusted Budget	2021 Estimated Budget	2022 Adopted Budget
602	Staff Salaries & Wages	162,136	165,021	160,814	169,514
604	Deferred Compensation	0	0	0	0
606	Auto Allowance	0	0	0	0
607	Cell Phone Allowance/ I Pad Allowance	0	0	0	0
610	Overtime and Premium Pay	0	0	0	0
617	Temporary Personnel - Hourly	0	0	0	26,000
619	Temporary Personnel - Non Hourly	0	0	0	0
620	FICA Expenses Employer	9,987	10,231	9,920	10,480
625	Medicare Portion FICA	2,336	2,393	2,320	2,454
630	ICMA Retirement	9,730	9,901	9,600	9,878
640	Outside Personnel Services	0	0	0	0
642	Compensation Adjustments	0	0	0	0
	PERSONNEL SERVICES	**$184,188**	**$187,546**	**$182,654**	**$218,326**
651	Office Supplies	29	500	100	500
654	Photocopy/Printing	0	500	500	500
655	Postage	0	0	0	0
660	Operating Supplies	0	0	0	0
	MATERIALS & SUPPLIES	**$29**	**$1,000**	**$600**	**$1,000**
702	Conference/Meeting	507	2,000	2,000	4,500
704	Contractual Services	41,724	40,017	40,017	43,017
706	Dues/Books/Subscriptions	9,377	8,214	8,214	8,854
714	Legal & Publishing	0	0	0	0
715	Recording Fees	0	0	0	0
728	Training	0	0	0	0
732	Witness & Juror Fees	0	0	0	0
740	Auto Mileage Reimbursement	0	1,000	500	1,000
750	Professional Service	41,191	47,300	47,300	67,300
755	Computer Software	85,622	85,610	51,921	18,345
759	Telephone Expense	0	0	0	0
776	Other Equipment Maintenance	0	0	0	0
798	Management Contingency	0	0	0	0
799	Miscellaneous Services and Charges	0	0	0	0
	OTHER SERVICES & CHARGES	**$178,422**	**$184,141**	**$149,952**	**$143,016**
802	Office Furniture & Equipment	0	0	0	0
809	Other Major Equipment	0	0	0	0
	CAPITAL OUTLAY	**$0**	**$0**	**$0**	**$0**
	DEPARTMENT ACCOUNT TOTALS:	**$362,639**	**$372,687**	**$333,206**	**$362,342**

Administrative Services - Procurement

01-116

	Account Name/Detailed Explanation	2020 Actual Budget	2021 Adjusted Budget	2021 Estimated Budget	2022 Adopted Budget
602	Staff Salaries & Wages	105,148	117,951	117,820	154,129
604	Deferred Compensation	0	0	0	0
606	Auto Allowance	0	0	0	0
610	Overtime and Premium Pay	0	0	0	0
617	Temporary Personnel - Hourly	0	0	0	0
619	Temporary Personnel - Non Hourly	0	0	0	0
620	FICA Expenses Employer	6,317	7,313	7,305	9,508
623	Unemployment Insurance	0	0	0	0
625	Medicare Portion FICA	1,477	1,711	2,096	2,227
630	ICMA Retirement	6,084	7,077	7,070	9,208
640	Outside Personnel Services	0	0	0	0
642	Compensation Adjustments	0	0	0	0
	PERSONNEL SERVICES	**$119,026**	**$134,052**	**$134,291**	**$175,072**
651	Office Supplies	0	750	750	500
654	Photocopy/Printing	391	0	0	0
655	Postage	0	0	0	0
660	Operating Supplies	0	0	0	200
	MATERIALS & SUPPLIES	**$391**	**$750**	**$750**	**$700**
702	Conference/Meeting	75	600	600	4,100
704	Contractual Services	0	0	0	0
706	Dues/Books/Subscriptions	955	4,250	1,600	1,600
712	Employee Functions	0	0	0	0
723	Tuition Reimbursement	0	0	0	0
728	Training	0	2,100	2,100	3,000
740	Auto Mileage Reimbursement	25	750	400	750
750	Professional Service	0	0	0	0
759	Telephone Expense	0	0	0	
776	Other Equipment Maintenance/Repair	0	200	200	200
797	Vacation Accrual Cash-Out	0	0	0	0
798	Management Contingency	0	0	0	0
799	Miscellaneous Services and Charges	0	0	0	0
	OTHER SERVICES & CHARGES	**$1,055**	**$7,900**	**$4,900**	**$9,650**
802	Office Furniture & Equipment	0	0	0	0
809	Other Major Equipment	0	0	0	0
	CAPITAL OUTLAY	**$0**	**$0**	**$0**	**$0**
	DEPARTMENT ACCOUNT TOTALS:	**$120,472**	**$142,702**	**$139,941**	**$185,422**

Administrative Services - Information Technology

01-117

	Account Name/Detailed Explanation	2020 Actual Budget	2021 Adjusted Budget	2021 Estimated Budget	2022 Adopted Budget
602	Staff Salaries & Wages	532,409	540,720	530,363	613,363
604	Deferred Compensation	0	0	0	0
606	Auto Allowance	0	0	0	0
610	Overtime and Premium Pay	4,957	11,000	7,500	10,000
614	Standby Pay	18,864	15,500	19,500	19,500
617	Temporary Personnel - Hourly	0	0	0	0
620	FICA Expenses Employer	33,562	33,524	33,625	37,911
625	Medicare Portion FICA	7,849	7,840	8,065	8,882
630	ICMA Retirement	33,152	32,444	33,380	36,722
640	Outside Personnel Services	0	0	0	0
642	Compensation Adjustments	0	0	0	0
	PERSONNEL SERVICES	**$630,793**	**$641,028**	**$632,433**	**$726,378**
651	Office Supplies	0	0	0	0
654	Photocopy/Printing	0	0	0	0
655	Postage	0	0	0	0
660	Operating Supplies	16,789	14,050	14,050	14,050
	MATERIALS & SUPPLIES	**$16,789**	**$14,050**	**$14,050**	**$14,050**
702	Conference/Meeting	898	2,000	1,850	6,500
704	Contractual Services	0	0	0	0
706	Dues/Books/Subscriptions	5,500	5,300	5,300	5,300
728	Training	0	15,250	10,250	26,500
740	Auto Mileage Reimbursement	71	900	900	900
750	Professional Service	54,463	150,740	150,740	68,670
755	Computer Software	0	0	0	0
759	Telephone Expense	352,271	304,200	304,200	307,800
774	Facility Repair & Maintenance	0	0	0	0
776	Other Equipment Maintenance	544,512	639,100	624,100	721,401
799	Miscellaneous Services and Charges	0	0	0	0
	OTHER SERVICES & CHARGES	**$957,716**	**$1,117,490**	**$1,097,340**	**$1,137,071**
802	Office Furniture & Equipment	28,941	30,175	30,175	17,975
803	Tools and Work Equipment	0	0	0	0
806	Computer Software	6,789	2,000	2,000	33,000
808	Capital Leases	52,654	60,000	62,000	62,000
809	Other Major Equipment	106,889	291,100	277,576	245,544
	CAPITAL OUTLAY	**$195,273**	**$383,275**	**$371,751**	**$358,519**
	DEPARTMENT ACCOUNT TOTALS:	**$1,800,571**	**$2,155,843**	**$2,115,574**	**$2,236,018**

Parks and Recreation - Facilities Maintenance

01-118

	Account Name/Detailed Explanation	2020 Actual Budget	2021 Adjusted Budget	2021 Estimated Budget	2022 Adopted Budget
602	Staff Salaries & Wages	104,967	327,031	300,054	337,473
604	Deferred Compensation	0	0	0	0
606	Auto Allowance	0	0	0	0
610	Overtime and Premium Pay	11,826	27,065	14,856	27,065
614	Standby Pay	8,952	24,973	11,913	24,973
617	Temporary Personnel - Hourly	0	76,530	98,280	122,283
620	FICA Expenses Employer	7,450	29,842	33,690	30,164
623	Unemployment Insurance	0	0	0	0
625	Medicare Portion FICA	1,742	6,980	7,879	7,062
630	ICMA Retirement	7,021	19,623	19,203	20,239
640	Outside Personnel Services	0	0	0	0
642	Compensation Adjustments	0	0	0	0
	PERSONNEL SERVICES	**$141,958**	**$512,044**	**$485,875**	**$569,259**
651	Office Supplies	0	300	150	300
654	Photocopy/Printing	0	0	0	0
655	Postage	0	0	0	0
660	Operating Supplies	36,482	43,025	36,000	88,935
	MATERIALS & SUPPLIES	**$36,482**	**$43,325**	**$36,150**	**$89,235**
702	Conference/Meeting	0	0	0	0
704	Contractual Services	51,192	67,831	55,000	100,368
706	Dues/Books/Subscriptions	0	0	0	0
728	Training	0	0	0	0
730	Uniforms & Protective Clothing	673	2,760	2,500	2,760
740	Mileage	0	965	0	965
750	Professional Services	1,250	8,200	8,073	3,000
758	Rentals & Leases	3,000	3,800	3,000	3,500
759	Telephone Expense	0	0	0	0
760	Utilities	92,780	0	0	0
774	Facility Repair & Maintenance	44,778	162,324	125,000	189,382
776	Other Equipment Maintenance	6,341	22,002	18,000	25,435
799	Miscellaneous Services and Charges	0	0	0	0
802	Office Furniture & Equipment	0	0	0	0
803	Tools and Work Equipment	1,908	8,800	2,000	4,000
806	Computer Software	0	0	0	0
808	Capital Leases	0	0	0	0
809	Other Major Equipment	0	0	0	0
812	Building Improvements	15,161	20,339	10,339	115,755
	CAPITAL OUTLAY	**$17,069**	**$29,139**	**$12,339**	**$119,755**
	DEPARTMENT ACCOUNT TOTALS:	**$395,522**	**$852,390**	**$745,937**	**$1,103,659**

Community Development - Administration

01-120

	Account Name/Detailed Explanation	2020 Actual Budget	2021 Adjusted Budget	2021 Estimated Budget	2022 Adopted Budget
602	Staff Salaries & Wages	233,175	232,952	228,717	236,717
604	Deferred Compensation	12,400	12,334	12,334	12,764
606	Auto Allowance	3,600	3,600	3,600	3,600
607	Cell Phone	0	0	0	0
610	Overtime and Premium Pay	1,308	2,000	2,000	2,000
614	Standby Pay	0	0	0	0
617	Temporary Personnel - Hourly	0	0	0	0
619	Temporary Personnel - Non-Hourly	0	0	0	0
620	FICA Expenses Employer	11,470	11,688	12,110	12,860
623	Unemployment Insurance	0	0	0	0
625	Medicare Portion FICA	3,293	3,378	3,316	3,531
630	ICMA Retirement	4,047	3,452	3,151	3,621
640	Outside Personnel Services	0	0	0	0
642	Compensation Adjustments	0	0	0	7,000
	PERSONNEL SERVICES	**$269,292**	**$269,404**	**$265,228**	**$282,093**
651	Office Supplies	481	1,000	1,000	1,000
654	Photocopy/Printing	0	0	0	0
655	Postage	0	0	0	0
660	Operating Supplies	0	1,778	0	0
	MATERIALS & SUPPLIES	**$481**	**$2,778**	**$1,000**	**$1,000**
702	Conference/Meeting	526	2,275	2,275	5,500
704	Contractual Services	0	0	0	0
706	Dues/Books/Subscriptions	724	1,000	1,000	1,000
712	Employee Functions	0	0	0	0
718	Ordinance Enforcement	0	0	0	0
728	Training	10	500	500	500
730	Uniforms & Protective Clothing	0	0	0	140
740	Auto Mileage Reimbursement	0	0	0	150
750	Professional Service	0	0	0	0
758	Rentals & Leases	0	0	0	0
798	Management Contingency	0	0	0	0
799	Miscellaneous Services and Charges	0	0		0
	OTHER SERVICES & CHARGES	**$1,260**	**$3,775**	**$3,775**	**$7,290**
802	Office Furniture & Equipment	0	0	0	600
	CAPITAL OUTLAY	**$0**	**$0**	**$0**	**$600**
	DEPARTMENT ACCOUNT TOTALS:	**$271,033**	**$275,957**	**$270,003**	**$290,983**

Community Development - Planning

01-121

	Account Name/Detailed Explanation	2020 Actual Budget	2021 Adjusted Budget	2021 Estimated Budget	2022 Adopted Budget
602	Staff Salaries & Wages	434,350	542,549	556,256	659,970
604	Deferred Compensation	0	0	0	0
606	Auto Allowance	0	0	0	0
610	Overtime and Premium Pay	0	0	0	0
614	Standby Pay	0	0	0	0
617	Temporary Personnel - Hourly	0	0	0	0
620	FICA Expenses Employer	26,286	31,804	34,488	40,879
623	Unemployment Insurance	0	0	0	0
625	Medicare Portion FICA	6,148	7,322	8,066	9,530
630	ICMA Retirement	26,294	30,951	33,375	39,598
640	Outside Personnel Services	0	0	0	0
642	Compensation Adjustments	0	0	0	0
	PERSONNEL SERVICES	**$493,077**	**$612,626**	**$632,185**	**$749,977**
651	Office Supplies	0	0	0	0
654	Photocopy/Printing	730	900	900	900
655	Postage	5,677	20,000	20,000	27,500
660	Operating Supplies	4,963	11,320	11,320	14,620
	MATERIALS & SUPPLIES	**$11,370**	**$32,220**	**$32,220**	**$43,020**
702	Conference/Meeting	1,834	11,400	11,000	28,500
704	Contractual Services	19,200	19,200	19,200	20,160
706	Dues/Books/Subscriptions	4,623	5,773	5,673	6,110
712	Employee Functions	0	0	0	0
728	Training	510	640	0	3,400
730	Uniforms & Protective Clothing	0	0	0	1,500
740	Auto Mileage Reimbursement	297	2,250	2,250	2,850
750	Professional Service	2,030	325,000	325,000	30,000
758	Rentals & Leases	0	0	0	0
798	Management Contingency	0	0	0	0
799	Miscellaneous Services and Charges	0	0	0	0
	OTHER SERVICES & CHARGES	**$28,494**	**$364,263**	**$363,123**	**$92,520**
802	Office Furniture & Equipment	0	0	0	3,600
803	Tools and Work Equipment	0	0	0	0
809	Other Major Equipment	0	2,675	0	0
812	Building Improvements	0	0	0	0
	CAPITAL OUTLAY	**$0**	**$2,675**	**$0**	**$3,600**
	DEPARTMENT ACCOUNT TOTALS:	**$532,940**	**$1,011,784**	**$1,027,528**	**$889,117**

Community Development - Building

01-122

	Account Name/Detailed Explanation	2020 Actual Budget	2021 Adjusted Budget	2021 Estimated Budget	2022 Adopted Budget
602	Staff Salaries & Wages	0	0	0	0
604	Deferred Compensation	0	0	0	0
606	Auto Allowance	0	0	0	0
610	Overtime and Premium Pay	0	0	0	0
614	Standby Pay	0	0	0	0
617	Temporary Personnel - Non-Hourly	0	0	0	0
620	FICA Expenses Employer	0	0	0	0
623	Unemployment Insurance	0	0	0	0
625	Medicare Portion FICA	0	0	0	0
630	ICMA Retirement	0	0	0	0
640	Outside Personnel Services	0	0	0	0
642	Compensation Adjustments	0	0	0	0
	PERSONNEL SERVICES	**$0**	**$0**	**$0**	**$0**
651	Office Supplies	0	0	0	0
654	Photocopy/Printing	1,498	1,500	1,500	1,750
655	Postage	0	0	0	0
660	Operating Supplies	216	3,300	3,300	1,000
	MATERIALS & SUPPLIES	**$1,714**	**$4,800**	**$4,800**	**$2,750**
702	Conference/Meeting	0	0	0	0
704	Contractual Services	1,127,702	2,401,000	2,550,000	1,958,287
706	Dues/Books/Subscriptions	4,549	500	0	500
718	Ordinance Enforcement	0	0	0	0
712	Employee Functions	0	0	0	0
728	Training	0	0	0	0
730	Uniforms & Protective Clothing	0	0	0	0
740	Auto Mileage Reimbursement	0	0	0	0
750	Professional Service	0	0	0	0
760	Utilities	0	0	0	0
774	Facility Repair & Maintenance	0	0	0	0
776	Other Equipment Maintenance	0	0	0	0
798	Management Contingency	0	0	0	0
799	Miscellaneous Services and Charges	0	0	0	0
	OTHER SERVICES & CHARGES	**$1,132,251**	**$2,401,500**	**$2,550,000**	**$1,958,787**
802	Office Furniture & Equipment	0	0	0	2,400
803	Tools and Work Equipment	0	0	0	0
812	Building Improvements	0	0	0	0
	CAPITAL OUTLAY	**$0**	**$0**	**$0**	**$2,400**
	DEPARTMENT ACCOUNT TOTALS:	**$1,133,965**	**$2,406,300**	**$2,554,800**	**$1,963,937**

