



BOARD OF COUNTY COMMISSIONERS

Eva J. Henry - District #1
Charles "Chaz" Tedesco - District #2
Erik Hansen - District #3
Steve O'Dorisio - District #4
Jan Pawlowski - District #5

**STUDY SESSION AGENDA
TUESDAY
October 4, 2016**

ALL TIMES LISTED ON THIS AGENDA ARE SUBJECT TO CHANGE.

1:30 P.M.	ATTENDEE(S):	Barry Gore / Tricia Allen
	ITEM:	ACED Annual Work Plan Review
2:00 P.M.	ATTENDEE(S):	Sheriff's Office
	ITEM:	2016 Budget Review
2:15 P.M.	ATTENDEE(S):	Nancy Duncan
	ITEM:	2017 Preliminary Budget Review
4:00 P.M.	ATTENDEE(S):	Bryan Ostler / Terri Lutt
	ITEM:	2017 Benefits Renewal Recommendation
4:30 P.M.	ATTENDEE(S):	Norman Wright / Eric Guenther
	ITEM:	Expired Conditional Use Permit Review
5:00 P.M.	ATTENDEE(S):	Todd Leopold
	ITEM:	Administrative Item Review / Commissioner Communications

(AND SUCH OTHER MATTERS OF PUBLIC BUSINESS WHICH MAY ARISE)

AGENDA IS SUBJECT TO CHANGE



STUDY SESSION AGENDA ITEM

DATE: October 4, 2016

SUBJECT: 3rd QTR 2016 Plan of Work Update

FROM: Barry Gore and Tricia Allen (ACED staff)

AGENCY/DEPARTMENT: ACED

ATTENDEES: Kristin Sullivan

STAFF RECOMMENDATION: Status Update – Annual Plan of Work

BACKGROUND:

Per the Professional Services Agreement, ACED is required to meet with the Board of County Commissioners to discuss its Annual Work Plan and providing quarterly status updates on achieving the scope of services identified in the Professional Services Agreement.

AGENCIES, DEPARTMENTS OR OTHER OFFICES INVOLVED:

Economic Development

ATTACHED DOCUMENTS:

Presentation

FISCAL IMPACT:

Please check if there is no fiscal impact ☐. If there is fiscal impact, please fully complete the section below.

Fund: 1**Cost Center:** 7041

	Object Account	Subledger	Amount
Current Budgeted Revenue:			
Additional Revenue not included in Current Budget:			
Total Revenues:			

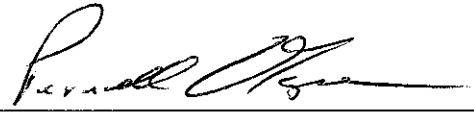
	Object Account	Subledger	Amount
Current Budgeted Operating Expenditure:	8810		\$131,516
Add'l Operating Expenditure not included in Current Budget:			
Current Budgeted Capital Expenditure:			
Add'l Capital Expenditure not included in Current Budget:			
Total Expenditures:			


New FTEs requested: ☐ YES ☐ NO

Future Amendment Needed: ☐ YES ☐ NO

Additional Note:

APPROVAL SIGNATURES:**APPROVAL OF FISCAL IMPACT:**

Todd Leopold, County Manager

Budget / Finance

Raymond H. Gonzales, Deputy County Manager

Bryan Ostler, Interim Deputy County Manager



2016 Plan of Work

October 4, 2016

Business Retention and Expansion

BRE Visits 3rd Qtr 2016

	3 rd QTR 2016	2 nd QTR 2016	1 st QTR 2016	YTD Totals
Visits	33 Visits	25 Visits	16 Visits	74 Visits (GOAL: 100)
Jobs	1,355	1,040	251	2,646
Capital Investment	\$5M	\$4M	\$15M	\$24M

Business Retention and Expansion

Business Retention & Expansion 3rd Qtr 2016

Companies Visited

Allstate Sweeping, LLC.
American Cannabis Company
Bill Nance Plumbing & Heating, Inc
Bruz Beers Brewery
C&D Printing
Cabnetics Commercial
Colorado Medical Waste
Continental Divide Fence Inc.
Cottonwood Communications
Denney Transport LTD
Dependable Drywall
Direct Lumber & Door
DreamWise Marketing
Eagle Rock Supply
Elite Construction
Faris Machinery Co.
Fix It 24/7
Four Star Drywall

Frederic Printing Co.
Frisco Pallet Services
Frontier Drywall Supply
Gases & Arc Supply, Inc.
GoRight
Hook Fish Branding
Hot Shot Supply
HVH Transportation
Mile-Hi Sprinklers
Phoenix Masonry, Inc.
Power Screening
Protech Computer Systems, Inc.
Right Stuff Equipment
River North Brewery
Roofline Supply & Delivery
St. Andrews Constructions Services
Sunshine Plumbing Heating Air
Valley Heating & Air Conditioning



Business Retention and Expansion

Business Retention & Expansion
3rd Qtr 2016

Challenges Raised and Being Addressed by
ACED

- Finding skilled workforce
- Infrastructure - Federal Blvd and Irondale Industrial Park (Ongoing)
- Finding affordable commercial real estate



Business Retention and Expansion

Company Closures/Job Losses 3rd Qtr 2016

	3 rd QTR 2016		
Company	Jobs	Closed, Relocated or Downsized?	Reason
Packaging Corporation of America	70	Closed	No comment from company
Sports Authority* (Distribution Facility)	55	Closed	Bankruptcy

* The facility was on the market for 3 months. Tritz Pallet now occupies the space and employs 46 people.

Primary Employment Attraction

Prospects, New Businesses and Incentives 3rd QTR 2016

	3 rd QTR 2016	2 nd QTR 2016	1st QTR 2016	YTD Totals
# of New Prospects		32	36	68
Company Announcements	McLane Foodservice	Lennox Industries	Medline Supply	--
	New Deal Deicing	gloProfessionals	River North Brewery	--
	GoRight	Project Star (Confidential)	Amazon	--
	Offen Petroleum	Beverage Distributors	Laser Galicia America	
	RoadSafe Traffic Systems			
CAPEX	\$42,700,000	\$22,000,000	\$64,000,000	\$128,700,000
# of New Jobs Announced	469	1,164	728	1,892
# of Incentive Eligible Companies	3	5	3	3
2016 Tax rebate amount	\$292,055 in eligible tax rebates for 2016	\$292,055 in eligible tax rebates for 2016	\$292,055 in eligible tax rebates for 2016	\$292,055 in eligible tax rebates for 2016

Primary Employment Attraction

Commercial Real Estate Activity
3rd Qtr 2016

Data NOT AVAILABLE UNTIL OCTOBER 7TH!!



Primary Employment Attraction

Commercial Real Estate Activity 3rd Qtr 2015

3 rd QTR 2015	Vacancy Rate		Rental Rates	
	Adams	Metro Denver	Adams	Metro Denver
Office	18.9%	13.4%	\$19.19	\$24.37
Class A	12.3%	11.4%	\$25.00	\$30.14
Class B	16.5%	15.8%	\$16.41	\$21.69
Class C	34.6%	11.5%	\$20.19	\$19.99
Industrial	5.5%	5.0%	\$6.04	\$6.37
Retail	5.8%	5.7%	\$15.50	\$15.91

Developments Under Construction in 2016

Property	Total SF Under Construction	Available
Majestic Commercecenter	800,000 SF	4th QTR 2017
Rangeview Industrial Center	125,000 SF	3 rd QTR 2017
Park 12 Hundred Tech Center	374,000 SF	1 st QTR 2018



Marketing and Outreach

Marketing and Outreach 3rd Qtr 2016

	3 rd QTR	2 nd QTR 2016	1st QTR 2016	YTD Totals
Presentations/ Marketing Campaigns	5	6	6	17 (GOAL: 12)
Website				
	Creating 'City Profiles'	Creating a page to market the AC WBC	Adding new Events software	
		Content, Content, Content!	New Blog feature	
Outreach Efforts				
	North Area Sales Professionals	Denver Metro Assn of Realtors	Full page article to be published in June issue of CREJ	
	I-70 Chamber of Commerce	SMPS (Construction and Engineering firms)	DMCAR Presentation	
	Aurora Chamber of Commerce	Westminster Rotary	MNCC Bus Tour	
	Metro Mfg Partners	REAP	Innovative Real Estate Group	
	Colorado Brownfields Conference	Innovative Real Estate Group (Brighton and Commerce City Offices)	Urban Land Institute	
		Commercial Real Estate Marketing Group	CREJ Land and Development Conference (proposed)	

Business Issue Survey

Next Steps

- September 13, 2016 - Results presented to the ACED Executive Committee
- October 7, 2016 - Results presented to the ACED membership (October Investor Forum)

ACED staff will begin reaching out to business organizations to present the findings.