Community Development - Engineering

01-123

	Account Name/Detailed Explanation	2020 Actual Budget	2021 Adjusted Budget	2021 Estimated Budget	2022 Adopted Budget
602	Staff Salaries & Wages	729,602	716,715	697,914	765,869
604	Deferred Compensation	0	0	0	0
606	Auto Allowance	0	0	0	0
610	Overtime and Premium Pay	2,809	2,500	1,000	1,000
614	Standby Pay	0	0	0	0
617	Temporary Personnel - Non-Hourly	19,780	22,500	20,000	0
620	FICA Expenses Employer	44,888	43,975	43,271	47,408
623	Unemployment Insurance	0	0	0	0
625	Medicare Portion FICA	10,498	10,395	10,120	11,071
630	ICMA Retirement	46,779	43,286	41,875	45,872
640	Outside Personnel Services	0	0	0	0
642	Compensation Adjustments	0	0	0	0
	PERSONNEL SERVICES	**$854,356**	**$839,371**	**$814,180**	**$871,220**
651	Office Supplies	517	1,130	400	1,000
654	Photocopy/Printing	0	250	100	250
655	Postage	0	250	100	250
660	Operating Supplies	622	825	0	4,100
	MATERIALS & SUPPLIES	**$1,139**	**$2,455**	**$600**	**$5,600**
702	Conference/Meeting	242	1,370	300	1,500
704	Contractual Services	14,643	15,600	18,100	17,190
706	Dues/Books/Subscriptions	2,570	2,662	2,300	2,575
718	Ordinance Enforcement	0	0	0	0
712	Employee Functions	0	0	0	0
728	Training	1,118	3,270	500	6,675
730	Uniforms & Protective Clothing	131	400	0	600
740	Auto Mileage Reimbursement	0	100	0	100
750	Professional Service	9,208	11,500	11,500	21,500
760	Utilities	0	0	0	0
774	Facility Repair & Maintenance	0	0	0	0
776	Other Equipment Maintenance	423	0	0	700
798	Management Contingency	0	0	0	0
799	Miscellaneous Services and Charges	0	0	0	0
	OTHER SERVICES & CHARGES	**$28,334**	**$34,902**	**$32,700**	**$50,840**
802	Office Furniture & Equipment	0	0	0	0
803	Tools and Work Equipment	0	600	0	8,700
812	Building Improvements	0	0	0	0
	CAPITAL OUTLAY	**$0**	**$600**	**$0**	**$8,700**
	DEPARTMENT ACCOUNT TOTALS:	**$883,830**	**$877,328**	**$847,480**	**$936,360**

Police - Administration

01-201

	Account Name/Detailed Explanation	2020 Actual Budget	2021 Adjusted Budget	2021 Estimated Budget	2022 Adopted Budget
602	Staff Salaries & Wages	509,917	558,553	480,000	557,593
605	Extra Duty Pay	144,594	160,000	160,000	152,250
607	Cell Phone Allowance	0	0	0	0
610	Overtime and Premium Pay	223	4,000	2,000	4,000
614	Standby Pay	0	0	0	0
617	Temp. Personnel Hourly	0	0	0	0
620	FICA Expenses Employer	5,149	7,806	7,500	8,843
625	Medicare Portion FICA	7,205	8,099	7,600	8,396
630	ICMA Retirement	5,689	7,758	6,000	7,730
633	Police Retirement	48,368	47,225	42,000	49,499
634	State Disability	10,672	11,249	12,000	12,857
642	Compensation Adjustments	0	0	0	37,500
	PERSONNEL SERVICES	**$731,818**	**$804,690**	**$717,100**	**$838,668**
651	Office Supplies	6,228	8,300	8,300	8,300
654	Photocopy/Printing	7,097	7,800	7,800	8,040
655	Postage	321	150	500	0
660	Operating Supplies	6,203	14,420	9,420	15,920
	MATERIALS & SUPPLIES	**$19,849**	**$30,670**	**$26,020**	**$32,260**
702	Conference/Meeting	2,333	13,725	13,755	33,725
704	Contractual Services	85,087	122,115	122,115	113,644
706	Dues/Books/Subscriptions	10,613	14,905	14,905	14,905
728	Training	0	0	0	0
730	Uniforms & Protective Clothing	0	0	0	0
740	Auto Mileage Reimbursement	0	0	0	0
741	Uniform Allowance	27,718	34,300	34,600	34,600
750	Professional Service	827,677	969,463	969,463	1,044,818
755	Computer Software	0	0	0	0
776	Other Equipment Maintenance	941	5,000	5,000	6,000
799	Miscellaneous Services and Charges	0	0	0	0
	OTHER SERVICES & CHARGES	**$954,370**	**1,159,508.00**	**$1,159,838**	**$1,247,692**
802	Office Furniture & Equipment	5,634	0	0	4,100
809	Other Major Equipment	0	0	0	0
	CAPITAL OUTLAY	**$5,634**	**$0**	**$0**	**$4,100**
	DEPARTMENT ACCOUNT TOTALS:	**$1,711,672**	**$1,994,868**	**$1,902,958**	**$2,122,720**

Police - Grants

01-202

Account Name/Detailed Explanation	2020 Actual Budget	2021 Adjusted Budget	2021 Estimated Budget	2022 Adopted Budget
602 Staff Salaries & Wages	63,738	80,694	79,000	82,452
605 Extra Duty Pay	0	0	0	0
610 Overtime and Premium Pay	19,555	31,500	31,500	59,379
614 Standby Pay	0	0	0	0
618 Court Pay	0	0	0	0
620 FICA Expenses Employer	971	0	0	0
625 Medicare Portion FICA	1,044	1,157	1,157	1,237
630 ICMA Retirement	817	0	0	0
633 Police Retirement	7,285	8,876	8,500	9,786
634 State Disability	1,490	2,074	2,074	2,553
642 Compensation Adjustments	0	0	0	0
PERSONNEL SERVICES	**$94,900**	**$124,301**	**$122,231**	**$155,407**
651 Office Supplies	0	0	0	0
654 Photocopy/Printing	0	0	0	0
655 Postage	0	0	0	0
660 Operating Supplies	0	0	0	0
MATERIALS & SUPPLIES	**$0**	**$0**	**$0**	**$0**
702 Conference/Meeting	0	0	0	0
704 Contractual Services	0	0	0	0
706 Dues/Books/Subscriptions	0	0	0	0
728 Training	0	3,000	3,000	3,000
730 Uniforms and Protective Clothing	7,307	7,500	7,500	10,000
740 Auto Mileage Reimbursement	0	0	0	0
750 Professional Service	0	0	0	0
755 Computer Software	0	0	0	0
758 Rentals and Leases	0	800	800	3,200
799 Miscellaneous Services and Charges	0	0	0	0
OTHER SERVICES & CHARGES	**$7,307**	**$11,300**	**$11,300**	**$16,200**
802 Office Furniture & Equipment	0	0	0	0
803 Tools and Work Equipment	0	0	0	0
809 Other Major Equipment	0	66,000	0	0
CAPITAL OUTLAY	**$0**	**$66,000**	**$0**	**$0**
DEPARTMENT ACCOUNT TOTALS:	**$102,207**	**$201,601**	**$133,531**	**$171,607**

Police - Community Services Team

01-203

	Account Name/Detailed Explanation	2020 Actual Budget	2021 Adjusted Budget	2021 Estimated Budget	2022 Adopted Budget
602	Staff Salaries & Wages	131,153	133,104	130,000	137,509
605	Extra Duty Pay	0	0	0	0
610	Overtime and Premium Pay	2,306	1,200	1,000	1,200
614	Standby Pay	0	0	0	0
617	Temporary Personnel - Hourly	18,591	28,080	19,000	28,080
618	Court Pay	0	250	250	250
620	FICA Expenses Employer	8,972	10,039	8,000	10,266
625	Medicare Portion FICA	2,098	2,348	1,800	2,400
630	ICMA Retirement	8,240	8,192	6,300	8,251
633	Police Retirement	0	0	0	0
634	State Disability Insurance	0	0	0	0
642	Compensation Adjustments	0	0	0	0
	PERSONNEL SERVICES	**$171,360**	**$183,213**	**$166,350**	**$187,956**
651	Office Supplies	0	0	0	0
654	Photocopy/Printing	0	0	0	0
655	Postage	0	0	0	0
660	Operating Supplies	1,129	675	675	675
	MATERIALS & SUPPLIES	**$1,129**	**$675**	**$675**	**$675**
702	Conference/Meeting	0	100	100	100
704	Contractual Services	9,430	11,500	7,500	11,500
706	Dues/Books/Subscriptions	0	0	0	0
720	Veterinary Services	0	1,000	1,000	1,000
721	Jeffco Animal Shelter	95,908	96,175	96,175	95,722
728	Training	0	0	0	0
730	Uniforms and Protective Clothing	0	0	0	0
740	Auto Mileage Reimbursement	0	0	0	0
755	Computer Software	0	0	0	0
776	Other Equipment Maintenance	0	0	0	0
799	Miscellaneous Services and Charges	0	0	0	20,000
	OTHER SERVICES & CHARGES	**$105,338**	**$108,775**	**$104,775**	**$128,322**
802	Office Furniture & Equipment	0	0	0	0
803	Tools and Work Equipment	0	0	0	0
809	Other Major Equipment	0	0	0	0
	CAPITAL OUTLAY	**$0**	**$0**	**$0**	**$0**
	DEPARTMENT ACCOUNT TOTALS:	**$277,827**	**$292,663**	**$271,800**	**$316,953**

Police - Crime Prevention Team (SRO)

01-205

	Account Name/Detailed Explanation	2020 Actual Budget	2021 Adjusted Budget	2021 Estimated Budget	2022 Adopted Budget
602	Staff Salaries & Wages	233,858	263,839	230,824	288,563
605	Extra Duty Pay	0	0	0	0
607	Cell Phone Allowance/ I Pad Allowance	0	0	0	0
610	Overtime and Premium Pay	5,676	8,800	8,800	11,800
617	Temporary Personnel - Hourly	0	0	0	0
618	Court Pay	0	500	250	500
620	FICA Expenses Employer	0	0	0	0
623	Unemployment Insurance	0	0	0	0
625	Medicare Portion FICA	3,411	3,895	3,328	3,226
630	ICMA Retirement	0	0	0	0
633	Police Retirement	24,861	29,023	24,096	33,182
634	State Disability	3,842	6,993	4,500	5,971
642	Compensation Adjustments	0	0	0	0
	PERSONNEL SERVICES	**$271,647**	**$313,050**	**$271,798**	**$343,242**
651	Office Supplies	0	0	0	0
654	Photocopy/Printing	0	0	0	0
655	Postage	0	0	0	0
660	Operating Supplies	0	0	0	0
	MATERIALS & SUPPLIES	**$0**	**$0**	**$0**	**$0**
702	Conference/Meeting	0	0	0	0
704	Contractual Services	0	0	0	0
706	Dues/Books/Subscriptions	0	0	0	0
728	Training	0	0	0	0
740	Auto Mileage Reimbursement	0	0	0	0
750	Professional Service	0	0	0	0
755	Computer Software	0	0	0	0
776	Other Equipment Maintenance	0	0	0	0
799	Miscellaneous Services and Charges	0	0	0	0
	OTHER SERVICES & CHARGES	**$0**	**$0**	**$0**	**$0**
802	Office Furniture & Equipment	0	0	0	0
805	Communications Equipment	0	0	0	0
803	Tools and Work Equipment	0	0	0	0
	CAPITAL OUTLAY	**$0**	**$0**	**$0**	**$0**
	DEPARTMENT ACCOUNT TOTALS:	**$271,647**	**$313,050**	**$271,798**	**$343,242**

Police - Records Team

01-206

Account Name/Detailed Explanation	2020 Actual Budget	2021 Adjusted Budget	2021 Estimated Budget	2022 Adopted Budget
602 Staff Salaries & Wages	340,897	360,724	345,364	446,148
605 Extra Duty Pay	0	0	0	0
607 Cell Phone Allowance/ I Pad Allowance	0	0	0	0
610 Overtime and Premium Pay	4,592	5,000	5,000	8,820
617 Temporary Personnel - Hourly	0	0	0	0
618 Court Pay	0	0	0	0
620 FICA Expenses Employer	20,368	22,556	21,413	27,641
623 Unemployment Insurance	0	0	0	0
625 Medicare Portion FICA	4,763	5,230	5,000	6,464
630 ICMA Retirement	20,974	21,644	20,722	26,769
633 Police Retirement	0	0	0	0
634 State Disability Insurance	0	0	0	0
642 Compensation Adjustments	0	0	0	0
PERSONNEL SERVICES	**$391,593**	**$415,154**	**$397,499**	**$515,842**
651 Office Supplies	0	0	0	0
654 Photocopy/Printing	0	0	0	0
655 Postage	0	0	0	0
660 Operating Supplies	0	250	250	250
MATERIALS & SUPPLIES	**$0**	**$250**	**$250**	**$250**
702 Conference/Meeting	0	0	0	0
704 Contractual Services	0	0	0	0
706 Dues/Books/Subscriptions	0	0	0	0
728 Training	0	0	0	0
740 Auto Mileage Reimbursement	0	0	0	0
750 Professional Service	0	0	0	0
755 Computer Software	0	0	0	0
776 Other Equipment Maintenance	0	0	0	0
799 Miscellaneous Services and Charges	0	0	0	0
OTHER SERVICES & CHARGES	**$0**	**$0**	**$0**	**$0**
802 Office Furniture & Equipment	0	0	0	0
805 Communications Equipment	0	0	0	0
809 Other Major Equipment	0	0	0	0
CAPITAL OUTLAY	**$0**	**$0**	**$0**	**$0**
DEPARTMENT ACCOUNT TOTALS:	**$391,593**	**$415,404**	**$397,749**	**$516,092**

Police - Accreditation & Training

01-207

	Account Name/Detailed Explanation	2020 Actual Budget	2021 Adjusted Budget	2021 Estimated Budget	2022 Adopted Budget
602	Staff Salaries & Wages	65,180	66,209	75,000	84,620
605	Extra Duty Pay	0	0	0	0
607	Cell Phone Allowance/ I Pad Allowance	0	0	0	0
610	Overtime and Premium Pay	0	0	0	0
617	Temporary Personnel - Hourly	0	0	0	0
618	Court Pay	0	0	0	0
620	FICA Expenses Employer	4,067	4,105	4,500	5,239
623	Unemployment Insurance	0	0	0	0
625	Medicare Portion FICA	951	960	1,000	1,225
630	ICMA Retirement	4,152	3,973	4,100	5,075
633	Police Retirement	0	0	0	0
634	State Disability Insurance	0	0	0	0
642	Compensation Adjustments	0	0	0	0
	PERSONNEL SERVICES	**$74,350**	**$75,247**	**$84,600**	**$96,159**
651	Office Supplies	0	0	0	0
654	Photocopy/Printing	0	0	0	0
657	Range Supplies	38,077	51,504	49,194	62,197
660	Operating Supplies	48	500	500	2,500
	MATERIALS & SUPPLIES	**$38,125**	**$52,004**	**$49,694**	**$64,697**
702	Conference/Meeting	4,294	22,100	14,100	29,360
704	Contractual Services	0	0	0	0
706	Dues/Books/Subscriptions	0	0	0	0
728	Training	65,821	88,500	88,500	139,500
730	Uniforms and Protective Clothing	64,411	57,500	57,500	72,000
740	Auto Mileage Reimbursement	396	300	300	400
750	Professional Service	5,215	6,350	6,350	18,150
755	Computer Software	0	0	0	0
758	Rentals and Leases	0	0	0	0
776	Other Equipment Maintenance	0	0	0	0
799	Miscellaneous Services and Charges	0	0	0	0
	OTHER SERVICES & CHARGES	**$140,137**	**$174,750**	**$166,750**	**$259,410**
802	Office Furniture & Equipment	0	0	0	0
809	Other Major Equipment	0	0	0	0
	CAPITAL OUTLAY	**$0**	**$0**	**$0**	**$0**
	DEPARTMENT ACCOUNT TOTALS:	**$252,612**	**$302,001**	**$301,044**	**$420,266**

Police - Patrol Operations

01-211

	Account Name/Detailed Explanation	2020 Actual Budget	2021 Adjusted Budget	2021 Estimated Budget	2022 Adopted Budget
602	Staff Salaries & Wages	4,642,435	4,306,809	4,306,809	4,635,323
605	Extra Duty Pay	0	0	0	0
607	Cell Phone Allowance/ I Pad Allowance	0	0	0	0
610	Overtime and Premium Pay	191,862	264,000	264,000	264,000
614	Standby Pay	3,483	4,200	4,200	10,000
618	Court Pay	11,341	20,190	20,190	20,190
620	FICA Expenses Employer	10,845	0	0	0
623	Unemployment Insurance	0	0	0	0
625	Medicare Portion FICA	65,059	61,291	61,291	66,065
630	ICMA Retirement	11,075	0	0	0
633	Police Retirement	516,932	466,020	466,020	516,516
634	State Disability Insurance	114,662	109,900	109,900	125,082
642	Compensation Adjustments	0	0	0	0
	PERSONNEL SERVICES	**$5,567,693**	**$5,232,410**	**$5,232,410**	**$5,637,176**
651	Office Supplies	0	0	0	0
654	Photocopy/Printing	0	0	0	0
657	Range Supplies	0	0	0	0
660	Operating Supplies	25,181	29,350	29,350	29,050
	MATERIALS & SUPPLIES	**$25,181**	**$29,350**	**$29,350**	**$29,050**
702	Conference/Meeting	357	1,010	1,010	1,010
704	Contractual Services	0	88,880	88,880	138,000
706	Dues, Books and Subscriptions	0	0	0	0
727	Expense Reimbursement	480	500	500	500
728	Training	0	0	0	0
730	Uniforms and Protective Clothing	10,278	9,500	9,500	10,500
740	Auto Mileage Reimbursement	0	0	0	0
750	Professional Service	9,955	8,080	8,080	8,080
755	Computer Software	0	0	0	0
758	Rentals and Leases	0	0	0	0
776	Other Equipment Maintenance	21,723	34,846	35,101	21,140
799	Miscellaneous Services and Charges	0	0	0	0
	OTHER SERVICES & CHARGES	**$42,792**	**$142,816**	**$143,071**	**$179,230**
802	Office Furniture & Equipment	0	0	0	0
805	Communications Equipment	0	16,755	16,500	500
809	Other Major Equipment	2,643	4,700	4,700	16,817
	CAPITAL OUTLAY	**$2,643**	**$21,455**	**$21,200**	**$17,317**
	DEPARTMENT ACCOUNT TOTALS:	**$5,638,310**	**$5,426,031**	**$5,426,031**	**$5,862,773**