QUESTIONS?



**Thank you for your support
of ACED!**





STUDY SESSION AGENDA ITEM

DATE: October 4, 2016
SUBJECT: 2016 Budget Review
FROM: Sheriff's Office
AGENCY/DEPARTMENT: Sheriff's Office
ATTENDEES: Sheriff's Office
PURPOSE OF ITEM: To provide information to the Board of County Commissioners regarding the 2016 Budget Review
STAFF RECOMMENDATION: Informational Only

BACKGROUND:

The Annual Budget process began in May 2016. As a follow up to the September 20, 2016 BOCC Study Session, the Sheriff's Office is providing additional information on questions that were raised in regards to the following items:

2016 Deputy Pay Proposal Update
ACSO Recommendation Summary – 2015 Jail Staffing Study
Booking Stats 2014-2016
Records Annual Comparisons 2014-2016

AGENCIES, DEPARTMENTS OR OTHER OFFICES INVOLVED:

ATTACHED DOCUMENTS:

2016 Deputy Pay Proposal Update
ACSO Recommendation Summary – 2015 Jail Staffing Study
Booking Stats 2014-2016
Records Annual Comparisons 2014-2016

FISCAL IMPACT:

Please check if there is no fiscal impact. X If there is fiscal impact, please fully complete the section below.

Fund:**Cost Center:**

	Object Account	Subledger	Amount
Current Budgeted Revenue:			
Additional Revenue not included in Current Budget:			
Total Revenues:			

	Object Account	Subledger	Amount
Current Budgeted Operating Expenditure:			
Add'l Operating Expenditure not included in Current Budget:			
Current Budgeted Capital Expenditure:			
Add'l Capital Expenditure not included in Current Budget:			
Total Expenditures:			

New FTEs requested: ☐ YES ☐ NO

Future Amendment Needed: ☐ YES ☐ NO

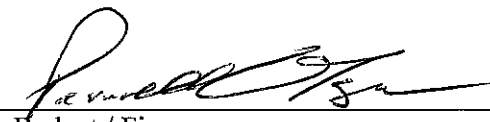
Additional Note:

Informational Only

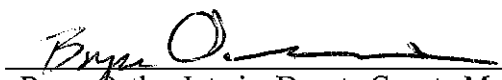
APPROVAL SIGNATURES:


Todd Leopold, County Manager

APPROVAL OF FISCAL IMPACT:


Budget / Finance

Raymond H. Gonzales, Deputy County Manager


Bryan Ostler, Interim Deputy County Manager

Adams County Sheriff's Office

ACCELERATED DEPUTY PAY PROGRAM - UPDATE

October 2016

Last year the BOCC approved the implementation of the Accelerated Deputy Pay Program (ADPP) in order to address safety and cost concerns resulting from high turnover of certified deputies in the Sheriff's Office. The following information is provided to update the BOCC on the impact of the ADPP in 2016 and to request funding for 2017.

TURNOVER:

The turnover rate for certified deputies/detectives in 2015 was 11.08%. The turnover rate for 2016YTD is 5.70%. If turnover continues at the same pace for the remainder of 2016, the projected turnover rate for 2016 is 8%.

Through exit interviews and discussions with many of the retiring/resigning employees:

- *Of the 6 who retired, **none** went to work for other law enforcement/State agencies.*
- *Of the 10 who resigned, **8** went to work for other law enforcement/State agencies.*

The reduction in turnover has resulted in greater stability of our workforce and allows current staff to continue to gain the experience necessary to ensure greater community and staff safety. Further, it allows the Sheriff's Office to develop current staff for future promotional opportunities as current leaders retire from the Agency.

MARKET DATA:

Last year, the 2016 market data for the position of Deputy Sheriff indicated that actual salaries of Adams County Deputies were 15.19% below market.

The 2017 market data indicates that actual salaries of Adams County Deputies are currently 12.23% below market.

The ADPP has had a significant impact on the number of deputies who have reached the top of their salary range. Currently 124 deputies are now topped out. Further, our deputies can now reach the top of their salary range within 10 years; which is consistent with other law enforcement agencies.

2016 YTD RECRUITMENT:

- 16 Cadets hired (January 2016 and July 2016 Academies)
- 14 Lateral deputies hired (certified/experienced)
- **30 Total – Cadets/Deputies hired in 2016**
- **20** Cadets anticipated for the January 2017 Academy

As the 2016 recruitment numbers reflect, the ADPP has allowed the Sheriff's Office to attract and hire certified and experienced law enforcement officers who attend a mini-skills academy and an FTO program, after which they are deployed to the Jail or Patrol divisions.

CONCLUSION:

The 2015 ADPP proposal stated that **retention** is the primary solution to address the adverse impacts of constant turnover of certified employees. *Reduced turnover through the ADPP has allowed the Sheriff's Office to retain most of the deputies we have trained. It has also allowed us to hire experienced officers to fill existing vacancies.*

In 2015, **19** certified deputies voluntarily resigned from the Sheriff's Office. In 2016YTD, **10** certified deputies voluntarily resigned. Based on YTD turnover, it is possible that 3 to 4 additional deputies will voluntarily resign by the end of this year. Even if that happens, we will have reduced the number of resignations by at least 5 resulting in an approximate savings of **\$305,630** (\$61,126/cost to fill one vacancy) to offset the cost of the ADPP.

More important than the monetary offset, the Adams County Community and the employees of the Sheriff's Office have benefitted from having a more stable, experienced workforce – which is the ultimate goal of this program.

For all the reasons stated above, I respectfully request the BOCC's approval to continue the ADPP in 2017 at an anticipated cost of \$865,508.