Police - Investigations Bureau

01-212

	Account Name/Detailed Explanation	2020 Actual Budget	2021 Adjusted Budget	2021 Estimated Budget	2022 Adopted Budget
602	Staff Salaries & Wages	2,000,326	2,018,866	1,885,851	2,064,317
605	Extra Duty Pay	0	0	0	0
607	Cell Phone Allowance/ I Pad Allowance	0	0	0	0
610	Overtime and Premium Pay	130,514	165,732	145,732	175,392
614	Standby Pay	54,376	60,471	55,971	61,740
617	Temp Personnel-Hourly	0	0	0	0
618	Court Pay	4,042	6,000	5,000	6,000
620	FICA Expenses Employer	17,212	18,525	18,000	19,103
623	Unemployment Insurance	0	0	0	0
625	Medicare Portion FICA	28,700	29,172	26,000	28,715
630	ICMA Retirement	17,989	17,927	17,000	18,506
633	Police Retirement	195,079	196,828	170,000	201,174
634	State Disability Insurance	36,653	46,464	45,473	43,752
642	Compensation Adjustments	0	0	0	0
	PERSONNEL SERVICES	**$2,484,889**	**$2,559,985**	**$2,369,027**	**$2,618,699**
651	Office Supplies	0	0	0	0
654	Photocopy/Printing	0	0	0	0
660	Operating Supplies	11,673	10,150	10,150	12,950
	MATERIALS & SUPPLIES	**$11,673**	**$10,150**	**$10,150**	**$12,950**
702	Conference/Meeting	209	650	650	650
704	Contractual Services	137,496	161,156	160,156	167,890
706	Dues/Books/Subscriptions	0	0	0	0
727	Expense Reimbursement	581	1,945	1,000	3,000
728	Training	0	0	0	0
730	Uniforms and Protective Clothing	146	1,055	1,000	2,000
740	Auto Mileage Reimbursement	0	0	0	0
750	Professional Service	6,352	6,970	6,770	7,406
755	Computer Software	0	0	0	0
758	Rentals and Leases	0	500	500	500
776	Other Equipment Maintenance	217	420	320	400
799	Miscellaneous Services and Charges	0	0	0	0
	OTHER SERVICES & CHARGES	**$145,001**	**$172,696**	**$170,396**	**$181,846**
802	Office Furniture & Equipment	0	0	0	0
809	Other Major Equipment	8,328	23,234	0	0
	CAPITAL OUTLAY	**$8,328**	**$23,234**	**$0**	**$0**
	DEPARTMENT ACCOUNT TOTALS:	**$2,649,891**	**$2,766,065**	**$2,549,573**	**$2,813,495**

Police - Crime & Traffic Team

01-213

	Account Name/Detailed Explanation	2020 Actual Budget	2021 Adjusted Budget	2021 Estimated Budget	2022 Adopted Budget
602	Staff Salaries & Wages	361,047	430,588	430,588	451,409
605	Extra Duty Pay	0	0	0	0
607	Cell Phone Allowance/ I Pad Allowance	0	0	0	0
610	Overtime and Premium Pay	21,242	16,820	16,820	16,820
614	Standby	0	0	0	22,395
618	Court Pay	263	3,000	1,000	1,500
620	FICA Expenses Employer	0	0	0	0
623	Unemployment Insurance	0	0	0	0
625	Medicare Portion FICA	5,105	6,206	6,206	6,503
630	ICMA Retirement	0	0	0	0
633	Police Retirement	39,055	47,090	47,090	51,816
634	State Disability Insurance	7,294	11,127	11,127	10,499
642	Compensation Adjustments	0	0	0	0
	PERSONNEL SERVICES	**$434,006**	**$514,831**	**$512,831**	**$560,942**
651	Office Supplies	0	0	0	0
654	Photocopy/Printing	0	0	0	0
660	Operating Supplies	0	0	0	0
	MATERIALS & SUPPLIES	**$0**	**$0**	**$0**	**$0**
702	Conference/Meeting	198	500	500	500
704	Contractual Services	0	0	0	0
706	Dues/Books/Subscriptions	0	0	0	0
728	Training	0	0	0	0
730	Uniforms and Protective Clothing	801	8,700	8,700	7,600
750	Professional Service	0	0	0	0
755	Computer Software	0	0	0	0
758	Rentals and Leases	0	0	0	0
776	Other Equipment Maintenance	0	600	600	1,200
799	Miscellaneous Services and Charges	0	0	0	0
	OTHER SERVICES & CHARGES	**$1,000**	**$9,800**	**$9,800**	**$9,300**
802	Office Furniture & Equipment	0	0	0	0
809	Other Major Equipment	0	8,550	8,550	1,250
	CAPITAL OUTLAY	**$0**	**$8,550**	**$8,550**	**$1,250**
	DEPARTMENT ACCOUNT TOTALS:	**$435,006**	**$533,181**	**$531,181**	**$571,492**

Public Works - Operations

01-303

	Account Name/Detailed Explanation	2020 Actual Budget	2021 Adjusted Budget	2021 Estimated Budget	2022 Adopted Budget
602	Staff Salaries & Wages	1,398,059	1,490,809	1,475,777	1,630,337
604	Deferred Compensation	9,712	9,667	10,036	10,036
606	Auto Allowance	3,600	3,600	3,600	3,600
607	Cell Phone/I Pad Allowance	475	600	0	0
610	Overtime and Premium Pay	48,130	45,000	48,000	50,000
614	Standby Pay	16,016	17,500	17,500	17,500
617	Temporary Personnel - Hourly	0	0	0	0
620	FICA Expenses Employer	85,075	91,856	91,462	102,069
623	Unemployment Insurance	0	0	0	0
625	Medicare Portion FICA	19,899	21,617	21,617	23,946
630	ICMA Retirement	77,096	81,172	79,907	90,301
642	Compensation Adjustments	0	0	0	23,000
	PERSONNEL SERVICES	**$1,658,062**	**$1,761,821**	**$1,747,899**	**$1,950,789**
651	Office Supplies	472	500	500	500
654	Photocopy/Printing	0	0	0	0
660	Operating Supplies	231,762	274,426	250,000	250,000
661	Oil & Gas - Shops	129,478	181,450	185,000	246,850
662	Vehicle & Equipment Maintenance	61,115	73,500	65,000	68,500
663	Hazardous Waste Disposal	842	2,000	1,500	1,500
665	Special Equipment	0	0	0	0
	MATERIALS & SUPPLIES	**$423,669**	**$531,876**	**$502,000**	**$567,350**
702	Conference/Meeting	227	500	500	500
704	Contractual Services	171,666	284,000	260,000	284,000
706	Dues/Books/Subscriptions	1,550	2,400	2,000	2,000
728	Training	2,890	6,000	5,000	6,000
730	Uniforms & Protective Clothing	12,360	14,000	13,000	14,000
740	Auto Mileage Reimbursement	0	0	0	0
758	Rentals and Leases	0	0	0	0
760	Utilities	23,178	2,500	2,000	2,500
761	Street Lighting	614,384	0	0	0
774	Facility Repair & Maintenance	57,323	17,100	17,100	37,000
776	Other Equipment Maintenance	0	0	0	0
	OTHER SERVICES & CHARGES	**$883,578**	**$326,500**	**$299,600**	**$346,000**
802	Office Furniture and Equipment	0	0	0	0
803	Tools and Work Equipment	0	0	0	0
807	Fleet Replacement	473,255	1,010,409	895,000	1,025,772
809	Other Major Equipment	63,186	74,100	60,563	55,000
812	Building Improvements	69,432	0	0	0
	CAPITAL OUTLAY	**$605,874**	**$1,084,509**	**$955,563**	**$1,080,772**
	DEPARTMENT ACCOUNT TOTALS:	**$3,571,183**	**$3,704,706**	**$3,505,062**	**$3,944,911**

Parks and Recreation - Administration

01-601

	Account Name/Detailed Explanation	2020 Actual Budget	2021 Adjusted Budget	2021 Estimated Budget	2022 Adopted Budget
602	Staff Salaries & Wages	205,592	207,811	194,748	216,866
604	Deferred Compensation	10,089	9,888	9,550	10,585
606	Auto Allowance	3,600	3,600	3,600	3,600
607	Cell Phone Allowance	600	600	600	600
610	Overtime and Premium Pay	0	0	0	0
617	Temporary Personnel - Hourly	0	0	0	0
619	Temporary Personnel - Non Hourly	0	0	0	0
620	FICA Expenses Employer	12,341	12,652	12,074	15,180
625	Medicare Portion FICA	2,984	3,013	2,824	3,588
630	ICMA Retirement	4,966	4,030	3,770	5,749
640	Outside Personnel Services	0	0	0	0
642	Compensation Adjustments	0	22,254	20,000	62,000
	PERSONNEL SERVICES	**$240,172**	**$263,848**	**$247,166**	**$318,168**
651	Office Supplies	1,918	4,300	3,500	4,500
654	Photocopy/Printing	0	400	0	400
655	Postage	15	400	200	400
660	Operating Supplies	1,082	1,500	1,500	1,800
	MATERIALS & SUPPLIES	**$3,014**	**$6,600**	**$5,200**	**$7,100**
702	Conference/Meeting	116	4,770	4,770	3,355
704	Contractual Services	0	0	0	0
706	Dues/Books/Subscriptions	1,323	2,925	2,350	1,299
728	Training	6,185	5,500	2,000	4,000
730	Uniforms & Protective Clothing	0	0	0	150
740	Auto Mileage Reimbursement	0	350	100	350
750	Professional Service	2,375	14,500	14,000	24,500
755	Computer Software	3,768	8,588	4,500	8,588
758	Rentals and Leases	0	0	0	0
774	Facility Repair and Maintenance	0	0	0	0
776	Other Equipment Maintenance	0	0	0	0
799	Miscellaneous Services and Charges	0	0	0	0
	OTHER SERVICES & CHARGES	**$13,766**	**$36,633**	**$27,720**	**$42,242**
800	Office Furniture & Equipment	0	0	0	0
809	Other Major Equipment	0	0	0	0
812	Building Improvements	0	0	0	0
	CAPITAL OUTLAY	**$0**	**$0**	**$0**	**$0**
	DEPARTMENT ACCOUNT TOTALS:	**$256,953**	**$307,081**	**$280,086**	**$367,510**

Parks and Recreation - Recreation

01-602

	Account Name/Detailed Explanation	2020 Actual Budget	2021 Adjusted Budget	2021 Estimated Budget	2022 Adopted Budget
602	Staff Salaries & Wages	157,063	161,798	161,798	216,712
604	Deferred Compensation	0	0	0	0
607	Cell Phone Allowance/ I Pad Allowance	0	0	0	0
610	Overtime and Premium Pay	302	0	0	0
617	Temporary Personnel - Hourly	38,653	61,007	47,487	22,478
620	FICA Expenses Employer	11,256	13,814	12,976	11,876
625	Medicare Portion FICA	2,633	3,232	3,035	3,468
630	ICMA Retirement	9,799	9,708	9,708	13,003
640	Outside Personnel Services	0	0	0	0
642	Compensation Adjustments	0	0	0	0
	PERSONNEL SERVICES	**$219,706**	**$249,559**	**$235,004**	**$267,537**
651	Office Supplies	0	0	0	0
654	Photocopy/Printing	8,774	19,220	9,220	25,820
655	Postage	10,930	10,508	6,028	13,990
660	Operating Supplies	10,221	24,886	24,886	38,686
	MATERIALS & SUPPLIES	**$29,926**	**$54,614**	**$40,134**	**$78,496**
702	Conference/Meeting	0	446	446	1,770
704	Contractual Services	2,406	2,151	2,151	2,317
706	Dues/Books/Subscriptions	2,939	3,770	2,400	3,350
728	Training	15	500	0	4,200
730	Uniforms & Protective Clothing	0	0	0	1,000
740	Auto Mileage Reimbursement	202	1,101	550	1,101
750	Professional Service	189	1,000	1,000	2,500
755	Computer Software	250	2,378	830	930
758	Rentals and Leases	0	0	0	0
774	Facility Repair and Maintenance	0	0	0	0
776	Other Equipment Maintenance	0	0	0	0
799	Miscellaneous Services & Charges	0	0	0	0
	OTHER SERVICES & CHARGES	**$6,001**	**$11,346**	**$7,377**	**$17,168**
800	Office Furniture & Equipment	0	0	0	0
809	Other Major Equipment	0	0	0	0
812	Building Improvements	0	0	0	0
	CAPITAL OUTLAY	**$0**	**$0**	**$0**	**$0**
	DEPARTMENT ACCOUNT TOTALS:	**$255,633**	**$315,519**	**$282,515**	**$363,201**

Parks and Recreation - Parks Maintenance

01-603

	Account Name/Detailed Explanation	2020 Actual Budget	2021 Adjusted Budget	2021 Estimated Budget	2022 Adopted Budget
602	Staff Salaries & Wages	770,835	694,638	650,107	675,145
607	Cell Phone Allowance/ I Pad Allowance	0	0	0	0
610	Overtime and Premium Pay	13,722	14,119	14,119	14,684
614	Standby Pay	10,486	8,538	8,538	8,900
617	Temporary Personnel - Hourly	51,883	120,000	89,034	120,000
620	FICA Expenses Employer	50,526	51,682	48,471	50,173
625	Medicare Portion FICA	11,816	12,086	11,131	11,726
630	ICMA Retirement	45,871	41,678	39,606	40,469
640	Outside Personnel Services	0	0	0	0
642	Compensation Adjustments	0	0	0	0
	PERSONNEL SERVICES	**$955,139**	**$942,741**	**$861,006**	**$921,097**
651	Office Supplies	907	1,500	1,291	2,000
654	Photocopy/Printing	0	0	0	0
655	Postage	0	0	0	0
660	Operating Supplies	58,910	70,875	54,976	76,350
663	Hazardous Waste Disposal	60	100	100	100
	MATERIALS & SUPPLIES	**$59,877**	**$72,475**	**$56,367**	**$78,450**
702	Conference/Meeting	309	1,500	1,500	1,500
704	Contractual Services	123,342	124,882	124,882	177,861
706	Dues, Books, Subscriptions	150	475	4,351	4,475
728	Training	4,898	6,500	6,500	6,500
730	Uniforms & Protective Clothing	12,833	17,000	17,000	17,800
740	Auto Mileage Reimbursement	0	600	300	600
750	Professional Service	5,578	21,600	20,550	22,158
755	Computer Software	6,104	1,259	1,259	1,259
758	Rentals and Leases	23	3,525	1,000	4,000
760	Utilities	415,053	11,330	11,200	13,000
774	Facility Repair and Maintenance	68,853	134,347	117,470	165,850
776	Other Equipment Maintenance	11,851	11,870	11,870	11,870
799	Miscellaneous Services & Charges	0	0	0	0
	OTHER SERVICES & CHARGES	**$648,993**	**$334,888**	**$317,882**	**$426,873**
800	Office Furniture & Equipment	0	0	0	0
803	Tools and Work Equipment	0	0	0	0
809	Other Major Equipment	0	23,332	0	150,000
812	Building Improvements	0	0	0	0
	CAPITAL OUTLAY	**$0**	**$23,332**	**$0**	**$150,000**
	DEPARTMENT ACCOUNT TOTALS:	**$1,664,010**	**$1,373,436**	**$1,235,255**	**$1,576,420**

Parks and Recreation - Forestry

01-604

	Account Name/Detailed Explanation	2020 Actual Budget	2021 Adjusted Budget	2021 Estimated Budget	2022 Adopted Budget
602	Staff Salaries & Wages	241,409	190,511	173,847	233,512
607	Cell Phone Allowance/ I Pad Allowance	0	0	0	0
610	Overtime and Premium Pay	2,686	10,035	8,455	10,035
614	Standby Pay	130	2,899	1,750	2,900
617	Temporary Personnel - Hourly	18,506	106,305	32,449	106,305
620	FICA Expenses Employer	15,701	19,399	16,523	21,866
625	Medicare Portion FICA	3,672	4,536	3,864	5,110
630	ICMA Retirement	14,953	11,431	10,431	14,011
640	Outside Personnel Services	0	0	0	0
642	Compensation Adjustments	0	0	0	0
	PERSONNEL SERVICES	**$297,057**	**$345,116**	**$247,319**	**$393,739**
651	Office Supplies	0	0	0	0
654	Photocopy/Printing	0	500	0	0
660	Operating Supplies	32,422	33,954	33,954	73,100
663	Hazard Waste Disposal	0	300	175	300
	MATERIALS & SUPPLIES	**$32,422**	**$34,754**	**$34,129**	**$73,400**
702	Conference/Meeting	0	530	0	530
704	Contractual Services	68,124	64,235	79,500	115,300
706	Dues/Books/Subscriptions	1,448	1,975	1,975	2,260
728	Training	455	6,145	3,150	6,000
730	Uniforms & Protective Clothing	3,349	6,150	5,459	6,150
740	Auto Mileage Reimbursement	0	0	0	0
750	Professional Service	362	2,350	2,350	2,600
755	Computer Software	0	4,575	3,250	4,575
758	Rentals and Leases	2,713	8,948	8,948	6,710
760	Utilities	0	2,500	0	0
774	Facility Repair and Maintenance	1,894	1,458	1,458	85,000
776	Other Equipment Maintenance	834	5,100	3,622	8,400
799	Miscellaneous Services & Charges	0	0	0	0
	OTHER SERVICES & CHARGES	**$79,179**	**$103,966**	**$109,712**	**$237,525**
802	Office Furniture & Equipment	0	0	0	0
803	Tools and Work Equipment	0	0	0	0
809	Other Major Equipment	0	0	0	12,000
812	Building Improvements	0	0	0	0
	CAPITAL OUTLAY	**$0**	**$0**	**$0**	**$12,000**
	DEPARTMENT ACCOUNT TOTALS:	**$408,658**	**$483,836**	**$391,160**	**$716,664**