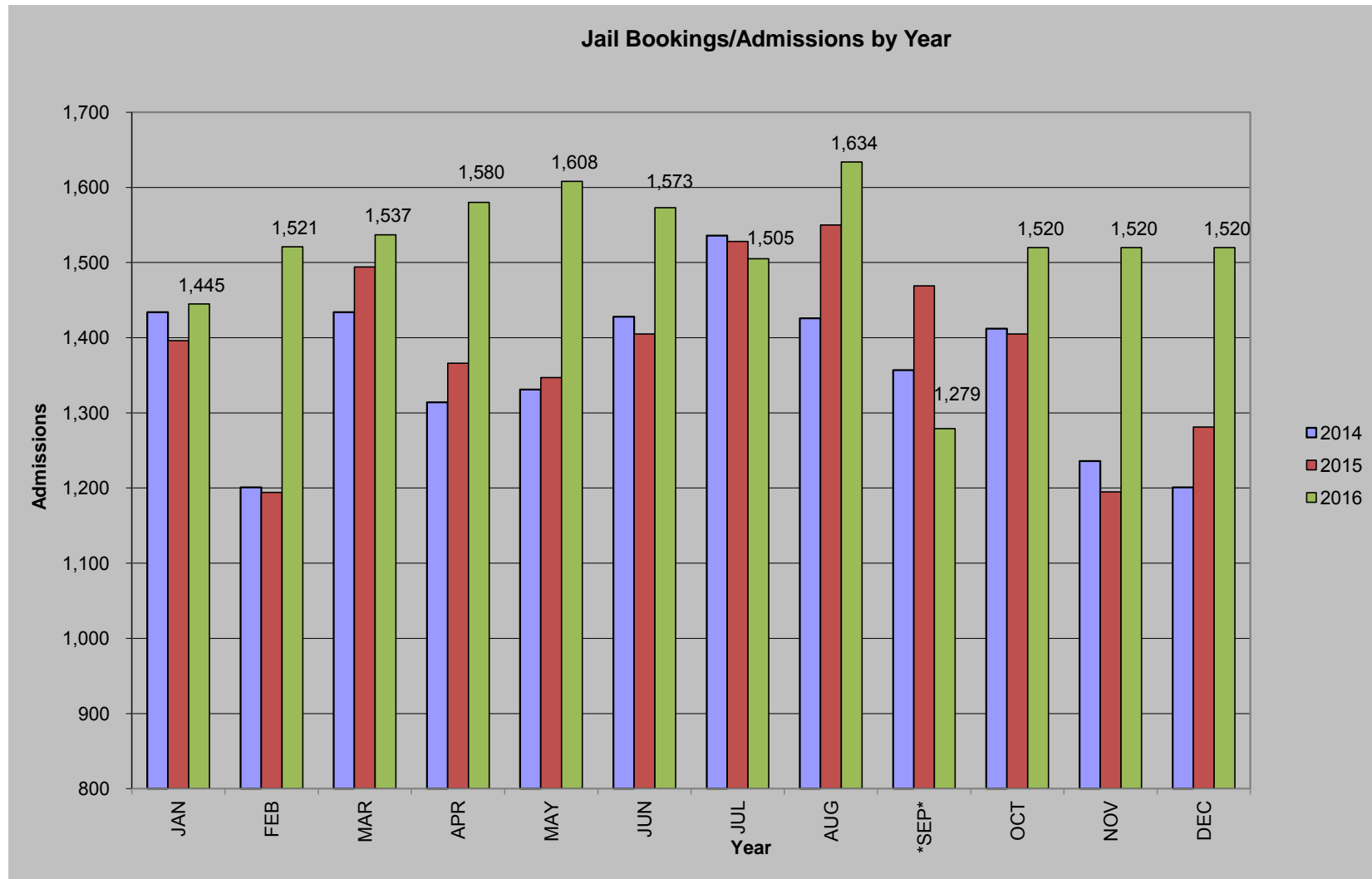
Submitted by:

Michael T. McIntosh, Sheriff

Date

ACSO RECOMMENDATION SUMMARY – 2015 JAIL STAFFING STUDY	Net Sal/Ben Savings or Cost - 2015	Requests for 2017
1. Adopt the Matrix staffing methodology based on existing conditions of 31 fixed posts. 160 Security Staff positions = 36 DS and 124 Deputies		
2. Add 1 Booking Sergeant	In Budget	N/A – Implemented 2015
3. Add 8 Detention Specialist positions	\$504,000 – Matrix Estimate (offset by reduction in OT budget)	N/A – Implemented 2015
4. Increase Municipal Bed Cap from 65 to 80 for an increase of 15	In Budget	N/A – Implemented 2015
5. No change to Security Deputy positions – currently 125	In Budget	N/A – Implemented 2015
6. Efficiency evaluations of Booking, Transport and Court Security Units to determine appropriate workload vs. staffing numbers	Evaluation completed in 2016	No changes to Booking or Transport. Two Deputies requested for Court Security.
7. Determine responsibilities and feasibility of Case Manager/Discharge Planner	Deferred to 2017	None in 2017; deferred to 2018
8. Evaluate need for additional Records Technicians and Court Services Specialists.	Evaluation completed in 2016	No additional Court Services Specialists requested; four Records Technicians requested.

Jail Bookings/Admissions by Year

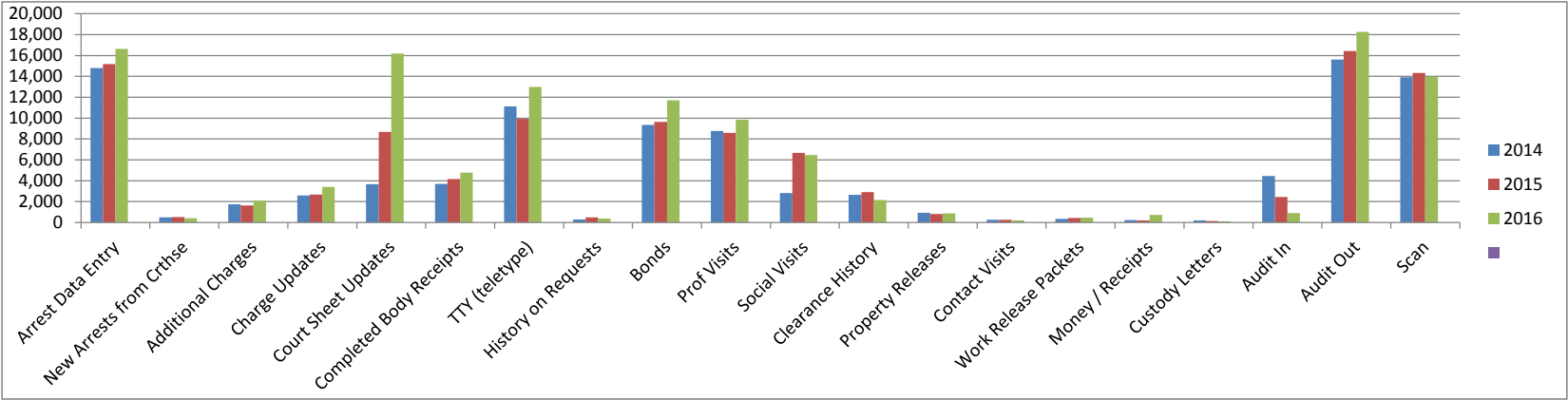


*Sept 2016 is not a complete month of data

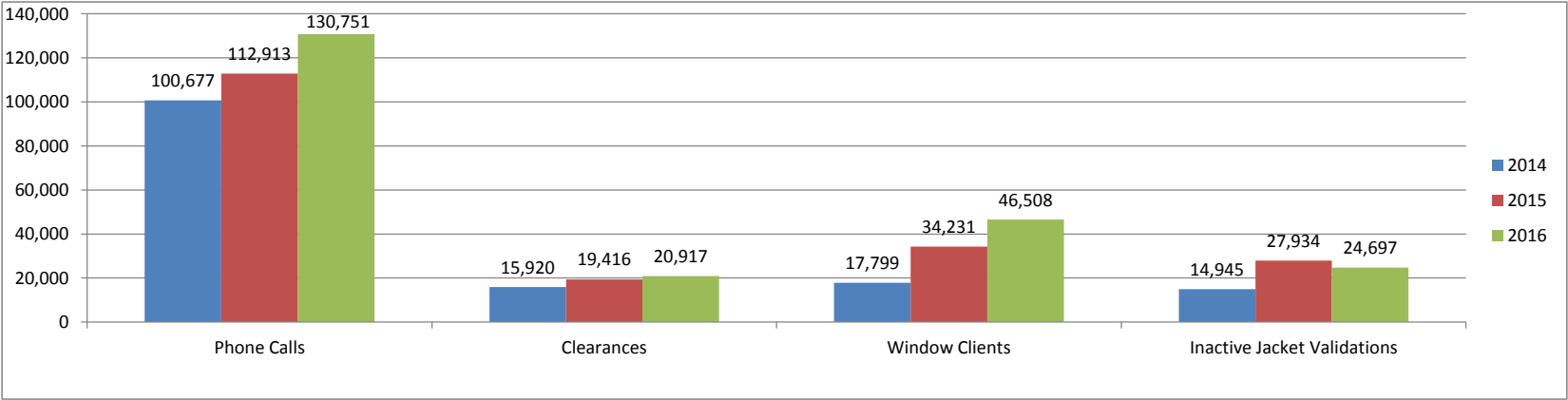
2014-2016 Jail Records Section Stats

	Arrest Data Entry	New Arrests from Crthse	Additional Charges	Charge Updates	Court Sheet Updates	Completed Body Receipts	TTY (teletype)	History on Requests	Bonds	Prof Visits	Social Visits	Clearance History	Property Releases	Contact Visits	Work Release Packets	Money / Receipts	Custody Letters	Audit In	Audit Out	Scan
2014	14,791	493	1,741	2,590	3,661	3,697	11,136	273	9,338	8,751	2,815	2,651	932	261	347	215	211	4,459	15,617	13,920
2015	15,162	517	1,627	2,669	8,682	4,156	9,934	502	9,627	8,590	6,669	2,902	813	270	419	201	136	2,453	16,425	14,336
2016	16,621	414	2,084	3,397	16,182	4,774	13,001	377	11,714	9,844	6,466	2,166	879	208	462	732	120	892	18,267	13,981

NUMBERS TAKEN FROM STAT SHEETS



	Phone Calls	Clearances	Window Clients	Inactive Jacket Validations
2014	100,677	15,920	17,799	14,945
2015	112,913	19,416	34,231	27,934
2016	130,751	20,917	46,508	24,697





STUDY SESSION AGENDA ITEM

DATE: October 4, 2016
SUBJECT: 2017 Preliminary Budget Review
FROM: Nancy Duncan, Budget Manager
AGENCY/DEPARTMENT: Budget Office
ATTENDEES: Budget Office Staff
PURPOSE OF ITEM: To provide information to the Board of County Commissioners regarding the 2017 Budget
STAFF RECOMMENDATION: Information Only

BACKGROUND:

The Annual Budget Process began in May 2016. This is to provide information regarding the 2017 Requested Business Cases, Requested Capital Improvement Plan, FTE Requests, and Membership Requests.

AGENCIES, DEPARTMENTS OR OTHER OFFICES INVOLVED:

County Manager's Office, Budget Office, Human Resources

ATTACHED DOCUMENTS:

2017 Requested CIP
2017 Requested Business Cases
2017 Requested FTEs
2017 Requested Memberships

FISCAL IMPACT:

Please check if there is no fiscal impact. X If there is fiscal impact, please fully complete the section below.

Fund:**Cost Center:**

	Object Account	Subledger	Amount
Current Budgeted Revenue:			
Additional Revenue not included in Current Budget:			
Total Revenues:			

	Object Account	Subledger	Amount
Current Budgeted Operating Expenditure:			
Add'l Operating Expenditure not included in Current Budget:			
Current Budgeted Capital Expenditure:			
Add'l Capital Expenditure not included in Current Budget:			
Total Expenditures:			

New FTEs requested: ☐ YES ☐ NO

Future Amendment Needed: ☐ YES ☐ NO

Additional Note:

Informational Only

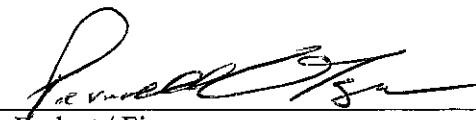
APPROVAL SIGNATURES:


Todd Leopold, County Manager

Raymond H. Gonzales, Deputy County Manager


Bryan Ostler, Interim Deputy County Manager

APPROVAL OF FISCAL IMPACT:


Budget / Finance

2017 Preliminary Budget Review

October 4th, 2016

Key Budget Dates

- **May 17th** – Budget Guideline Review Study Session
- **July 8th** -Capital and Operating Budgets Due
- **August 15-26th** -Dept./EO's Presentation Meetings with CMO and Budget Staff
- **Sept 7-9th** -Review Proposed Preliminary Budget CMO/Budget
- **Oct 11th** -Preliminary Budget Presentation to Board at Public Hearing
- **Oct 18-22-** Elected Official Meetings with Board, as Requested
- **Nov-**Revisit Preliminary Budget with Board Additional Modifications
- **Dec 6th** -Presentation of 2017 Budget at Public Hearing
- **Dec 13th** -Final Adoption of 2017 Budget

Key Objectives

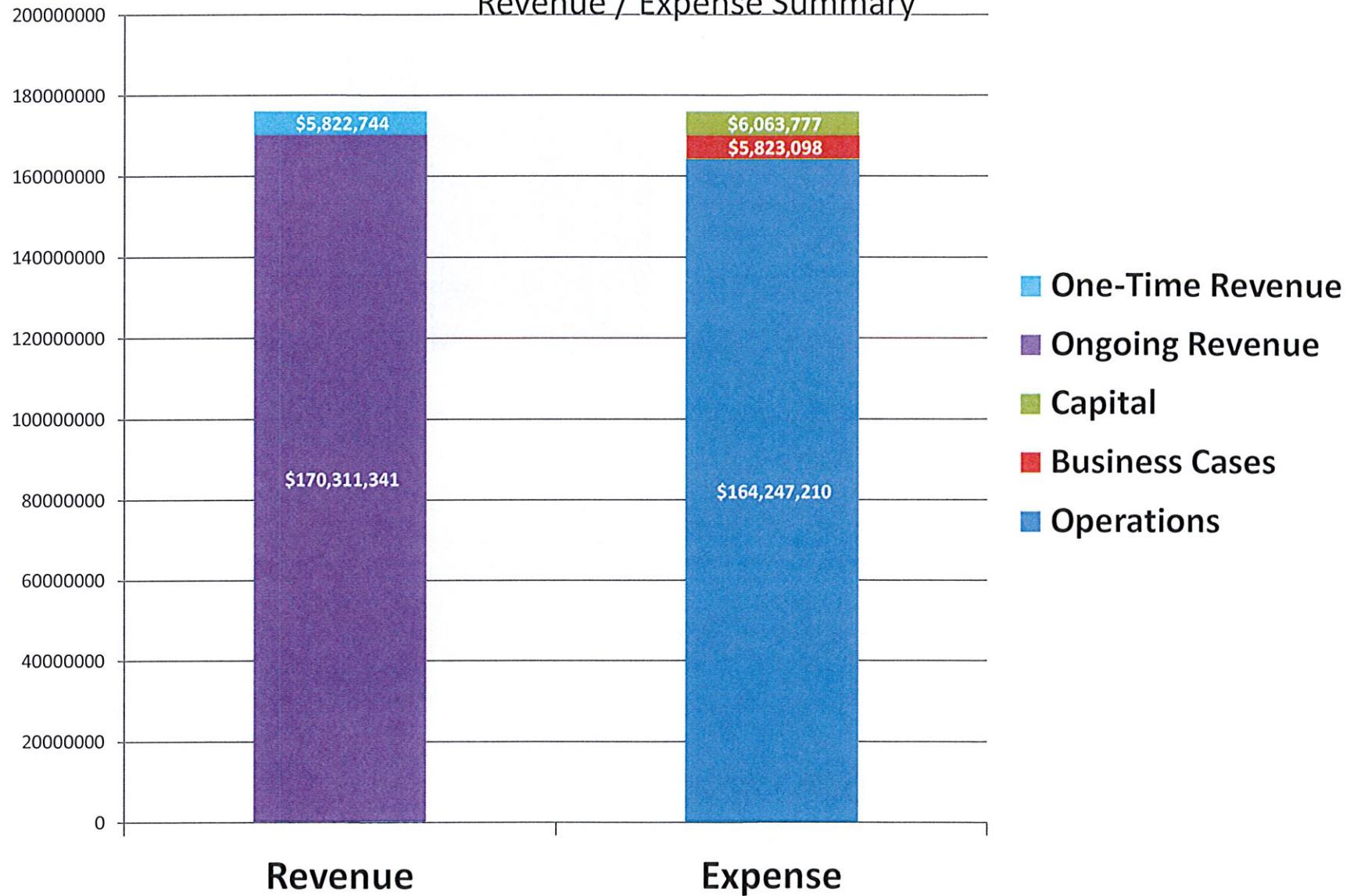
- **Preliminary budget- starting point for final adopted budget in Dec, 2016**
- Any Board adjustments will be incorporated prior to final budget adoption
- Operational Budget – Structurally Balanced
- Use of Fund Balance used for One-time Operating and/or Capital expenses
- Address Strategic Planning Initiatives
- Adequately Fund/Address Capital Priorities