Parks and Recreation - Natural Resources

01-605

	Account Name/Detailed Explanation	2020 Actual Budget	2021 Adjusted Budget	2021 Estimated Budget	2022 Adopted Budget
602	Staff Salaries & Wages	0	0	0	0
607	Cell Phone Allowance/ I Pad Allowance	0	0	0	0
610	Overtime and Premium Pay	0	0	0	0
614	Standby Pay	0	0	0	0
617	Temporary Personnel - Hourly	20,416	34,528	35,807	36,000
620	FICA Expenses Employer	1,274	2,141	2,220	2,232
625	Medicare Portion FICA	298	501	519	522
630	ICMA Retirement	0	0	0	0
640	Outside Personnel Services	0	0	0	0
642	Compensation Adjustments	0	0	0	0
	PERSONNEL SERVICES	**$21,988**	**$37,170**	**$38,546**	**$38,754**
651	Office Supplies	0	0	0	0
654	Photocopy/Printing	2,915	1,500	1,500	1,500
655	Postage	0	0	0	0
660	Operating Supplies	4,377	14,600	14,001	17,800
663	Hazardous Waste Disposal	0	500	250	500
	MATERIALS & SUPPLIES	**$7,292**	**$16,600**	**$15,751**	**$19,800**
702	Conference/Meeting	128	2,200	1,400	2,200
704	Contractual Services	45,994	65,168	60,340	65,400
706	Dues/Books/Subscriptions	531	355	228	255
728	Training	25	1,300	1,300	3,800
730	Uniforms & Protective Clothing	1,462	2,665	2,575	2,675
740	Auto Mileage Reimbursement	150	600	150	300
750	Professional Service	0	0	0	0
755	Computer Software	0	0	0	0
758	Rentals and Leases	3,330	6,900	5,361	6,900
760	Utilities	1,991	0	0	0
774	Facility Repair and Maintenance	10,343	20,000	20,000	28,500
776	Other Equipment Maintenance	1,650	1,800	1,800	2,000
799	Miscellaneous Services & Charges	0	0	0	0
	OTHER SERVICES & CHARGES	**$65,603**	**$100,988**	**$93,154**	**$112,030**
800	Office Furniture & Equipment	0	0	0	0
803	Tools and Work Equipment	0	0	0	0
809	Other Major Equipment	5,551	0	0	10,000
812	Building Improvements	0	0	0	0
	CAPITAL OUTLAY	**$5,551**	**$0**	**$0**	**$10,000**
	DEPARTMENT ACCOUNT TOTALS:	**$100,434**	**$154,758**	**$147,451**	**$180,584**

General Government - Central Charges

01-610

	Account Name/Detailed Explanation	2020 Actual Budget	2021 Adjusted Budget	2021 Estimated Budget	2022 Adopted Budget
620	FICA Expenses Employer	0	0	0	0
621	Workers' Compensation	264,547	293,000	318,916	325,000
623	Unemployment Insurance	0	0	0	0
624	Work Comp Deductible	52,416	40,000	40,000	40,000
625	Medicare Portion FICA	0	0	0	0
626	Medical	2,183,602	2,057,222	2,057,222	2,263,201
627	Dental	103,689	100,456	100,456	105,000
628	LTD/STD	64,394	69,844	69,844	71,000
629	Life/ADD/DEP	55,788	35,621	35,621	37,000
	PERSONNEL SERVICES	**$2,724,436**	**$2,596,143**	**$2,622,059**	**$2,841,201**
651	Office Supplies	0	0	0	0
653	Postage	18,095	20,000	20,000	20,000
654	Photocopy/Printing	11,338	13,000	13,000	15,000
660	Operating Supplies	1,507	2,300	2,300	2,300
	MATERIALS & SUPPLIES	**$30,939**	**$35,300**	**$35,300**	**$37,300**
704	Contractual Services	113,557	186,176	186,176	195,000
750	Professional Services	52,506	65,340	57,000	0
758	Rentals & Leases	5,520	5,520	5,520	5,520
759	Telephone Expense	0	0	0	0
760	Xcel - Electric/Gas	0	393,053	385,272	393,053
761	Xcel - Street Lights	0	600,000	600,000	600,000
762	Water/Sewer	0	369,028	300,000	365,791
763	Symmetry - Natural Gas	0	111,300	100,000	111,300
774	Facility Repair/Maintenance	0	0	0	0
776	Other Equipment Maintenance	0	0	0	0
777	COVID-19	1,573,874	100,000	138,915	308,596
781	Personal & Property Liability	284,249	346,295	346,295	466,599
782	Uninsured Losses	44,681	74,500	75,000	100,000
783	Hail Storm Losses	478,006	0	0	0
797	Bonus Pay Incentive	0	0	0	0
799	Misc. Services & Charges	0	0	0	0
799	Miscellaneous Services and Charges	0	0	0	0
	OTHER SERVICES & CHARGES	**$2,552,392**	**$2,251,212**	**$2,194,178**	**$2,545,859**
800	Office Furniture & Equipment	0	0	0	0
808	Capital Leases	0	0	0	0
809	Other Major Equipment	0	0	0	0
	CAPITAL OUTLAY	**$0**	**$0**	**$0**	**$0**
901	Debt Service Principal	43,953	47,622	47,622	50,474
902	Debt Service Interest	36,214	35,545	32,546	29,694
903	Finance Origination Fees	0	0	0	0
904	Lease Payment	0	0	0	0
	DEBT SERVICE	**$80,167**	**$83,167**	**$80,168**	**$80,168**
	DEPARTMENT ACCOUNT TOTALS:	**$5,387,934**	**$4,965,822**	**$4,931,705**	**$5,504,528**

Parks and Recreation - Anderson Building

01-620

	Account Name/Detailed Explanation	2020 Actual Budget	2021 Adjusted Budget	2021 Estimated Budget	2022 Adopted Budget
602	Staff Salaries & Wages	23,054	22,889	22,889	23,655
610	Overtime and Premium Pay	0	1,300	0	0
614	Standby Pay	0	0	0	0
617	Temporary Personnel - Hourly	37,949	51,985	36,123	49,887
619	Temporary Personnel - Non-Hourly	0	0	0	0
620	FICA Expenses Employer	3,779	4,723	3,591	4,760
622	MEDICAL/DENTAL INSURANCE	0	0	0	0
625	Medicare Portion FICA	848	1,105	840	1,114
630	ICMA Retirement	1,405	1,373	1,308	1,621
640	Outside Personnel Services	0	0	0	0
642	Compensation Adjustments	0	0	0	0
	PERSONNEL SERVICES	**$67,035**	**$83,375**	**$64,751**	**$81,037**
651	Office Supplies	0	1,000	100	200
654	Photocopy/Printing	0	0	0	0
655	Postage Costs	0	0	0	0
660	Operating Supplies	226	2,700	80	4,769
	MATERIALS & SUPPLIES	**$226**	**$3,700**	**$180**	**$4,969**
702	Conference/Meeting	0	0	0	0
704	Contractual Services	6,218	2,088	1,050	1,488
706	Dues/Books/Subscriptions	0	0	0	0
728	Training	0	300	180	120
730	Uniforms & Protective Clothing	0	700	0	350
740	Auto Mileage Reimbursement	0	0	0	0
750	Professional Service	0	0	0	0
755	Computer Software	0	0	0	0
758	Rentals and Leases	0	0	0	0
760	Utilities	10,699	0	0	0
774	Facility Repair and Maintenance	0	0	0	0
776	Other Equipment Maintenance	0	0	0	0
799	Miscellaneous Services & Charges	0	0	0	0
	OTHER SERVICES & CHARGES	**$16,917**	**$3,088**	**$1,230**	**$1,958**
800	Office Furniture & Equipment	0	0	0	0
803	Tools and Work Equipment	0	0	0	0
809	Other Major Equipment	0	259	0	0
812	Building Improvements	0	0	0	0
	CAPITAL OUTLAY	**$0**	**$259**	**$0**	**$0**
	DEPARTMENT ACCOUNT TOTALS:	**$84,178**	**$90,422**	**$66,161**	**$87,964**

Parks and Recreation - Athletics

01-621

	Account Name/Detailed Explanation	2020 Actual Budget	2021 Adjusted Budget	2021 Estimated Budget	2022 Adopted Budget
602	Staff Salaries & Wages	138,064	138,277	138,277	140,362
610	Overtime and Premium Pay	0	0	0	0
614	Standby Pay	0	0	0	0
617	Temporary Personnel - Hourly	6,246	26,015	10,325	35,000
619	Temporary Personnel - Non-Hourly	2,343	4,464	4,297	0
620	FICA Expenses Employer	8,615	10,463	9,480	10,868
625	Medicare Portion FICA	2,015	2,447	2,217	2,542
630	ICMA Retirement	9,562	8,296	8,297	8,421
640	Outside Personnel Services	1,570	9,690	2,825	12,883
642	Compensation Adjustments	0	0	0	0
	PERSONNEL SERVICES	**$168,415**	**$199,652**	**$175,718**	**$210,076**
651	Office Supplies	0	0	0	0
654	Photocopy/Printing	0	0	0	0
655	Postage Costs	0	0	0	0
660	Operating Supplies	10,786	22,118	14,189	21,162
	MATERIALS & SUPPLIES	**$10,786**	**$22,118**	**$14,189**	**$21,162**
702	Conference/Meeting	309	0	0	1,730
704	Contractual Services	1,618	2,376	2,376	2,376
706	Dues/Books/Subscriptions	271	0	330	330
728	Training	65	600	105	600
730	Uniforms & Protective Clothing	46	1,050	350	525
740	Auto Mileage Reimbursement	0	0	0	0
750	Professional Service	0	0	0	0
755	Computer Software	0	0	0	0
758	Rentals and Leases	0	0	0	0
760	Utilities	0	0	0	0
774	Facility Repair and Maintenance	0	0	0	0
776	Other Equipment Maintenance	0	0	0	0
799	Miscellaneous Services & Charges	0	0	0	0
	OTHER SERVICES & CHARGES	**$2,309**	**$4,026**	**$3,161**	**$5,561**
802	Office Furniture & Equipment	0	0	0	0
809	Other Major Equipment	0	0	0	0
812	Building Improvements	0	0	0	0
	CAPITAL OUTLAY	**$0**	**$0**	**$0**	**$0**
	DEPARTMENT ACCOUNT TOTALS:	**$181,510**	**$225,796**	**$193,068**	**$236,799**

Parks and Recreation - General Programs

01-622

	Account Name/Detailed Explanation	2020 Actual Budget	2021 Adjusted Budget	2021 Estimated Budget	2022 Adopted Budget
602	Staff Salaries & Wages	151,793	154,630	154,630	160,331
610	Overtime and Premium Pay	10	360	313	236
614	Standby Pay	0	0	0	0
617	Temporary Personnel - Hourly	80,108	72,501	66,250	83,105
619	Temporary Personnel - Non-Hourly	8,831	1,005	0	0
620	FICA Employer Expenses	14,059	14,101	13,714	15,104
622	Medical/Dental Insurance	0	0	0	0
625	Medicare Portion FICA	3,288	3,298	3,207	3,524
630	ICMA Retirement	10,187	9,278	9,278	9,596
640	Outside Personnel Services	9,645	15,760	15,760	25,208
642	Compensation Adjustments	0	0	0	0
	PERSONNEL SERVICES	**$277,921**	**$270,933**	**$263,152**	**$297,104**
651	Office Supplies	0	0	0	0
654	Photocopy/Printing	0	0	0	0
655	Postage Costs	0	0	0	0
660	Operating Supplies	6,807	22,298	21,250	28,922
	MATERIALS & SUPPLIES	**$6,807**	**$22,298**	**$21,250**	**$28,922**
702	Conference/Meeting	0	1,328	0	1,770
704	Contractual Services	3,685	7,520	4,800	7,543
706	Dues/Books/Subscriptions	251	0	275	275
728	Training	460	1,590	1,200	1,320
730	Uniforms & Protective Clothing	755	1,500	1,400	1,500
740	Auto Mileage Reimbursement	0	100	100	100
750	Professional Service	0	0	0	0
755	Computer Software	0	0	0	0
758	Rentals and Leases	0	0	0	0
774	Facility Repair and Maintenance	0	0	0	0
776	Other Equipment Maintenance	0	0	0	0
799	Miscellaneous Services & Charges	0	0	0	0
	OTHER SERVICES & CHARGES	**$5,151**	**$12,038**	**$7,775**	**$12,508**
800	Office Furniture & Equipment	0	0	0	0
803	Tools and Work Equipment	0	0	0	0
809	Other Major Equipment	0	0	0	0
812	Building Improvements	0	0	0	0
	CAPITAL OUTLAY	**$0**	**$0**	**$0**	**$0**
	DEPARTMENT ACCOUNT TOTALS:	**$289,880**	**$305,269**	**$292,177**	**$338,534**

Parks and Recreation - Outdoor Pool

01-623

	Account Name/Detailed Explanation	2020 Actual Budget	2021 Adjusted Budget	2021 Estimated Budget	2022 Adopted Budget
602	Staff Salaries & Wages	22,068	19,504	19,504	22,226
610	Overtime and Premium Pay	47	3,099	2,956	3,100
614	Standby Pay	97	100	100	100
617	Temporary Personnel - Hourly	13,611	176,445	130,824	159,665
619	Temporary Personnel - Non-Hourly	0	15,800	0	0
620	FICA Employer Expenses	2,214	13,773	9,510	11,559
622	Medical/Dental Insurance	0	0	0	0
625	Medicare Portion FICA	518	3,221	2,224	2,702
630	ICMA Retirement	1,321	1,170	1,170	1,334
640	Outside Personnel Services	0	0	0	0
642	Compensation Adjustments	0	0	0	0
	PERSONNEL SERVICES	**$39,875**	**$233,112**	**$166,288**	**$200,686**
651	Office Supplies	0	0	0	0
655	Postage Costs	0	0	0	0
660	Operating Supplies	5,477	60,363	48,000	60,000
663	Hazardous Waste Disposal	0	0	0	1,800
	MATERIALS & SUPPLIES	**$5,477**	**$60,363**	**$48,000**	**$61,800**
702	Conference/Meeting	0	0	0	0
704	Contractual Services	1,482	5,076	5,076	5,300
706	Dues/Books/Subscriptions	0	0	0	0
728	Training	0	2,740	2,700	2,900
730	Uniforms & Protective Clothing	1,203	1,365	1,210	1,530
740	Auto Mileage Reimbursement	0	0	0	300
750	Professional Service	0	0	0	0
758	Rentals and Leases	0	0	0	0
760	Utilities	2,502	0	0	0
774	Facility Repair and Maintenance	3,385	19,700	19,700	18,500
776	Other Equipment Maintenance	0	0	0	0
799	Miscellaneous Services & Charges	0	0	0	0
	OTHER SERVICES & CHARGES	**$8,572**	**$28,881**	**$28,686**	**$28,530**
800	Office Furniture & Equipment	0	0	0	0
803	Tools and Work Equipment	0	0	0	0
809	Other Major Equipment	0	0	0	10,000
812	Building Improvements	0	0	0	0
	CAPITAL OUTLAY	**$0**	**$0**	**$0**	**$10,000**
	DEPARTMENT ACCOUNT TOTALS:	**$53,924**	**$322,356**	**$242,974**	**$301,016**