Property Tax Funds Summary

	General	Social Services	Road and Bridge	Developmentally Disabled
Revenue	\$170,311,341	\$105,966,608	\$42,855,942	\$1,371,971
Expenses				
Ops – Ongoing	\$167,388,499	\$166,839,320	\$37,562,874	\$0
Ops – One-Time	\$2,681,809	\$3,413,138	\$531,000	\$1,367,475
Operations	\$170,070,308	\$107,252,458	\$38,093,874	\$1,367,475
Capital	\$6,063,777	\$0	\$9,500,000	\$0
Total	\$176,134,085	\$107,252,458	\$47,593,874	\$1,367,475
One-Time Expenses	\$8,745,586	\$3,413,138	\$9,831,000	\$1,367,475
Use of FB	(\$5,822,744)	(\$1,285,850)	(\$4,737,932)	\$4,496

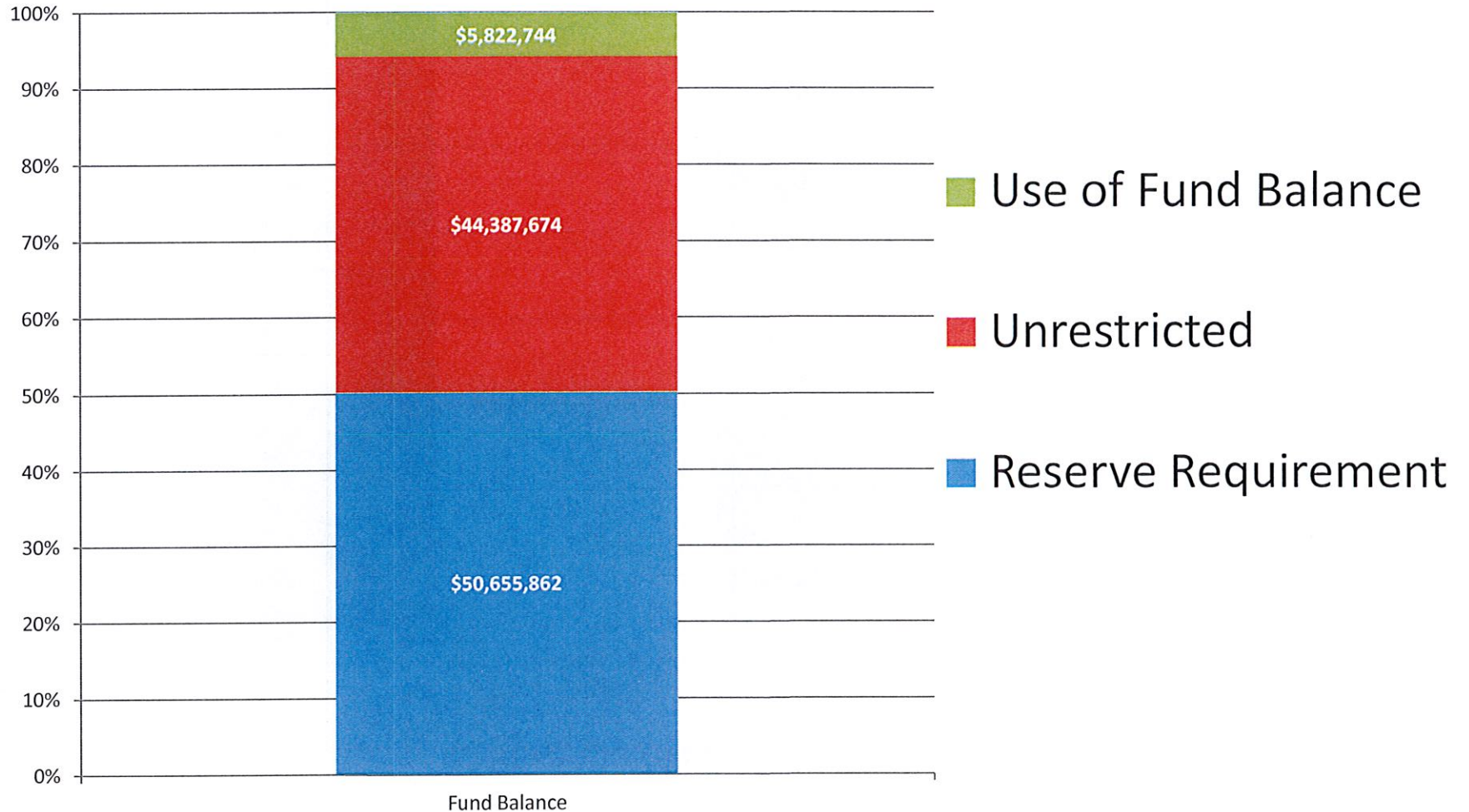
2017 General Fund

Revenue / Expense Summary



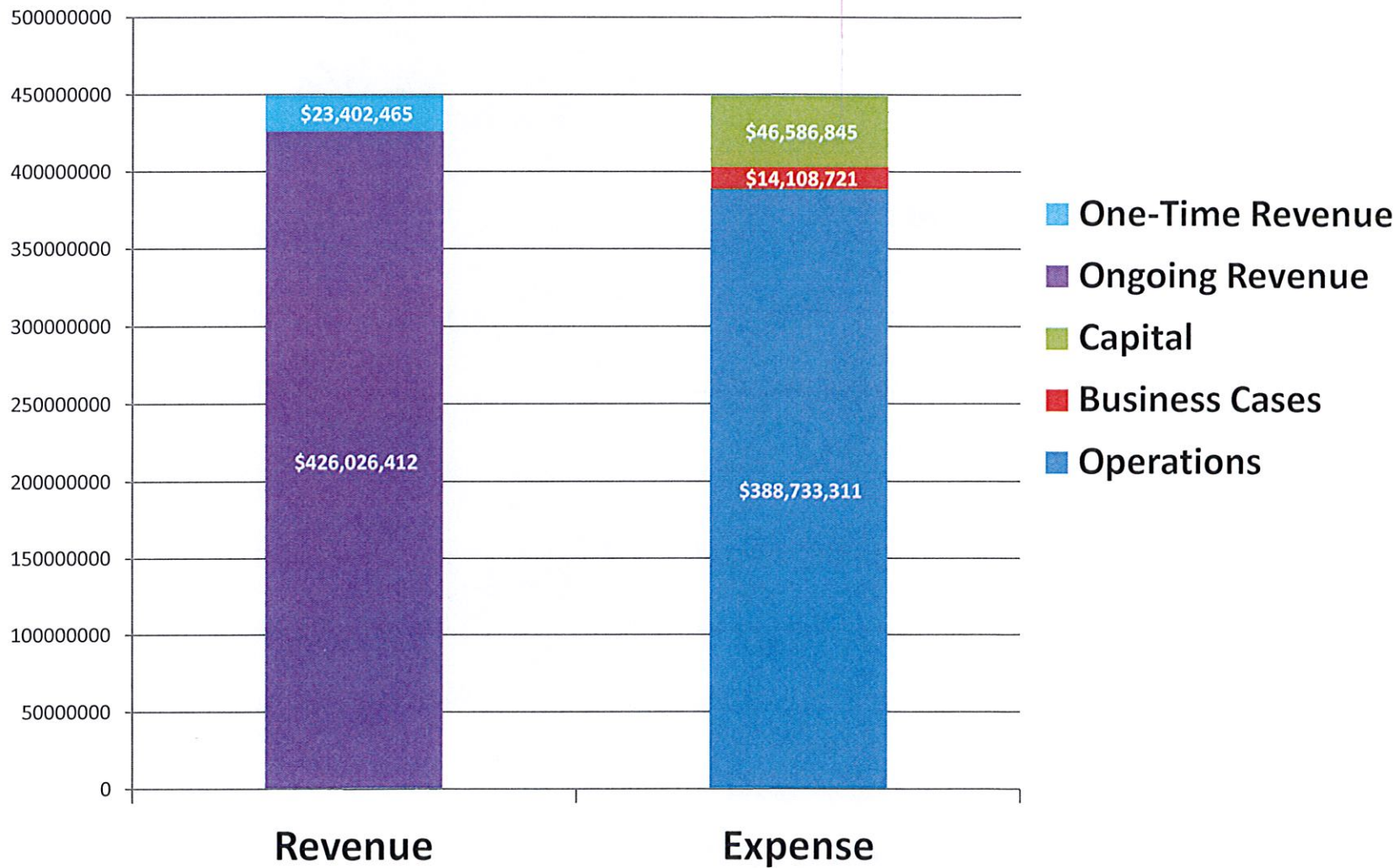
2017 General Fund

Fund Balance Breakdown



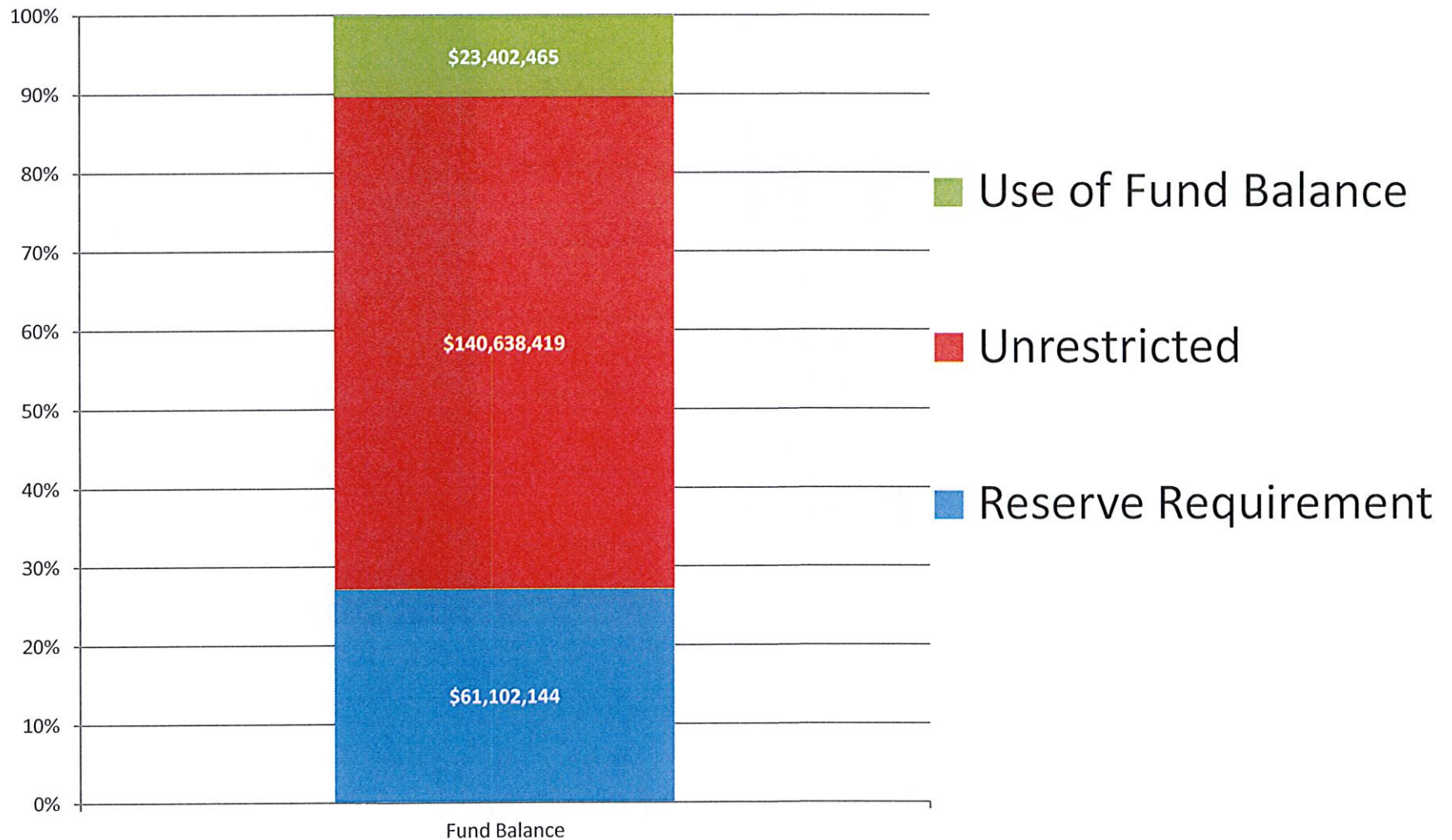
2017 All Funds

Revenue / Expense Summary



2017 All Funds

Fund Balance Breakdown



Business Case Summary

All Funds

	FTE	Recommended	FTE	Not Recommended
Ongoing		\$5,898,266		\$479,422
One-Time		\$6,789,844		\$1,264,575
Business Case		\$12,688,110		\$1,743,997
FTE Request	22.50	\$1,420,611	9.00	\$694,068
Total	22.50	\$14,108,721	9.00	\$2,438,065

Adams County, Colorado
Countywide Fund Summary Overview
As of 09/19/2016

10

2017 Preliminary Budget - Fund Balance Summary Overview

Fund Name	Est. Beginning Fund Balance	2017 Revenues	Transfers In	2017 Total Proposed Revenues	2017 Proposed Operating Expenditures	Transfers Out	2017 Total Proposed Operating Expenses	2017 Proposed Capital Expenditures	2017 Total Proposed Expenditures	Projected Reserves/ Designations	Estimated Unrestricted Funds Available for FY2017	Estimated Ending Fund Balance
General	\$100,866,280	\$169,211,341	\$1,100,000	\$170,311,341	\$169,340,556	\$729,752	\$170,070,308	\$6,063,777	\$176,134,085	\$50,655,862	\$44,387,674	\$95,043,536
Special Revenue Funds												
CDBG	4,719,684	7,484,754	-	7,484,754	7,207,856	-	7,207,856	-	7,207,856	-	4,996,582	4,996,582
CSBG	165,028	522,244	-	522,244	487,774	-	487,774	-	487,774	-	199,498	199,498
Conservation Trust	1,368,757	726,818	-	726,818	463,186	-	463,186	43,000	506,186	-	1,589,389	1,589,389