Parks and Recreation - Active Adult Center

01-624

	Account Name/Detailed Explanation	2020 Actual Budget	2021 Adjusted Budget	2021 Estimated Budget	2022 Adopted Budget
602	Staff Salaries & Wages	240,824	245,564	245,564	262,637
610	Overtime and Premium Pay	56	0	0	0
614	Standby Pay	0	0	0	0
617	Temporary Personnel - Hourly	39,659	39,283	39,283	61,812
619	Temporary Personnel - Non-Hourly	17,690	17,632	13,655	0
620	FICA Employer Expenses	17,349	18,754	18,507	20,110
622	Medical/Dental Insurance	0	0	0	0
625	Medicare Portion FICA	4,057	4,386	4,328	4,688
630	ICMA Retirement	14,797	14,714	14,734	15,728
640	Outside Personnel Services	5,453	14,505	11,480	40,094
642	Compensation Adjustments	0	0	0	0
	PERSONNEL SERVICES	**$339,884**	**$354,838**	**$347,551**	**$405,069**
651	Office Supplies	0	0	0	0
654	Photocopy/Printing	0	1,500	500	1,000
655	Postage Costs	827	919	1,500	2,032
660	Operating Supplies	16,422	26,407	26,407	42,761
	MATERIALS & SUPPLIES	**$17,249**	**$28,826**	**$28,407**	**$45,793**
702	Conference/Meeting	309	0	0	1,930
704	Contractual Services	21,539	5,468	4,968	5,468
706	Dues/Books/Subscriptions	961	700	987	1,045
728	Training	498	1,270	1,095	1,770
730	Uniforms & Protective Clothing	436	0	500	1,000
740	Auto Mileage Reimbursement	0	108	108	108
750	Professional Service	0	0	0	0
755	Computer Software	0	400	0	0
760	Utilities	13,444	0	0	0
774	Facility Repair and Maintenance	4,203	0	0	0
776	Other Equipment Maintenance	0	1,000	550	1,000
799	Miscellaneous Services & Charges	0	0	0	0
	OTHER SERVICES & CHARGES	**$41,391**	**$8,946**	**$8,208**	**$12,321**
802	Office Furniture & Equipment	0	0	0	0
803	Tools and Work Equipment	0	0	0	0
809	Other Major Equipment	0	0	0	0
812	Building Improvements	0	0	0	0
	CAPITAL OUTLAY	**$0**	**$0**	**$0**	**$0**
	DEPARTMENT ACCOUNT TOTALS:	**$398,524**	**$392,610**	**$384,166**	**$463,183**

Parks and Recreation - Historic Buildings

01-625

	Account Name/Detailed Explanation	2020 Actual Budget	2021 Adjusted Budget	2021 Estimated Budget	2022 Adopted Budget
602	Staff Salaries & Wages	0	0	0	0
610	Overtime and Premium Pay	0	0	0	0
614	Standby Pay	0	0	0	0
617	Temporary Personnel - Hourly	13,802	16,671	14,014	18,195
617	Temporary Personnel - Non-Hourly	0	0	0	0
620	FICA Employer Expenses	868	1,033	869	1,033
622	Medical/Dental Insurance	0	0	0	0
625	Medicare Portion FICA	203	242	203	119
630	ICMA Retirement	0	0	0	0
640	Outside Personnel Services	0	0	0	0
642	Compensation Adjustments	0	0	0	0
	PERSONNEL SERVICES	**$14,874**	**$17,946**	**$15,086**	**$19,347**
651	Office Supplies	1,346	1,750	1,750	500
654	Photocopy/Printing	4,096	4,500	3,000	2,500
655	Postage Costs	242	600	600	400
660	Operating Supplies	3,202	7,000	3,950	4,000
	MATERIALS & SUPPLIES	**$8,885**	**$13,850**	**$9,300**	**$7,400**
702	Conference/Meeting	0	0	0	0
704	Contractual Services	2,919	5,796	3,728	7,378
706	Dues/Books/Subscriptions	0	0	0	0
728	Training	778	900	900	1,200
730	Uniforms & Protective Clothing	0	0	0	0
740	Auto Mileage Reimbursement	0	0	0	0
750	Professional Service	1,151	1,000	1,000	1,400
758	Rentals and Leases	1,842	1,890	1,890	2,196
760	Utilities	13,088	720	400	720
774	Facility Repair and Maintenance	5,447	8,500	8,500	500
776	Other Equipment Maintenance	464	1,235	200	800
799	Miscellaneous Services & Charges	0	0	0	0
	OTHER SERVICES & CHARGES	**$25,689**	**$20,041**	**$16,618**	**$14,194**
800	Office Furniture & Equipment	0	0	0	0
803	Tools and Work Equipment	0	0	0	0
809	Other Major Equipment	0	0	0	0
812	Building Improvements	6,451	11,800	0	0
	CAPITAL OUTLAY	**$6,451**	**$11,800**	**$0**	**$0**
	DEPARTMENT ACCOUNT TOTALS:	**$55,899**	**$63,637**	**$41,004**	**$40,941**

Recreation Center - Facilities

01-626

	Account Name/Detailed Explanation	2020 Actual Budget	2021 Adjusted Budget	2021 Estimated Budget	2022 Adopted Budget
602	Staff Salaries & Wages	332,932	233,278	233,278	240,993
610	Overtime and Premium Pay	4,344	3,510	750	3,600
614	Standby Pay	10,523	2,392	2,000	2,444
617	Temporary Personnel - Hourly	238,401	237,536	197,500	240,146
620	FICA Employer Expenses	35,275	28,208	26,879	30,200
622	Medical/Dental Insurance	0	0	0	0
625	Medicare Portion FICA	8,250	6,597	6,286	7,047
630	ICMA Retirement	22,224	13,996	13,997	14,430
640	Outside Personnel Services	0	0	0	0
642	Compensation Adjustments	0	0	0	0
	PERSONNEL SERVICES	**$651,950**	**$525,517**	**$480,690**	**$538,860**
651	Office Supplies	0	700	500	700
654	Photocopy/Printing	0	0	0	0
655	Postage Costs	0	560	250	660
660	Operating Supplies	34,955	31,160	26,850	40,160
663	Hazardous Waste Disposal	0	0	0	0
	MATERIALS & SUPPLIES	**$34,955**	**$32,420**	**$27,600**	**$41,520**
702	Conference/Meeting	309	0	0	2,655
704	Contractual Services	42,503	26,640	24,540	26,650
706	Dues/Books/Subscriptions	206	200	530	530
728	Training	121	1,200	1,200	1,400
730	Uniforms & Protective Clothing	3,630	5,705	4,070	5,705
740	Auto Mileage Reimbursement	101	543	400	543
750	Professional Service	0	0	0	6,240
755	Computer Software	2,028	2,816	2,816	2,879
758	Rentals and Leases	0	0	0	0
760	Utilities	300,389	0	0	0
774	Facility Repair and Maintenance	70,714	6,406	0	0
776	Other Equipment Maintenance	3,434	19	0	0
799	Miscellaneous Services & Charges	0	0	0	0
	OTHER SERVICES & CHARGES	**$423,435**	**$43,529**	**$33,556**	**$46,602**
802	Office Equipment	0	0	0	0
809	Other Major Equipment	0	0	0	0
812	Building Improvements	0	0	0	0
	CAPITAL OUTLAY	**$0**	**$0**	**$0**	**$0**
	DEPARTMENT ACCOUNT TOTALS:	**$1,110,340**	**$601,466**	**$541,846**	**$626,982**

Recreation Center - Aquatics

01-627

	Account Name/Detailed Explanation	2020 Actual Budget	2021 Adjusted Budget	2021 Estimated Budget	2022 Adopted Budget
602	Staff Salaries & Wages	191,610	202,117	202,117	207,188
610	Overtime and Premium Pay	700	13,360	15,000	10,580
614	Standby Pay	631	1,560	1,500	1,560
617	Temporary Personnel - Hourly	330,695	429,079	432,000	494,437
619	Temporary Personnel - Non Hourly	2,268	5,378	3,614	0
620	FICA Employer Expenses	32,111	40,221	39,315	44,250
622	Medical/Dental Insurance	0	0	0	0
625	Medicare Portion FICA	7,510	9,407	9,195	10,348
630	ICMA Retirement	12,226	12,127	12,127	12,411
640	Outside Personnel Services	0	0	0	0
	PERSONNEL SERVICES	**$577,751**	**$713,249**	**$714,868**	**$780,774**
651	Office Supplies	0	0	0	0
654	Photocopy/Printing	0	0	0	0
655	Postage Costs	0	0	0	0
660	Operating Supplies	44,997	62,849	62,457	75,637
663	Hazardous Waste Disposal	0	0	0	0
	MATERIALS & SUPPLIES	**$44,997**	**$62,849**	**$62,457**	**$75,637**
702	Conference/Meeting	618	865	0	1,930
704	Contractual Services	2,075	7,486	7,486	12,257
706	Dues/Books/Subscriptions	303	0	440	440
728	Training	2,825	5,140	5,106	7,140
730	Uniforms & Protective Clothing	1,228	4,075	4,022	4,625
740	Auto Mileage Reimbursement	0	0	0	0
755	Computer Software	2,443	2,964	2,964	2,964
758	Rentals and Leases	0	0	0	0
760	Utilities	0	0	0	0
774	Facility Repair and Maintenance	6,313	19,350	18,206	28,730
776	Other Equipment Maintenance	0	0	0	0
799	Miscellaneous Services & Charges	0	0	0	0
	OTHER SERVICES & CHARGES	**$15,804**	**$39,880**	**$38,224**	**$58,086**
802	Office Equipment	0	0	0	0
809	Other Major Equipment	0	0	0	0
812	Building Improvements	0	0	0	0
	CAPITAL OUTLAY	**$0**	**$0**	**$0**	**$0**
	DEPARTMENT ACCOUNT TOTALS:	**$638,552**	**$815,978**	**$815,549**	**$914,497**

Recreation Center - Fitness

01-628

	Account Name/Detailed Explanation	2020 Actual Budget	2021 Adjusted Budget	2021 Estimated Budget	2022 Adopted Budget
602	Staff Salaries & Wages	45,956	46,788	46,788	48,319
610	Overtime and Premium Pay	0	0	0	0
614	Standby Pay	0	0	0	0
617	Temporary Personnel - Hourly	102,097	144,076	117,500	169,704
619	Temporary Personnel - Non-Hourly	60,824	99,652	98,037	0
620	FICA Employer Expenses	12,979	19,393	16,264	13,519
622	Medical/Dental Insurance	0	0	0	0
625	Medicare Portion FICA	3,035	4,536	3,804	3,158
630	ICMA Retirement	2,999	2,806	2,807	2,899
640	Outside Personnel Services	102	160	0	101,520
	PERSONNEL SERVICES	**$227,993**	**$317,411**	**$285,200**	**$339,119**
651	Office Supplies	0	0	0	0
654	Photocopy/Printing	0	0	0	0
655	Postage Costs	0	50	0	50
660	Operating Supplies	1,579	6,750	5,450	11,150
	MATERIALS & SUPPLIES	**$1,579**	**$6,800**	**$5,450**	**$11,200**
702	Conference/Meeting	309	0	0	885
704	Contractual Services	2,372	6,000	6,000	6,000
706	Dues/Books/Subscriptions	103	0	110	110
728	Training	30	2,600	1,500	2,300
730	Uniforms & Protective Clothing	0	350	200	350
740	Auto Mileage Reimbursement	0	87	50	87
755	Computer Software	0	864	864	894
758	Rentals and Leases	0	0	0	0
760	Utilities	0	0	0	0
774	Facility Repair and Maintenance	0	0	0	0
776	Other Equipment Maintenance	0	0	0	0
799	Miscellaneous Services & Charges	0	0	0	0
	OTHER SERVICES & CHARGES	**$2,814**	**$9,901**	**$8,724**	**$10,626**
803	Tools and Work Equipment	0	0	0	0
809	Other Major Equipment	0	0	0	0
812	Building Improvements	0	0	0	0
	CAPITAL OUTLAY	**$0**	**$0**	**$0**	**$0**
	DEPARTMENT ACCOUNT TOTALS:	**$232,386**	**$334,112**	**$299,374**	**$360,945**

Public Art Fund Long-term Financial Plan

Fund 12

		2020 Actual Budget	2021 Adjusted Budget	2021 Estimated Budget	2022 Adopted Budget	2023 Proposed Budget	2024 Proposed Budget	2025 Proposed Budget	2026 Proposed Budget	2027 Proposed Budget
12-580-00-589	**BEGINNING FUND BALANCE**	**$50,350**	**$70,553**	**$84,906**	**$167,976**	**$239,226**	**$251,351**	**$263,476**	**$275,601**	**$287,726**
	PRIVATE DEVELOPMENT REVENUES									
12-500-02-505	Building Use Tax	$24,089	$9,000	$60,000	$50,000	$8,500	$8,500	$8,500	$8,500	$8,500
12-510-00-516	Building Permits	$7,216	$2,000	$15,000	$14,000	$2,000	$2,000	$2,000	$2,000	$2,000
12-550-05-551	Plan Review Fees	$2,914	$1,300	$7,500	$7,000	$1,300	$1,300	$1,300	$1,300	$1,300
12-550-06-551	Development Review Fees	$221	$100	$500	$150	$125	$125	$125	$125	$125
12-580-00-581	Interest	$116	$100	$70	$100	$200	$200	$200	$200	$200
	TOTAL REVENUES	**$34,556**	**$12,500**	**$83,070**	**$71,250**	**$12,125**	**$12,125**	**$12,125**	**$12,125**	**$12,125**
	TOTAL AVAILABLE FUNDS	**$84,906**	**$83,053**	**$167,976**	**$239,226**	**$251,351**	**$263,476**	**$275,601**	**$287,726**	**$299,851**
	EXPENDITURES - ART ACQUISITIONS									
12-601-800-809	Anderson Park	$0	$0	$0	$0	$0	$0	$0	$0	$0
	TOTAL EXPENDITURES	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
	ENDING FUND BALANCE	**$84,906**	**$83,053**	**$167,976**	**$239,226**	**$251,351**	**$263,476**	**$275,601**	**$287,726**	**$299,851**
12-580-01-589	**BEGINNING FUND BALANCE**	**$192,410**	**$195,562**	**$192,410**	**$192,410**	**$619,693**	**$207,410**	**$202,410**	**$192,410**	**$192,410**
	PUBLIC DEVELOPMENT REVENUES									
	Tabor Street Reconstruction	$0	$0	$0	$0	$0	$0	$0	$0	$0
	32nd & Xenon Traffic Signal	$0	$0	$0	$0	$0	$0	$0	$0	$0
12-580-00-582	Clear Creek Crossing	$0	$0	$192,482	$0	$0	$0	$0	$0	$0
	Wadsworth Widening	$0	$450,000	$0	$384,783	$100,000	$0	$0	$0	$0
	Ward TOD - URA Bond	$0	$0	$0	$32,500	$95,500	$0	$0	$0	$0
	Kipling Corridor - URA Bond	$0	$0	$0	$10,000	$0	$0	$50,000	$0	$0
	Applewood - URA Bond	$0	$0	$0	$0	$5,000	$42,500	$0	$0	$0
	TOTAL REVENUES	**$0**	**$450,000**	**$192,482**	**$427,283**	**$200,500**	**$42,500**	**$50,000**	**$0**	**$0**
	TOTAL AVAILABLE FUNDS	**$192,410**	**$645,562**	**$384,892**	**$619,693**	**$820,193**	**$249,910**	**$252,410**	**$192,410**	**$192,410**
	EXPENDITURES - ART ACQUISITIONS									
12-601-800-810	Clear Creek Crossing	$0	$168,000	$192,482	$0	$0	$0	$0	$0	$0
12-601-800-812	Wadsworth Widening	$0	$450,000	$0	$0	$484,783	$0	$0	$0	$0
To be assigned	Ward TOD - URA Bond	$0	$0	$0	$0	$128,000	$0	$0	$0	$0
To be assigned	Kipling Corridor - URA Bond	$0	$0	$0	$0	$0	$0	$60,000	$0	$0
To be assigned	Applewood - URA Bond	$0	$0	$0	$0	$0	$47,500	$0	$0	$0
	TOTAL EXPENDITURES	**$0**	**$618,000**	**$192,482**	**$0**	**$612,783**	**$47,500**	**$60,000**	**$0**	**$0**
	ENDING FUND BALANCE	**$192,410**	**$27,562**	**$192,410**	**$619,693**	**$207,410**	**$202,410**	**$192,410**	**$192,410**	**$192,410**

Police Investigation Fund

Fund 17

		2020 Actual Budget	2021 Adjusted Budget	2021 Estimated Budget	2022 Adopted Budget
17-580-00-589	**BEGINNING FUND BALANCE**	**$37,009**	**$22,019**	**$37,016**	**$37,020**
	REVENUES				
17-580-00-581	Interest	$7	$10	$4	$10
17-580-00-588	Miscellaneous Revenue	$0	$0	$0	$0
	TOTAL REVENUES	**$7**	**$10**	**$4**	**$10**
	TOTAL AVAILABLE FUNDS	**$37,016**	**$22,029**	**$37,020**	**$37,030**
	EXPENDITURES				
17-202-650-660	Operating Supplies	$0	$0	$0	$0
17-202-700-704	Contract Services	$0	$5,000	$0	$0
17-202-800-806	Computer Software	$0	$0	$0	$5,000
17-202-800-809	Other Major Equipment	$0	$10,000	$0	$4,000
17-202-800-812	Building Improvements	$0	$0	$0	$0
	TOTAL EXPENDITURES	**$0**	**$15,000**	**$0**	**$9,000**
	ENDING FUND BALANCE	**$37,016**	**$7,029**	**$37,020**	**$28,030**

OPEN SPACE FUND 32		2020 ACTUAL	2021 ADJUSTED	2021 ESTIMATED	2022 ADOPTED	2023 PROPOSED	2024 PROPOSED	2025 PROPOSED	2026 PROPOSED	2027 PROPOSED
32-580-00-589	**BEGINNING FUND BALANCE**	$2,363,094	$2,618,045	$3,639,108	$2,914,579	$1,351,506	$2,078,945	$2,366,558	$1,638,916	$1,395,578
	REVENUES									
32-520-00-539	**State of Colorado Grant**									
	State Historic Fund									
		$0	$0	$0	$0	$0	$0	$0	$0	$0
	GOCO Grant									
	State Trail Grant - Clear Creek Trail	$0	$0	$0	$0	$0	$0	$0	$0	$0
	Local Government Grant Prospect Park	$0	$350,000	$0	$350,000	$0	$0	$0	$0	$0
	School Yard Initiative	$0	$110,000	$110,000	$0	$0	$0	$0	$0	$0
	Resilient Communities Grant	$0	$162,970	$0	$162,900	$0	$0	$0	$0	$0
	Panorama Park Tennis Courts	$0	$0	$0	$350,000	$0	$0	$0	$0	$0
32-520-00-540	**Jefferson County Open Space Tax**	$1,442,148	$1,200,000	$1,500,000	$1,550,000	$1,400,000	$1,400,000	$1,400,000	$1,400,000	$1,400,000
32-550-00-555	**Developer Fees**	$349,621	$838,069	$690,075	$298,856	$0	$0	$0	$0	$0
32-520-00-564	**Jefferson County Local Government Grant**									
	Prospect Park Renovation	$0	$0	$0	$0	$0	$0	$0	$0	$0
	Clear Creek Trail	$0	$0	$0	$0	$0	$0	$0	$0	$0
	Grant Projects	$0	$250,000	$0	$200,000	$0	$0	$0	$0	$0
32-580-00-556	**Land Sales**	$0	$0	$0	$100,000	$0	$0	$0	$0	$0
32-580-00-581	**Interest Earnings**	$5,837	$250	$215	$250	$250	$250	$250	$250	$250
32-580-00-588	**Miscellaneous Fees**	$10,000	$35,175	$35,175	$800,000	$0	$0	$0	$0	$0
32-590-00-591	**Transfer from General Fund**	$0	$0	$0	$0	$0	$0	$0	$0	$0
	TOTAL REVENUES	**$1,807,606**	**$2,946,464**	**$2,335,465**	**$3,812,006**	**$1,400,250**	**$1,400,250**	**$1,400,250**	**$1,400,250**	**$1,400,250**
	TOTAL AVAILABLE FUNDS	**$4,170,700**	**$5,564,509**	**$5,974,572**	**$6,726,585**	**$2,751,756**	**$3,479,195**	**$3,766,808**	**$3,039,166**	**$2,795,828**
	EXPENDITURES									
	Acquisitions									
32-601-800-809	*Park Acquisition*	$0	$0	$0	$0	$0	$0	$0	$0	$0
	Subtotal	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
	Development Projects									
32-601-800-859	*Anderson Park Master Plan/Park Renovation*	$0	$0	$0	$0	$0	$500,000	$0	$0	$0
32-601-800-879	*Prospect Park Improvements*	$6,420	$1,809,220	$2,325,500	$0	$0	$0	$1,500,000	$1,000,000	$0
32-601-800-878	*Open Space Master Plan*	$0	$100,000	$100,000	$0	$0	$0	$0	$0	$0
32-601-800-881	*The Green - Ridge at 38*	$4,720	$895,280	$60,175	$3,812,630	$0	$0	$0	$0	$0
32-601-800-888	*Playground Replacement*	$111,168	$0	$0	$0	$0	$0	$0	$0	$0
32-601-800-882	*Peaks to Plains Strategic Plan*	$0	$0	$0	$25,000	$0	$0	$0	$0	$0
32-601-800-883	*Outdoor Fitness Court*	$0	$0	$0	$50,000	$0	$0	$0	$0	$0
	Subtotal	**$122,308**	**$2,804,500**	**$2,485,675**	**$3,887,630**	**$0**	**$500,000**	**$1,500,000**	**$1,000,000**	**$0**
	Maintenance Projects									
32-601-800-870	*Open Space Improvements*	$0	$124,345	$124,345	$30,000	$25,000	$25,000	$25,000	$25,000	$25,000
32-601-800-871	*Park Maintenance Projects*	$1,542	$84,508	$25,000	$525,000	$100,000	$25,000	$25,000	$25,000	$25,000
32-601-800-872	*Trail Replacement/Repair*	$0	$500,000	$0	$400,000	$0	$0	$0	$0	$0
32-601-800-873	*Prospect Park Improvements*	$0	$655	$0	$0	$0	$0	$0	$0	$0
	Subtotal	**$1,542**	**$709,508**	**$149,345**	**$955,000**	**$125,000**	**$50,000**	**$50,000**	**$50,000**	**$50,000**
	Park Maintenance Staff									
32-601-600-602	*Salaries*	$309,948	$367,088	$316,515	$399,287	$411,266	$423,604	$436,312	$449,401	$462,883
32-601-600-610	*Overtime*	$2,964	$8,378	$7,489	$8,629	$8,715	$8,802	$8,890	$8,979	$9,069
32-601-600-614	*Standby Pay*	$3,571	$3,381	$3,381	$3,482	$3,517	$3,552	$3,588	$3,623	$3,660
32-601-600-620	*FICA*	$18,480	$22,759	$20,310	$23,804	$25,498	$26,263	$27,051	$27,863	$28,699
32-601-600-622	*Medical/Dental*	$50,450	$61,167	$53,696	$67,500	$68,175	$68,857	$69,545	$70,241	$70,943
32-601-600-625	*Medicare*	$4,479	$5,323	$4,592	$5,790	$5,963	$6,142	$6,327	$6,516	$6,712
32-601-600-630	*ICMA Retirement*	$17,850	$22,025	$18,991	$23,957	$24,676	$25,416	$26,179	$26,964	$27,773
	Subtotal	**$407,742**	**$490,121**	**$424,974**	**$532,449**	**$547,811**	**$562,637**	**$577,892**	**$593,588**	**$609,739**
	Transfers									
32-601-890-891	*General Fund*	$0	$0	$0	$0	$0	$0	$0	$0	$0
32-601-890-892	*Recreation Center*	$0	$0	$0	$0	$0	$0	$0	$0	$0
	Subtotal	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
	TOTAL EXPENDITURES	**$531,592**	**$4,004,129**	**$3,059,994**	**$5,375,079**	**$672,811**	**$1,112,637**	**$2,127,892**	**$1,643,588**	**$659,739**
	ENDING FUND BALANCE	**$3,639,108**	**$1,560,380**	**$2,914,579**	**$1,351,506**	**$2,078,945**	**$2,366,558**	**$1,638,916**	**$1,395,578**	**$2,136,089**
	RESTRICTED FUND BALANCE	**$1,081,825**	**$1,004,887**	**$1,749,305**	**$1,043,161**	**$1,043,161**	**$1,043,161**	**$1,043,161**	**$1,043,161**	**$1,043,161**
	UNRESTRICTED FUND BALANCE	**$2,557,283**	**$555,493**	**$1,165,274**	**$308,345**	**$1,035,784**	**$1,323,397**	**$595,755**	**$352,417**	**$1,092,928**

Municipal Court Fund

Fund 33

		2020 Actual Budget	2021 Adjusted Budget	2021 Estimated Budget	2022 Adopted Budget
33-580-00-589	**BEGINNING FUND BALANCE**	**$94,623**	**$79,210**	**$94,334**	**$83,116**
	REVENUES				
33-560-00-562	$1 of Court Fees	$497	$1,000	$750	$1,000
33-560-00-563	$4 of Court Fees	$1,988	$4,000	$2,000	$3,000
33-560-00-565	Direct Victim Services	$2,485	$5,000	$3,000	$3,000
33-560-00-566	Warrant/Judgments	$1,455	$2,000	$2,000	$2,250
33-560-00-567	Transcript Fees	$150	$500	$500	$1,000
33-580-00-588	Miscellaneous Income	$0	$0	$0	$0
33-580-00-581	Interest	$64	$50	$32	$50
	TOTAL REVENUES	**$6,639**	**$12,550**	**$8,282**	**$10,300**
	TOTAL AVAILABLE FUNDS	**$101,262**	**$91,760**	**$102,616**	**$93,416**
	EXPENDITURES				
33-109-700-715	Transcript Fees	$150	$1,500	$500	$1,000
33-109-700-776	Equipment Maintenance	$0	$2,000	$2,000	$2,000
33-109-700-783	Court $4 Expenses	$3,000	$15,500	$10,500	$20,000
33-109-700-787	Warrant/Judgments	$1,158	$2,000	$2,000	$2,250
33-109-700-790	Direct Victim Services	$2,475	$5,000	$3,000	$4,000
33-109-700-792	Probation $1 Expense	$145	$3,000	$1,500	$3,000
	TOTAL EXPENDITURES	**$6,928**	**$29,000**	**$19,500**	**$32,250**
	ENDING FUND BALANCE	**$94,334**	**$62,760**	**$83,116**	**$61,166**

CONSERVATION TRUST FUND 54		2020 ACTUAL	2021 ADJUSTED	2021 ESTIMATED	2022 ADOPTED	2023 PROPOSED	2024 PROPOSED	2025 PROPOSED	2026 PROPOSED	2027 PROPOSED
54-580-00-589	**BEGINNING FUND BALANCE**	$628,642	$788,255	$788,255	$380,771	$364,382	$437,882	$461,882	$486,882	$511,882
	REVENUES									
54-520-00-539	**State of Colorado Lottery**	$323,951	$320,000	$350,000	$350,000	$320,000	$320,000	$320,000	$320,000	$320,000
54-580-00-581	**Interest**	$6,904	$3,585	$1,125	$1,111	$3,500	$4,000	$5,000	$5,000	$5,000
54-580-00-588	**Miscellaneous Income**	$0	$0	$0	$0	$0	$0	$0	$0	$0
	TOTAL REVENUES	**$330,855**	**$323,585**	**$351,125**	**$351,111**	**$323,500**	**$324,000**	**$325,000**	**$325,000**	**$325,000**
	TOTAL AVAILABLE FUNDS	**$959,497**	**$1,111,840**	**$1,139,380**	**$731,882**	**$687,882**	**$761,882**	**$786,882**	**$811,882**	**$836,882**
	EXPENDITURES									
	Development Projects									
54-601-800-860	*Facility Improvements*	$0	$0	$0	$25,000	$50,000	$100,000	$100,000	$100,000	$100,000
54-601-800-866	*Prospect Park Renovation Phase II*	$8,530	$491,470	$491,470	$0	$0	$0	$0	$0	$0
54-601-800-863	*Anderson Building Replacement*	$0	$0	$0	$0	$0	$0	$0	$0	$0
54-601-800-864	*Active Adult Center Parking Lot*	$0	$0	$0	$0	$0	$0	$0	$0	$0
	Subtotal	$8,530	$491,470	$491,470	$25,000	$50,000	$100,000	$100,000	$100,000	$100,000
	Maintenance Projects									
54-601-800-870	*Recreation Facilities*	$77,712	$288,520	$230,000	$187,500	$150,000	$150,000	$150,000	$150,000	$150,000
54-601-800-872	*Park Maintenance Projects*	$0	$65,000	$12,139	$40,000	$25,000	$25,000	$25,000	$25,000	$25,000
54-601-800-873	*Resurface Tennis/Basketball Courts*	$0	$49,750	$25,000	$15,000	$25,000	$25,000	$25,000	$25,000	$25,000
54-601-800-879	*Panorama Park Irrigation*	$0	$0	$0	$0	$0	$0	$0	$0	$0
54-601-800-888	*Playground Replacement*	$85,000	$0	$0	$100,000	$0	$0	$0	$0	$0
	Subtotal	$162,712	$403,270	$267,139	$342,500	$200,000	$200,000	$200,000	$200,000	$200,000
	General Fund Transfers									
54-601-890-891	*General Fund*	$0	$0	$0	$0	$0	$0	$0	$0	$0
	Subtotal	$0	$0	$0	$0	$0	$0	$0	$0	$0
	TOTAL EXPENDITURES	**$171,242**	**$894,740**	**$758,609**	**$367,500**	**$250,000**	**$300,000**	**$300,000**	**$300,000**	**$300,000**
	ENDING FUND BALANCE	**$788,255**	**$217,100**	**$380,771**	**$364,382**	**$437,882**	**$461,882**	**$486,882**	**$511,882**	**$536,882**

Equipment Replacement Fund

Fund 57

		2020 Actual Budget	2021 Adjusted Budget	2021 Estimated Budget	2022 Adopted Budget
57-580-00-589	**BEGINNING FUND BALANCE**	**$137,596**	**$173,716**	**$87,206**	**$77,396**
	REVENUES				
57-590-00-591	Transfer from General Fund	$100,000	$0	$0	$500,000
57-580-00-581	Interest	$177	$100	$89	$100
	TOTAL REVENUES	**$100,177**	**$100**	**$89**	**$500,100**
	TOTAL AVAILABLE FUNDS	**$237,773**	**$173,816**	**$87,295**	**$577,496**
	EXPENDITURES				
57-204-700-750	Professional Services	$44,497	$0	$0	$0
57-204-800-805	Police Radios	$9,491	$6,500	$6,500	$0
57-201-800-809	Other Major Equipment	$96,579	$3,399	$3,399	$0
	TOTAL EXPENDITURES	**$150,567**	**$9,899**	**$9,899**	**$0**
	ENDING FUND BALANCE	**$87,206**	**$163,917**	**$77,396**	**$577,496**

Crime Prevention Fund

Fund 63

		2020 Actual Budget	2021 Adjusted Budget	2021 Estimated Budget	2022 Adopted Budget
63-580-00-589	**BEGINNING FUND BALANCE**	**$492,294**	**$277,452**	**$292,220**	**$157,827**
	REVENUES				
63-500-00-508	Lodger's Tax	$254,341	$300,000	$384,000	$450,000
63-560-00-561	No Proof of Insurance	$11,363	$20,000	$15,000	$20,000
63-580-00-581	Interest	$100	$100	$50	$100
63-500-00-588	Miscellaneous Revenue	$300	$0	$0	$0
	TOTAL REVENUES	**$266,104**	**$320,100**	**$399,050**	**$470,100**
	TOTAL AVAILABLE FUNDS	**$758,398**	**$597,552**	**$691,270**	**$627,927**
	EXPENDITURES				
63-201-600-602	Salaries & Wages	$359,629	$433,305	$410,000	$452,895
63-201-600-610	Overtime & Premium Pay	$5,172	$6,348	$5,000	$8,800
63-201-600-618	Court Pay	$1,303	$480	$521	$960
63-201-600-620	FICA	$13,181	$18,071	$17,000	$19,000
63-201-600-622	Medical/Dental Insurance	$44,769	$55,000	$47,524	$48,474
63-201-600-625	Medicare Portion FICA	$5,130	$6,283	$5,700	$6,567
63-201-600-630	ICMA Retirement	$14,346	$17,302	$16,000	$27,174
63-201-600-633	Police Retirement	$15,535	$15,789	$15,000	$16,937
63-201-600-634	State Disability Insurance	$3,935	$3,688	$2,700	$4,400
	PERSONNEL SERVICES	**$463,000**	**$556,266**	**$519,445**	**$585,207**
63-201-650-660	Operating Supplies	$1,542	$4,900	$4,900	$19,300
	MATERIALS & SUPPLIES	**$1,542**	**$4,900**	**$4,900**	**$19,300**
63-201-700-702	Conference/Meeting	$575	$9,100	$5,000	$9,100
63-201-700-706	Dues, Books, Subscriptions	$35	$1,000	$750	$350
63-201-700-730	Uniforms & Protective Clothing	$642	$5,000	$1,000	$5,000
63-201-700-750	Professional Services	$384	$2,348	$2,348	$2,348
	OTHER SERVICES & CHARGES	**$1,636**	**$17,448**	**$9,098**	**$16,798**
	TOTAL EXPENDITURES	**$466,178**	**$578,614**	**$533,443**	**$621,305**
	ENDING FUND BALANCE	**$292,220**	**$18,938**	**$157,827**	**$6,622**

Financial Policies

CITY OF WHEAT RIDGE
ACCOUNTING, BUDGETING AND FINANCIAL POLICIES 2022

The City of Wheat Ridge, Colorado, financial policies set forth the basic framework for the fiscal management of the City. These policies were developed within the parameters established by applicable provisions of the Colorado Revised Statutes and the City of Wheat Ridge City Charter. The policies are to be reviewed on an annual basis and modified to accommodate changing circumstances or conditions.

✓ This budget complies with the Accounting, Budgeting and Financial Policies set forth below.

Basis of Accounting

The City's finances are accounted for in accordance with generally accepted accounting principles (GAAP) as established by the Governmental Accounting Standards Board (GASB).

Basis of accounting refers to the point at which revenues or expenditures are recognized in the accounts and reported in the financial statements. The government-wide financial statements, as well as the financial statements for proprietary funds and fiduciary funds, are reported using the economic resource measurement focus and the accrual basis of accounting. Under accrual basis of accounting, revenues are recorded when earned, and expenses are recorded when a liability is incurred, regardless of when the cash is received.

Governmental fund financial statements are reported using current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized as soon as they become both measurable and available, and expenditures are recorded in the period that the expenditure occurs and becomes a liability.

For accounting purposes, the budget for each department is broken down into a variety of divisions and/or program budgets. Expenditures are classified as the following:

- Personnel Services
- Services & Supplies
- Capital Outlay

Personnel Services includes salaries for full-time and part-time employees, overtime pay, insurance, retirement, and other costs related to the City. The compensation plan is intended to provide all employees with fair and equitable pay and to provide a uniform system of payment. The City has adopted a Performance-Based Pay Plan. This plan equates an employee's salary based upon the performance evaluation rating.