Developmentally Disabled	341,703	1,371,971	-	1,371,971	1,367,475	-	1,367,475	-	1,367,475	-	346,199	346,199
Head Start	388,583	4,894,757	-	4,894,757	5,125,205	-	5,125,205	-	5,125,205	-	158,135	158,135
Open Space Sales Tax	28,863,836	15,406,038	-	15,406,038	14,863,623	904,111	15,767,734	-	15,767,734	-	28,502,140	28,502,140
Open Space Projects	895,293	2,032,500	904,111	2,936,611	78,800	-	78,800	3,525,000	3,603,800	-	228,104	228,104
Road and Bridge	35,864,927	42,855,942	-	42,855,942	38,093,874	-	38,093,874	9,500,000	47,593,874	3,000,000	28,126,995	31,126,995
Social Services	9,328,306	105,966,608	-	105,966,608	107,252,458	-	107,252,458	-	107,252,458	3,751,032	4,291,424	8,042,456
Waste Management	2,876,255	555,000	-	555,000	376,255	-	376,255	2,500,000	2,876,255	-	555,000	555,000
DIA Mitigation	1,310,169	1,600	-	1,600	45,000	-	45,000	-	45,000	-	1,266,769	1,266,769
Workforce Development	57,396	8,599,752	-	8,599,752	7,574,294	-	7,574,294	-	7,574,294	-	1,082,854	1,082,854
Enterprise Funds												
Front Range Airport	77,268	3,730,497	400,000	4,130,497	2,936,328	-	2,936,328	353,333	3,289,661	100,000	818,104	918,104
Wastewater Treatment	200,405	17,000	329,752	346,752	349,540	-	349,540	-	349,540	-	197,617	197,617
Golf Course	1,019,452	3,087,000	-	3,087,000	2,407,609	-	2,407,609	283,300	2,690,909	-	1,415,543	1,415,543
Stormwater Utility	2,796,807	2,215,250	-	2,215,250	540,911	-	540,911	1,315,935	1,856,846	100,000	3,055,211	3,155,211
Capital Project Funds												
Capital Facilities	12,600,336	24,662,622	-	24,662,622	14,095,000	1,100,000	15,195,000	17,650,000	32,845,000	-	4,417,958	4,417,958
Internal Service Funds												
Fleet	15,551,644	7,001,395	-	7,001,395	4,551,081	-	4,551,081	5,352,500	9,903,581	2,520,250	10,129,208	12,649,458
Insurance	5,850,899	22,949,460	-	22,949,460	22,951,344	-	22,951,344	-	22,951,344	975,000	4,874,015	5,849,015
TOTAL ADAMS COUNTY	\$225,143,028	\$423,292,549	\$2,733,863	\$426,026,412	\$400,108,169	\$2,733,863	\$402,842,032	\$46,586,845	\$449,428,877	\$61,102,144	\$140,638,419	\$201,740,563