Services & Supplies encompasses administrative costs such as office supplies, uniforms, small tools, ammunition, salt, sand and gravel, dues, subscriptions, travel, and training expense, safety

programs, audit/legal/consulting fees, telephone/utility charges, principal and interest payments, and photocopying, to name a few.

Capital Outlay consists of fixed assets over $5,000 and useful life of greater than one year. This expenditure area consists of furniture/fixtures, computer hardware, land, buildings, and other infrastructure. A detailed "line-item" budget is provided to departments to facilitate the monitoring of day-to-day expenditures.

Basis of Budgeting

Basis of budgeting refers to the methodology used to include revenues and expenditures in the budget. The City of Wheat Ridge budgets on a cash basis. The City does not budget for non-cash items such as depreciation and amortization. The revenues and expenditures are assumed to be collected or spent during the period appropriated. Using this assumption, the current year revenues are compared to expenditures to ensure that each fund has sufficient revenues to cover expenditures during the budget year or that there are sufficient cash reserves in the fund to cover a revenue shortfall. The City's operating budget and all special funds are adopted on an annual basis (the fiscal year begins with the first day of January and ends on the last day of December), with all appropriations lapsing at fiscal year-end. Capital projects and grant funds have multi-year budgets. Outstanding encumbrances at fiscal year-end are re-appropriated by approval of the City Council in the subsequent fiscal year.

Basis of Budgeting vs. Basis of Accounting

The basis of budgeting differs from the basis of accounting only by the assumptions that are made in regard to the timing of the recognition of revenues and expenditures. The budget assumes that all revenues and expenditures, as well as the associated cash, will be expended or received during the budget period. Conversely, the basis of accounting only recognizes revenues when they become both measurable and available and expenditures when incurred. Cash is not necessarily received or expended at the same time.

Basis of Presentation – Fund Accounting

The activities of the City are organized into separate funds that are designated for a specific purpose or set of purposes. Each fund is considered a separate accounting entity, so the operations of each fund are accounted for with a set of self-balancing accounts that comprise its revenues, expenses, assets, liabilities, and fund equity as appropriate.

The number and variety of funds used by the City promotes accountability but can also make municipal budgeting and finance complex. Therefore, understanding the fund structure is an important part of understanding the City's finances. The City uses Governmental Funds, and within this fund type, the City has Special Revenue Funds and a Capital Investment Project Fund.

The following is a description of the General Fund, Special Revenue Funds, the Capital Investment Program (CIP), and the Recreation Center Fund.

Governmental Funds

General Fund

The General Fund is the City's primary operating fund and is used to track the revenues and expenditures associated with the basic City services that are not required to be accounted for in other funds. This includes services such as police, public works, parks and recreation, and other support services such as human resources. These services are funded by general-purpose tax revenues and other revenues that are unrestricted. This means that the City Council, with input from the public, has the ability to distribute the funds in a way that best meets the needs of the community as opposed to other funds that are restricted to predefined uses.

Special Revenue Funds

Special Revenue funds account for activities supported by revenues that are received or set aside for a specific purpose that is legally restricted. These funds are described in greater detail under the Special Funds tab of this budget document. The City has seven Special Revenue Funds: Public Art Fund, Police Investigation Fund, Open Space Fund, Municipal Court Fund, Conservation Trust Fund, Equipment Replacement Fund, and Crime Prevention Fund.

Capital Investment Program Fund

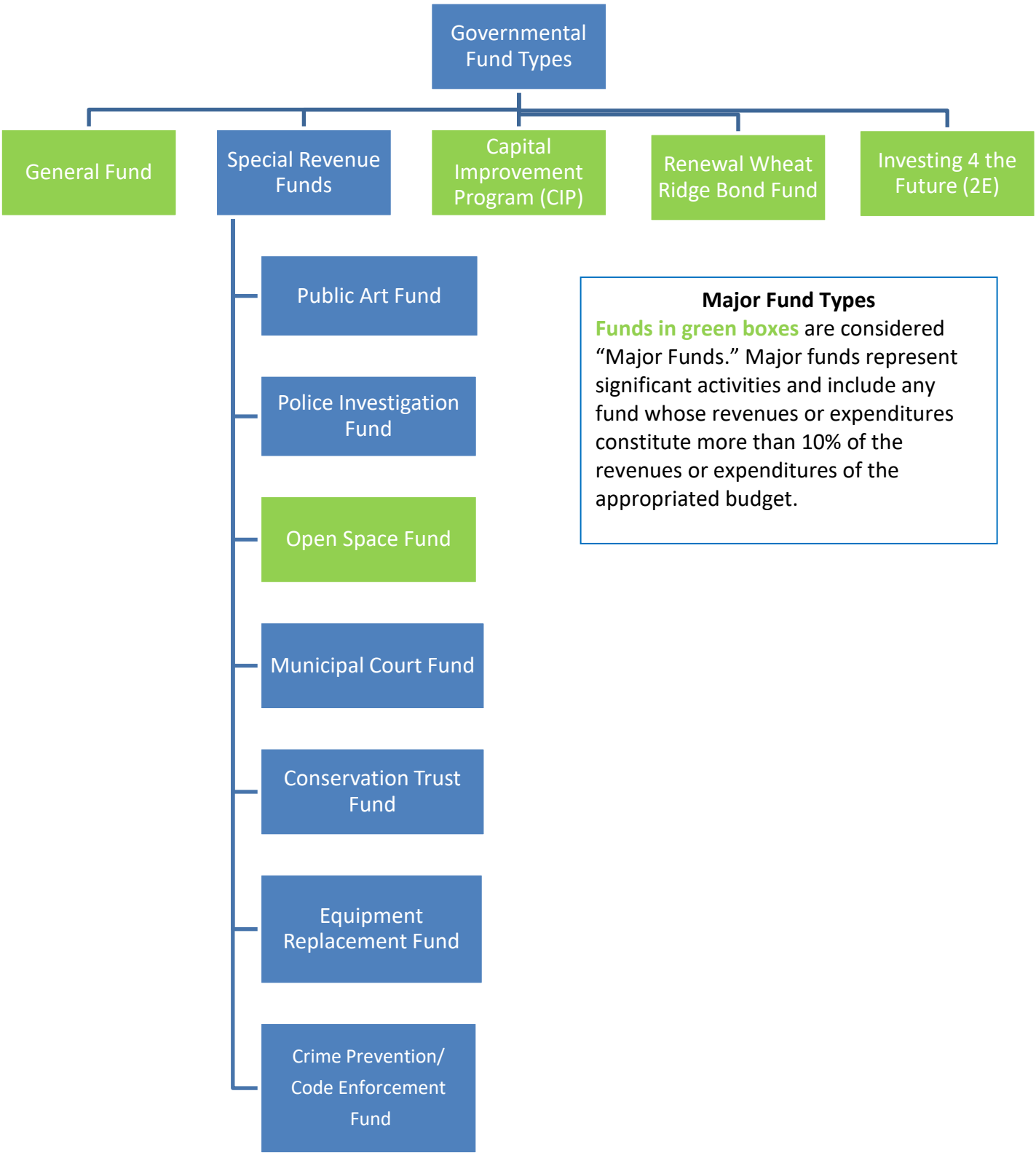
The Capital Improvement Program (CIP) Fund account is for financial resources that must be used for the acquisition, improvements, or construction of major capital projects. The CIP is funded by a transfer from the General Fund in addition to other revenue sources such as grants and lodger's tax. The 10-year Capital Investment Plan lists approved and anticipated capital projects of the City and is located in the CIP tab of this budget document.

Renewal Wheat Ridge Bond Projects Fund

In June 2021, the Wheat Ridge Urban Renewal Authority dba Renewal Wheat Ridge (RWR) adopted Resolution 17-2021, authorizing the issuance of bonds to be used for public improvements within the I-70/Kipling Corridor Urban Renewal Plan Area (Plan Area). The 2022 budget includes a new fund to pay for capital improvement projects on public property. Each year, for the duration of the fund, RWR will transfer a payment to the fund to be used for project expenditures. The estimated budget for the life of the fund is included in the RWR Bond Projects tab of this budget document.

Recreation Center Fund

The Recreation Center Fund was a governmental fund, discontinued in 2020, whereby the expense of providing goods and services to the general public on a continuing basis was financed or recovered primarily through user charges. However, the Recreation Center Fund was not self-sufficient and did not account for internal services such as information technology and human resources costs which were covered under the General Fund. Now that user charges are insufficient to cover the operations of the Recreation Center Fund, Recreation Center revenues and expenditures were accounted for in the General Fund beginning in 2020.



Major Fund Types

Funds in green boxes are considered "Major Funds." Major funds represent significant activities and include any fund whose revenues or expenditures constitute more than 10% of the revenues or expenditures of the appropriated budget.

Budget Process & Timeline
In accordance with the City Charter, the annual budget process and timeline are outlined in the Budget in Brief section of this budget document.

Procurement Planning
All City purchases of goods or services are made in accordance with the State of Colorado Revised Statutes, Wheat Ridge City Charter, and the City's Purchasing Guidelines.

Financial Reporting
The City's accounting records are audited by an independent certified public accounting firm following the conclusion of each fiscal year in accordance with the City Charter and state law. The City Manager and Administrative Services Director prepare a set of Audited Financial Statements in accordance with generally accepted accounting principles (GAAP) as applicable to state and local governments established by the Governmental Accounting Standards Board (GASB) for governmental accounting and financial reporting principles. The Audited Financial Statements show the status of the City's finances on the basis of GAAP, along with fund revenues and expenditures on both a GAAP basis and budget basis for comparison purposes.

✓ **Debt Management Policy**
The City Council adopted a Debt Management Policy in June of 2011. This policy is included in this section of the budget document. This budget complies with the Debt Management Policy.

✓ **Unrestricted Fund Balance Policy**
The City Council adopted an Unrestricted Fund Balance Policy in June of 2011. This policy is included in this section of the budget document. This budget complies with the Unrestricted Fund Balance Policy.

Financial Policies

CITY OF WHEAT RIDGE
DEBT MANAGEMENT POLICY
Adopted by City Council June 2011

The City of Wheat Ridge (City) recognizes the importance of long-range financial planning in order to meet its capital project and improvement needs. The following debt management policy provides guidance on the issuance of debt to help ensure that the City maintains a sound debt position and that its credit quality is protected. As such, the policy allows for an appropriate balance between establishing debt parameters while also providing flexibility to respond to unforeseen circumstances and new opportunities.

Responsibility and Administration of Policy
The primary responsibility for developing long-term financing recommendations rests with the City Manager. During the annual budget process, and at any other time during the year that may be warranted, the City Manager will work with the Administrative Services Director and the City Treasurer (the internal working group) to determine if there is a need for long-term financing consideration. As part of the determination process, the internal working group shall review the financing needs outlined by the Capital Investment Program (see below) to analyze the capital financing needs compared with available resources. The internal working group will also provide recommendations regarding refunding and restructuring of existing debt.

Once the determination is made by the internal working group to pursue finance borrowing, refunding, or restructuring of debt, the City Manager shall prepare and present to City Council a resolution of intent to issue debt and authorizing City staff to proceed with the necessary preparations. The City Charter (Chapter XII – Municipal Funding) outlines the specific approvals (e.g., voter authorization, a majority vote by City Council, etc.) that are required in order for the City to issue various types of debt, and this policy will be administered in conformity with the City Charter.

The City Manager and City Treasurer will review the Debt Management Policy annually in connection with the City's annual budget process to ensure that the City is adhering to the framework outlined in this policy and make recommendations to revise the policy as needed.

Capital Investment Program
The Capital Investment Program (CIP) will be utilized to identify capital projects and/or improvements that are part of the City's strategic vision and economic development efforts.

The CIP will cover, at a minimum, a 10-year period and provide a projection of the financing needs required to implement the CIP. The CIP will include the associated ongoing operations and maintenance costs of such capital assets and/or improvements so that the total costs of the projects are considered. The CIP will be updated annually by the City's Public Works Director as part of the budget process.

Purpose of Debt
Incurrence of debt or long-term borrowing will only be used for the purpose of providing financing for capital assets, which include but are not limited to buildings, infrastructure, land acquisition, and purchase of significant equipment. The City, under no circumstances, will issue debt or borrow funds to finance City operations and maintenance costs.

The City will strive to maximize the use of pay-as-you-go financing for capital projects and improvements. Debt borrowing will be considered when annual revenues and accumulation of fund balances are not sufficient to provide the necessary funding for such projects.

Types of Debt
The types of debt instruments to be used by the City may include:

- General Obligation and Revenue Bonds
- Short-term notes
- Special or Local Improvement bonds
- Certificates of Participation
- Any other legally recognized security approved by City Council

Although permitted by the City Charter, the City will avoid the issuance of tax or revenue anticipation notes.

Additionally, the City will strive to secure a fixed-rate structure when issuing debt. The City will consider a variable rate structure when market conditions favor this type of issuance, and when feasible, ensure there is a maximum interest rate provided within the variable rate structure.

Credit enhancements will be used only in instances where the anticipated present value savings in terms of reduced interest expense exceeds the cost of the credit enhancement.

Level of Debt
The City's aggregate amount of bonds or other evidence of indebtedness outstanding will not exceed three percent (3%) of the actual valuation of the taxable property within the City, as shown by the last preceding assessment. In determining the amount of indebtedness outstanding, the City will adhere with the computation guidelines as established by City Charter.

The City will strive to maintain its annual debt service costs (principal and interest) for its governmental activities at a level of no greater than 10% of general fund expenditures. The repayment terms of the debt will not exceed the useful life of the capital asset financed. Further, the City will seek level or declining debt repayment schedules and will not issue debt that provides for a balloon principal payment reserved at the end of the term of the issue. Moreover, the City will also strive to obtain redemption terms that allow for the prepayment of debt without paying a redemption penalty.

Debt Issuance Practices
As part of its debt issuance process, the City will at all times manage its debt and sustain its financial position in order to secure and maintain an Aa/AA or higher bond rating. The City will market its

debt through the use of a competitive bid process when issuing general obligation debt. The competitive bid process will also be used for other debt issuances unless time, interest rates, and/or other factors make it more favorable for the City to use a negotiated process.

If needed, the City will hire an independent financial advisor and any other professional service provider (e.g., bond counsel) to assist in the structuring of the debt transaction and to provide overall guidance throughout the process.

Guidelines for Refunding

The City shall consider refunding (advance and current refunding) outstanding debt whenever an analysis indicates the potential for net present value (NPV) savings of at least three percent (3%) can be achieved. The City may also consider refunding outstanding bonds to remove existing restrictive covenants.

The City shall also consider restructuring its existing debt in order to extend the payment terms to meet cash flow needs if deemed beneficial to the City's long-term financial and strategic planning.

Post Issuance Management

The City will invest its debt proceeds in accordance with the City's investment policy and statutory requirements. Funds will be invested in instruments and with related maturities that will provide the liquidity needed to meet the cash flow needs of each project. In this regard, the City Treasurer will prepare a cash flow projection to determine the availability of funds available to be invested and their respective required maturities.

The City will comply with all arbitrage rebate requirements as established by the Internal Revenue Service. Arbitrage will be calculated at the end of each fiscal year, and interest earned on the investment of debt proceeds will be reserved to pay any penalties due. Secondary market disclosures requirements established within the terms of the debt transaction will be adhered to and filed on a timely basis.

The City Treasurer will be responsible for managing the post-issuance requirements listed above and/or cause any post-issuance requirements to be completed.

Financial Policies

CITY OF WHEAT RIDGE
UNRESTRICTED FUND BALANCE POLICY
Adopted by City Council June 2011

The City of Wheat Ridge has determined it to be a sound, financial practice to maintain adequate levels of unrestricted fund balance in its General Fund in order to mitigate current and future risks such as revenue shortfalls and unanticipated expenditures as well as to ensure stable tax rates. Additionally, the City believes that adequate unrestricted fund balance levels are a critical consideration to the City's long-term financial planning. In this regard, the City has established the following fiscal policy related to its unrestricted fund balance.

Maximum and Minimum Amounts
The City will maintain a minimum unrestricted fund balance of at least two months or approximately 17%, as recommended by the Government Finance Officers' Association (GFOA), of its General Fund operating expenditures. The City's maximum unrestricted fund balance shall not exceed 35.0% of General Fund operating expenditures. Not precluding the aforementioned minimum and maximum percentages, the City will annually target to maintain a 25.0% unrestricted fund balance percentage level as part of its annual budget process.

Use of Funds
While targeting to maintain an annual unrestricted fund balance of 25.0%, the City understands there may be circumstances that warrant that the City use these funds temporarily. The City has established the following instances where it may elect to use these funds:

- An economic downturn in which revenues are below budget
- Unexpected and unappropriated costs to service and maintain current City operations
- Unexpected and non-budgeted emergencies, natural disaster costs, and/or litigation
- Grant matching
- Early retirement of debt
- To cover deficits in other funds due to a shortfall in budgeted revenues
- Capital asset acquisition, construction and improvement projects

The use of the unrestricted fund balance for the above permitted events which cause the unrestricted fund balance to fall below the targeted 25% level will require a majority vote by City Council. Use of the restricted fund balance which causes the unrestricted fund balance to fall below the minimum required level of 17% will require a super majority vote by Council.

Terms for Replenishing
In instances where the City elects to use its unrestricted fund balance for capital asset acquisition, construction and improvement projects, the City shall replenish the unrestricted fund balance

to its previous level as soon as possible, but only after the City's current operational needs are met, and in no case, more than two years subsequent in which the unrestricted fund balance was used. For any and all other instances, as permitted by this policy, in which the City elects to use its unrestricted fund balance, the City will replenish the unrestricted fund balance as soon as revenues are available, but only after the City's current operational needs have been met.

Excess Funds

In the event the City has accumulated its permitted, maximum unrestricted fund balance of 35.0%, the City, at the discretion and determination of City Council and the City Manager, will designate such excess funds for the following purposes:

- Reserves for equipment replacement
- Repair and maintenance of City facilities
- Funding of infrastructure improvements

Review of Policy

The City Treasurer will review the Unrestricted Fund Balance Policy annually in connection with the City's annual budgeting process to ensure that the City is maintaining adequate unrestricted fund balance levels. Additionally, at least every three years, the City Manager will review the policy and will make recommendations for modification as deemed appropriate. This policy was written using the guidelines set forth by the GFOA. As such, any updates issued by the GFOA shall be considered by the City Manager when making recommendations for modifications to this policy.

GLOSSARY

Adjusted - Adjusted, as used in the department and division summaries within the budget document, represents the budget, including any mid-year adjustments. Mid-year adjustments, increasing a department's budget, are approved by City Council via the adoption of a supplemental budget appropriation. Other mid-year adjustments within a department's budget may be made via budget revisions, moving funds from one or more accounts within a division or department to another account within that division or department. The adjusted budget figures in this document include any adjustments made through July 31 of the previous budget year.

Admission/Amusement Tax - An excise tax of four percent, effective January 1, 1986, levied on each person who pays to gain admission or access to a performance of a motion picture or to the use of lanes and pinsetters for bowling balls in a bowling alley located in Wheat Ridge. Effective January 1, 1989, the City added miniature golf to the classification and required an admission tax to be levied.

Adopted - Adopted, as used in the department and division summaries within the budget document, represents the budget as approved by the City Council.

All Funds Budget - The "all funds budget" is the total of the appropriations for all of the funds.

Allocation - Funds that are apportioned or designated to a program, function, or activity.

Appropriation - The legal authorization by City Council to make expenditures and/or to incur obligations for specific purposes.

Assessed Valuation - A valuation set upon real estate or other property by a government as a basis for levying taxes. The County Assessor determines the assessed valuation of residential and commercial property as a percentage of its actual value using an established base year for calculating the property values.

Assigned Fund Balance - amounts a government intends to use for a specific purpose; intent can be expressed by the governing body or by an official or body to which the governing body delegates the authority.

Balanced Budget - Pursuant to Chapter X, Section 10.5 of the City of Wheat Ridge Charter, the total proposed expenditures shall not exceed the total estimated revenue.

Budget - The City's operational and functional plan is balancing expenditures for a fiscal year with the expected income or revenue for the fiscal year. A budget identifies the various programs, goals, activities, expectations, and results/benefits.

Bond - Most often, a written promise to pay a specified sum of money (called the face value or principal amount) at a specified date or dates in the future, called the maturity date(s), together with periodic interest at a specified fixed rate.

Budget Message - A summary and general discussion of the proposed budget accompanying the budget document. The budget message is presented in writing by the City Manager.

Business License Fees - Effective December 1986, the City imposed an annual business license fee for all vendors doing business within the City limits of Wheat Ridge. A $5 first-time application fee is charged for new businesses, and an annual renewal fee of $20 (effective January 1, 2004) is charged on January 1 of each year and collected with the January sales tax return form.

Capital Assets - Assets of a long-term character that are intended to continue to help or be used beyond one year, such as land, buildings, and improvements.

Capital Improvement Program (CIP) - A comprehensive program that projects the financing and construction of major durable and fixed assets, such as streets, buildings, parks, water, and sewer lines.

Capital Outlay - Those items such as equipment, machinery, vehicles, or furniture included in the operating budget and necessary for the delivery of services.

Committed Fund Balance - amounts constrained to specific purposes by a government itself, using its highest level of decision-making authority; to be reported as Committed, amounts cannot be used for any other purpose unless the government takes the same highest-level action to remove or change the constraint.

Community Development Block Grant (CDBG) - CDBG funds are received annually from the U.S. Department of Housing and Urban Development. The funds are restricted to community development projects that benefit low and moderate-income residents in the City and help eliminate blight conditions.

Contingency - Funds appropriated to cover unexpected expenses that may occur during the budgeted year.

Debt - An obligation resulting from the borrowing of money or from the purchase of goods and services.

Department - A department is a component of the overall City organization. Often including multiple divisions, it is headed by a director and has an established specific and unique set of goals and objectives to provide services to the public and organization (e.g., Administrative Services, Police, Public Works, Community Development, Parks & Recreation, etc.).

Encumbrances (encumbered) - An encumbrance reserves funds within a budget account for a specified dollar amount for unperformed contracts for goods or services. They cease to be encumbrances when paid, canceled, or when the actual liability is created.

Enhanced Sales Tax Incentive Program (ESTIP) - An economic development program to encourage the establishment and/or substantial expansion of retail sales tax-generating businesses through the share back of sales tax revenues above a negotiated base amount.

Estimated - As used throughout the budget document, this term represents an anticipated year-end expenditure or revenue.

Expenditures - The use of financial resources for the operations of the City. Each expenditure results in a decrease in net financial resources. They include such items as employee salaries, operation supplies, and capital outlays.

Fee - A charge levied to a user of a specific good or service in direct exchange for that good or service.

Fiscal Year - A 12-month period of time to which the annual budget applies, and, at the end of which, a governmental unit determines its financial positions and results of its operations.

Full-Time Equivalent (FTE) - A personnel position financed for the equivalent of 40 hours per week for 52 weeks. For example, a 0.5 FTE could work 20 hours per week for 52 weeks or 40 hours per week for 26 weeks.

Fund - Each individual fund is a separate accounting entity having its own assets, liabilities, revenues, and expenditures. City financial resources are allocated to and accounted for in individual funds based on legal or administrative restrictions or requirements.

Fund Balance - The net difference between expenditures and revenues at the end of the fiscal year.

GASB - Government Accounting Standards Board.

General Fund - The fund used to account for all financial resources not specifically earmarked for other purposes. The General Fund is the primary operating fund for the City of Wheat Ridge.

Grants - Contributions or gifts of cash or other assets from another government or a private or non-profit entity. Grants are generally to be used or expended for a specific purpose, activity, or facility.

Interest Income - Interest Income is the amount of revenue earned on investments and cash deposits. The guidelines for generating this source of revenue are found in the investment policies of the City. The revenue is used to fund City programs.

Intergovernmental Revenue - Revenues levied by one government but shared on a predetermined basis with another government or class of governments (grants, loans, vehicle/highway tax, etc.).

Jefferson County Road and Bridge Tax - Each County in the State maintains a county road and bridge fund for road and bridge construction, maintenance, and administration, funded by a mill levy property tax. Each municipality located in any county is entitled to receive the revenue accruing to said funds for the purpose of construction and maintenance of roads and streets located within the City's boundaries. Legally, this is the only use for these funds.

License Revenue - A fee for conducting business within the City of Wheat Ridge. This fee is typically levied on beer or liquor, construction, and a variety of other regulated businesses.

Liquor Hearing Fees - The City charges $500 per each new liquor license location.

Liquor Occupational Tax - An occupation tax levied on all operators licensed to sell various classifications of liquor within the City limits. Operators are billed annually based on a schedule and classification set by municipal code.

Lodger's Tax - An excise tax, effective January 1, 1986, levied on the price paid or charged for the lease, rental, or furnishing of rooms or other public accommodations in any hotel, apartment hotel, guest house, guest ranch, mobile home, auto camp, trailer court or park, or any other place furnishing rooms or other accommodations. In 1998, voters approved an increase of Lodger's Tax to 10%. The tax levied and collected is at the rate of 10% of the purchase price paid and is in lieu of the City's sales tax. The

Lodger's Tax is divided between the General, CIP, and Crime Prevention Funds.

MAPO - Multiple Assembly of Procurement Officials. A cooperative organization with other municipal, County, special district, and school districts for the sole purpose of obtaining the highest level of value for taxpayers by collectively issuing solicitations for goods and services commonly required by local government agencies.

Materials and Supplies - Include administrative costs such as office supplies, operating supplies, photocopy and printing expenses, postage, oil, gas, etc.

Mill Levy - Rate by which assessed valuation is multiplied to determine the tax rate. A mill is 1/10 of one cent or $1.00 of tax for each $1,000 of assessed value. The City of Wheat Ridge has a property tax mill levy of 1.83 mills. Other taxing entities such as fire, water, sanitation, and school districts have mill levies as well.

Motor Vehicle Registration Fees - State law requires payment of an annual registration fee for all vehicles. The amount of the fee is based on the class and use of the vehicle. Fees collected by the County are allocated among the County and cities within the County on the basis of the number of vehicles registered in each city and the unincorporated area of the County. The revenue received by a county, city, or town from the registration fees must be spent on the construction or maintenance of roads and bridges.

Municipal Court Fines - All fines are set by the court for each violator within legally set limits. Traffic tickets, summons, jury trials, and forfeitures are received by the Finance Division from the Municipal Court as city revenue.

Non-spendable Fund Balance - amounts that are not in a spendable form (such as inventory) or are required to be maintained intact (such as the corpus of an endowment fund).

Operating Budget - The annual operating budget is the primary means by which most of the financing, acquisition, spending, and service delivery activities of a government are controlled.

Other Services and Charges - Includes such items as dues, subscriptions, travel and training expenses, professional fees, and utility charges.

Park and Recreation Fees - The fees and charges assessed for recreation programs, activities, and services reflect the direct costs of the program plus 30% to cover administrative costs. Direct costs include supplies, referees, staff time, and other direct expenditures made by the City to operate a specific program. Administrative fees reflect the cost of items such as utilities, brochure publications, permanent staff time, janitorial work, and building maintenance. Only a portion of these expenses is covered.

Personnel Services - Compensation for direct labor of persons in the employment of the City; includes salaries, wages, and benefits for full-time, part-time, and temporary work, including overtime and similar compensation.

Planning and Development Fee - The City requires that an application fee be paid for all rezoning requests and site plan reviews. These rezoning requests must then meet posting, publication, and public

hearing requirements established by the City.

Police Records/Search Fees - These fees reimburse the City for costs related to the release of records.

Priority Based Budgeting - A resource alignment tool using a prioritization methodology that the City has adopted in order to measure the City's financial health and wellness.

Property Tax - A tax levied by the City on the assessed valuation of all taxable property located within the City calculated using the mill levy.

Restricted Fund Balance - amounts constrained to specific purposes by their providers (such as grantors, bondholders, and higher levels of government), through constitutional provisions, or by enabling legislation.

RFP - Request for Proposal.

Sales Tax - All sales, transfers, or consumption of tangible personal property with the City shall be subject to sales and/or use tax, unless specifically exempted from taxation, at a rate of 3.5% (effective January 1, 2017).

Short-Term Rental (STR)- A dwelling unit, or portion of a dwelling unit, that is used for lodging for a period of less than 30 consecutive days. In 2021, Council adopted regulations addressing the licensing, taxation, and operational considerations of STRs.

State Cigarette Tax - The State taxes wholesale distributors of cigarettes. State tax stamps are issued to the distributors as evidence of payment. Counties and cities receive a distribution from the State. The amount received is based upon the proportion of State sales tax collected in each municipality and unincorporated areas of the counties.

State Highway Users' Tax Fund (HUTF) - The Highway Users' Tax Fund is comprised of several revenue sources. The first is the net revenues derived from the imposition of any license or registration fee, from any "ton-mile" or "passenger-mile" tax, from penalty or judicial assessments, from certain miscellaneous collections, and from excise taxes on gasoline or other liquid motor fuel. The second source is the additional revenue raised by excise taxes on gasoline or other liquid motor fuel. The third source is an allocation from the State as a partial replacement for the revenue loss due to the repeal of the Noble Bill in 1987. Funds received from the base HUTF revenues may be used for engineering, reconstruction, maintenance, repair, equipment, improvement, and administration of streets and roads. Not more than 5% of these funds may be used on administration. Revenues from the additional motor fuel taxes and the General Fund money may be used for new construction, safety improvements, maintenance, and capacity improvements; none may be used for administrative purposes.

Strategic Goals - Outcome of vision statements established by the Mayor and City Council to guide the goals, activities, expectations, results/benefits, organizational structure, and appropriation of responsibility of the City Manager to cause strategic goals to be carried out, through the various executive and administrative authority and powers (including budgetary powers) set out in the Wheat Ridge Charter.

Swimming Pool Fees - Admission and lesson fees charged for the use of the City Swimming pool.

Tax Increment Financing (TIF) - Tax increment financing may be used in accordance with Colorado

Urban Renewal Law. In such cases, tax bases can be frozen for a period of time whereby incremental taxes in excess of the frozen base are typically used to provide redevelopment.

Taxpayers' Bill of Rights (TABOR) - Colorado voters passed the Taxpayers' Bill of Rights (Article X, Section 20 of the Colorado Constitution) in November of 1992. The amendment restricts the City's total revenue growth to prior year revenue plus the Denver-Boulder Consumer Price Index and a growth measure, which only includes net new construction, net changes in taxable/non-taxable properties, and annexed property. The amendment also requires each government to establish an emergency reserve of 3.0% of all non-exempt funds.

Telephone Occupation Tax - A tax levied on and against each telephone utility company operating within the City, a tax on the occupation and business of maintaining a telephone exchange and lines connected therewith in the City and of supplying local exchange telephone service to the inhabitants of the City.

TOD – Transit Oriented Development. In Wheat Ridge, the Wheat Ridge Ward Station area is considered a TOD.

Transfer Payments - The transfer of money from one fund to another.

Unassigned Fund Balance - amounts that are available for any purpose; these amounts are reported only in the General Fund.

Urban Renewal Area - A designated area with boundaries established for the purpose of eliminating slum or blighted areas within the City. This designation makes the area eligible for various funding and allows for the clearing of such areas for development or redevelopment.

Use Tax – Use tax is a compensating tax equal to the City sales tax, due on all items on which no local sales tax was paid or on which a lesser local sales tax was paid.

Vehicle Ownership Tax - A tax paid by owners of motor vehicles, trailers, semitrailers, and trailer coaches in lieu of any ad valorem taxes. The amount of the tax paid is a function of the class, age, and value of the vehicle. Generally, the amount of the tax paid decreases with the age of the vehicle. Specific ownership taxes for Class A vehicles, which include any motor vehicle, truck, tractor, trailer, or semitrailer used to transport persons or property over public highways for compensation, are paid to the State. The State distributes this revenue among counties based upon the proportion that state highway mileage in the County bears to the total state highway system. There are no restrictions on the use of this revenue. All other classes of specific ownership are paid to the County. The Jefferson County Treasurer then distributes this revenue based upon the amount that the property tax collected by the County and each political and governmental subdivision bears in relation to all the property taxes collected in the County.

Xcel Company Franchise Fee - A franchise payment is accepted by the City from Xcel Energy in lieu of all occupancy or occupation and license taxes and all other special taxes, assessments, or exercises on the right to do business. Revenues are derived from the imposition of a three percent fee on the gross revenue from the sale of gaseous fuel and electricity within the corporate limits of the City.

Localworks Budget Proposal 2022

Account	Detailed Explanation	2020 Actual	2021 Adopted	2021 Estimated	2022 Adopted
	Wheat Ridge Special Events				
710	Special Events	146,393	135000	120,000	110,000
	Subtotal	**$146,393**	**$135,000**	**$120,000**	**$110,000**
	Core Localworks Programs				
721	Live Local	41,500	50,000	35,000	43,000
721	Communications, Education, Outreach	40,000	52,000	40,000	50,000
721	Positioning and Promotion of Wheat Ridge	22,500	25,000	25,000	20,000
721	Business (BUBL) and Home Improvement (HIP) Loans	0	0	0	0
721	Block Improvement Program - TLC WR	33,025	37,000	37,000	37,000
721	Rental City Facilities	n/a	n/a	n/a	n/a
	Subtotal	**$137,025**	**$164,000**	**$137,000**	**$150,000**
	Strategic Plan Program Investments and City Priority Support				
721	HEAL/Active Living	25,000	18000	15,000	15000
721	Volunteer Engagement and Communications	40,000	42000	40,000	40000
704	Planning for 2019 50th Anniversary events/Gala	n/a	n/a	n/a	n/a
	Subtotal	**$65,000**	**$60,000**	**$55,000**	**$55,000**
	Commercial Corridors				
721	Banners and Lights	1,968	10000	5,000	10000
721	Business Outreach/Connection/Promotion	10,787	30000	20,000	28000
721	Marketing/Social Media/Digital/Print	11,049	37000	37,000	37000
721	Digital Media Support	8,549	0		0
	Subtotal	**$32,353**	**$77,000**	**$62,000**	**$75,000**
	OVERALL TOTALS:	**$380,771**	**$436,000**	**$374,000**	**$390,000**
Summary of funding from above:					
704	**Contractual Services**	n/a	n/a	n/a	n/a
710	**Marketing and Sponsorships**	$146,393	$135,000	$120,000	$110,000
721	**Programmatic Implementation**	$234,378	$301,000	$254,000	$280,000
	Total	**$380,771**	**$436,000**	**$374,000**	**$390,000**

Note: This is a summary of the City funding received by Localworks. For questions about Localworks programming, please contact Localworks at 720-259-1030. For questions regarding the City budget process, please contact Steve Art, Economic Development Manager at 303-235-2806.