2017 Preliminary Budget All Requests

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FTE Requests	pages 507 - 541

2017 Budget Development Meeting Schedule				
Department/Elected Office	Meeting Date	Meeting Time	Department/Elected Office Contacts	Budget Staff Member Responsible
Treasurer's Office	08/15/16	10:30-11:00	Brigitte Grimm	Raylene
Assessor's Office	08/15/16	11:10-11:40	Patsy Melonakis	Pernell
Clerk & Recorder's Office	08/15/16	1:00-1:45	Stan Martin	Pernell
Sheriff's Office	08/15/16	2:00-3:00	Michael McIntosh	Nancy
Coroner's Office	08/17/16	11:30-12:00	Monica Broncucia-Jordan	Raylene
CED	08/17/16	1:00-2:00	Norman Wright, Kristin Sullivan	Raylene
Transportation Department	08/17/16	2:15-3:15	Jeffery Maxwell, Ray Gonzales	Nancy
Front Range Airport (FRA)	08/18/16	10:00-11:00	Dave Ruppel	Nancy
County Attorney's Office	08/19/16	1:00-1:30	Heidi Miller	Pernell
Animal Shelter	08/22/16	9:00-9:30	Stephanie Wilde	Pernell
Facilities	08/22/16	10:00-11:00	Ed Finger	Raylene
Customer Experience Operations	08/22/16	1:00-2:00	Heather Younger, Ed Finger	Raylene
Finance	08/22/16	3:30-4:00	Ben Dahlman, Ed Finger	Pernell
Community Corrections	08/24/16	11:00-11:30	Linda Angell, Ed Finger	Nancy
Criminal Justice Coordinating Committee	08/24/16	11:30-12:00	Debbie Allen, Ed Finger	Nancy
Long-Range Strategic Planning	08/24/16	2:00-3:00	Abel Montoya, Ray Gonzales	Raylene
Fleet	08/24/16	2:15-3:00	Jeffery Bowman, Ed Finger	Nancy
District Attorney's Office	08/24/16	3:00-3:45	Dave Young	Nancy
Parks & Open Space Department	08/25/16	10:00-11:00	Nathan Mosley, Ray Gonzales	Pernell
Human Services	08/25/16	11:00-12:00	Michelle King, Chris Kline, Ray Gonzales	Pernell
Intergovernmental Human Resources & Performance, Innovation & Sustainability Office	08/25/16	2:00-3:00	Jim Siedlecki, Bryan Ostler, Nick Kittle	Raylene
Informational Technology	08/25/16	3:00-4:00	Kevin Beach, Ed Finger	Nancy
Proposed Budget Wrap Up #1	08/26/16	9:30-11:00	Todd Leopold	Budget Team
Proposed Budget Wrap Up #2	08/31/16	2:00-4:00	Todd Leopold	Budget Team



2017 Budget Analysis

Adams County Assessor's Office





Assessor's Office Department Summary

- Purpose Statement: To administer the Adams County Assessor's Office in a manner that assures public confidence in our accuracy, productivity, and fairness to provide just and equalized valuations of all real and personal property.

Assessor's Office - Budget Summary by Fund

County Assessor Budget Summary by Fund							
Revenues by Fund	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
General Fund	\$ 79,891	\$ 75,000	\$ 76,000	\$ -	\$ -	\$ 76,000	1.3%
Total Revenues	\$ 79,891	\$ 75,000	\$ 76,000	\$ -	\$ -	\$ 76,000	1.3%
Expenditures by Fund	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
General Fund	\$ 4,059,194	\$ 4,450,591	\$ 4,452,322	\$ 85,000	\$ -	\$ 4,537,322	1.9%
Total Expenditures	\$ 4,059,194	\$ 4,450,591	\$ 4,452,322	\$ 85,000	\$ -	\$ 4,537,322	1.9%

Assessor's Office - Budget Summary by Category

County Assessor Budget Summary by Category							
Revenues by Category	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Charges for Services	\$ 79,891	\$ 75,000	\$ 76,000	\$ -	\$ -	\$ 76,000	1.3%
Total Revenues	\$ 79,891	\$ 75,000	\$ 76,000	\$ -	\$ -	\$ 76,000	1.3%
Expenditures by Category	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Personnel	\$ 3,525,079	\$ 3,963,421	\$ 3,967,111	\$ -	\$ -	\$ 3,967,111	0.1%
Operations & Maintenance	66,590	87,400	87,400	-	-	87,400	0.0%
Charges for Services	467,525	399,770	397,811	85,000	-	482,811	20.8%
Total Expenditures	\$ 4,059,194	\$ 4,450,591	\$ 4,452,322	\$ 85,000	\$ -	\$ 4,537,322	1.9%

Assessor's Office - Budget Summary by Division

County Assessor Summary by Division							
Revenues by Division	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
County Assessor	\$ 79,891	\$ 75,000	\$ 76,000	\$ -	\$ -	\$ 76,000	1.3%
Assessor GIS	-	-	-	-	-	-	
Total Revenues	\$ 79,891	\$ 75,000	\$ 76,000	\$ -	\$ -	\$ 76,000	1.3%
Expenditures by Division	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
County Assessor	\$ 3,623,115	\$ 3,951,324	\$ 3,976,108	\$ 85,000	\$ -	\$ 4,061,108	2.8%
Assessor GIS	436,079	499,267	476,214	-	-	476,214	-4.6%
Total Expenditures	\$ 4,059,194	\$ 4,450,591	\$ 4,452,322	\$ 85,000	\$ -	\$ 4,537,322	1.9%



Assessor's Office - Business Case Requests

<i>Request</i>	<i>Priority</i>	<i>Amount</i>	<i>Type</i>
Re-Appraisal Postage, Printing	1	\$ 85,000	Ongoing
Total Business Case Requests		\$ 85,000	



Assessor's Office - CIP Requests

Assessor does not have any CIP requests for 2017



Assessor's Office - FTE Snapshot & 2017 Requests

FTE Snapshot

Full-time Equivalent Positions (FTEs)	2014 Authorized	2015 Authorized	2016 Authorized
Assessor's Office	45.00	45.00	45.00
TOTAL FTEs	45.00	45.00	45.00

Positions Added Mid-2016

- No new positions as of 08/8/2016

New FTEs requested for 2017

- No new positions requested

Positions Vacant as of 8/8/16

- Residential Appraiser II



2017 Budget Analysis

Adams County Clerk & Recorder's Office





Clerk & Recorder's Office Department Summary

Purpose Statement:

Recording: To professionally and accurately assist citizens and businesses requiring recording or research of Adams County public records.

Elections: To enfranchise eligible Adams County residents to participate in the voting process by:

- maintaining an accurate voter registration database
- ensuring fair and accurate elections are conducted, and
- delivering comprehensive public, media and voter information

while following applicable federal and state law and Secretary of State rules, in a non-partisan, transparent manner

Motor Vehicles: To professionally and accurately serve and provide excellent customer service to Adams County citizens and businesses as authorized agents of the Department of Revenue relating to the titling and registration of motor vehicles.



Clerk & Recorder - Budget Summary by Fund

Clerk & Recorder Budget Summary by Fund							
Revenues by Fund	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
General Fund	\$ 10,834,257	\$ 11,852,625	\$ 11,251,671	\$ -	\$ -	\$ 11,251,671	-5.1%
Total Revenues	\$ 10,834,257	\$ 11,852,625	\$ 11,251,671	\$ -	\$ -	\$ 11,251,671	-5.1%
Expenditures by Fund	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
General Fund	\$ 7,375,319	\$ 10,249,406	\$ 7,547,344	\$ 647,433	\$ 680,500	\$ 8,875,277	-13.4%
Total Expenditures	\$ 7,375,319	\$ 10,249,406	\$ 7,547,344	\$ 647,433	\$ 680,500	\$ 8,875,277	-13.4%

Clerk & Recorder - Budget Summary by Category

Clerk & Recorder Budget Summary by Category							
Revenues by Category	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Licenses & Permits	\$ 16,667	\$ 16,136	\$ 14,701	\$ -	\$ -	\$ 14,701	-8.9%
Charges for Services	10,710,677	11,653,289	11,136,970	-	-	11,136,970	-4.4%
Miscellaneous	106,913	183,200	100,000	-	-	100,000	-45.4%
Total Revenues	\$ 10,834,257	\$ 11,852,625	\$ 11,251,671	\$ -	\$ -	\$ 11,251,671	-5.1%
Expenditures by Category	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Personnel	\$ 5,786,601	\$ 7,158,466	\$ 6,583,275	\$ 144,254	\$ -	\$ 6,727,529	-6.0%
Operations & Maintenance	401,520	399,579	207,574	246,179	-	453,753	13.6%
Charges for Services	943,299	1,605,940	756,495	257,000	1,500	1,014,995	-36.8%
Governmental Services	70	-	-	-	-	-	
Capital	243,829	1,085,421	-	-	679,000	679,000	-37.4%
Total Expenditures	\$ 7,375,319	\$ 10,249,406	\$ 7,547,344	\$ 647,433	\$ 680,500	\$ 8,875,277	-13.4%

Clerk & Recorder - Budget Summary by Division

Clerk & Recorder Summary by Division							
Revenues by Division	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Admin	\$ 106,913	\$ -	\$ 100,000	\$ -	\$ -	\$ 100,000	
Recording	3,454,687	3,992,831	3,476,446	-	-	3,476,446	-12.9%
Elections	228,417	404,400	339,900	-	-	339,900	-15.9%
Motor Vehicles	7,044,240	7,455,394	7,335,325	-	-	7,335,325	-1.6%
Total Revenues	\$ 10,834,257	\$ 11,852,625	\$ 11,251,671	\$ -	\$ -	\$ 11,251,671	-5.1%
Expenditures by Division	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Admin	\$ 242,318	\$ 381,188	\$ 317,804	\$ -	\$ -	\$ 317,804	-16.6%
Recording	751,300	1,017,646	821,748	211,754	600,000	1,633,502	60.5%
Elections	1,655,508	3,922,437	1,293,865	383,804	55,500	1,733,169	-55.8%
Motor Vehicles	4,726,193	4,928,135	5,113,927	51,875	25,000	5,190,802	5.3%
Total Expenditures	\$ 7,375,319	\$ 10,249,406	\$ 7,547,344	\$ 647,433	\$ 680,500	\$ 8,875,277	-13.4%



Clerk & Recorder - Business Case Requests

<i>Request</i>	<i>Priority</i>	<i>Amount</i>	<i>Type</i>
Language Translation Service	2	\$ 25,000	Ongoing
Recording Flooring	2	\$ 12,500	One-Time
Rearrange Lobby for flow	1	\$ 30,000	One-Time
2017 Election	2	\$ 383,804	One-Time
Brighton MV 2 Work Stations	2	\$ 3,125	One-Time
Brighton MV Flooring	2	\$ 18,750	One-Time
North Pecos MV Counter	2	\$ 6,250	One-Time
Review/Feasibility Study	1	\$ 5,000	One-Time
Westmisnter Flooring	2	\$ 18,750	One-Time
Total Business Case Requests		\$ 783,179	



Clerk & Recorder - CIP Requests

<i>Description</i>	<i>Priority</i>	<i>2017</i>	<i>2018</i>	<i>2019</i>	<i>2020</i>	<i>2021</i>	<i>Total</i>
* Digitization of Historical Data	1	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000
* Recording Management Software	1	350,000	-	-	-	-	350,000
Elections van replacement	3	39,000	-	-	-	-	39,000
Ballot sorter additional pocket	3	16,500	-	-	-	-	16,500
Motor Vehicle Fleet Vehicle	2	25,000	-	-	-	-	25,000
Total CIP Requests		\$ 680,500	\$ -	\$ -	\$ -	\$ -	\$ 680,500

*Recording Division project to be paid for out of Clerk & Recorder Technology Fund.
Offsetting revenue included in Miscellaneous Revenue



Clerk & Recorder - FTE Snapshot & 2017 Requests

FTE Snapshot

Full-time Equivalent Positions (FTEs)	2014 Authorized	2015 Authorized	2016 Authorized
Admin	2.50	2.50	2.00
Recording	7.00	8.00	8.50
Elections	15.00	15.00	15.00
Motor Vehicles	60.50	63.50	70.00
TOTAL FTEs	85.00	89.00	95.50

Positions Added Mid-2016

- No positions added in 2016

New FTEs requested for 2017

- 2.0 Recording Technician I – project designated positions for 24 months paid for by Recording Technology Fund
 - Currently on 3rd Supplemental Request in 2016. Would be removed if approved in 2016.

Vacant Positions as of 8/8/2016

- 4 – MV Technician I
- 1 - MV Technician II
- 2 - MV Title Tech (RP2)



Conclusion

- Motor Vehicle queuing system implemented in 2015/2016
- Recording division continues digitization of old records
 - Capital projects offset by Technology Fund Revenue
- 2017 Elections budget includes \$384K for presidential election



2017 Budget Analysis

Adams County Coroner's Office





Coroner's Office - Department Summary

- Purpose Statement: To accurately determine the manner and the cause of death of individuals that die within the statutory jurisdiction of the office; through a fair, ethical, and competent investigation of death; performed by qualified and trained individuals, in accordance with the accepted medicolegal death investigation professional standards; ensuring the integrity of the investigation, to assist the bereaved in the loss of a loved one, to earn and hold the trust and respect of the citizens that we are privileged and honored to serve.

Coroner's Office - Budget Summary by Fund

Coroner Budget Summary by Fund							
Revenues by Fund	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
General Fund	\$ 331,610	\$ 275,150	\$ 337,750	\$ -	\$ -	\$ 337,750	22.8%
Total Revenues	\$ 331,610	\$ 275,150	\$ 337,750	\$ -	\$ -	\$ 337,750	22.8%
Expenditures by Fund	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
General Fund	\$ 1,984,973	\$ 2,099,667	\$ 2,086,945	\$ 150,425	\$ 430,000	\$ 2,667,370	27.0%
Total Expenditures	\$ 1,984,973	\$ 2,099,667	\$ 2,086,945	\$ 150,425	\$ 430,000	\$ 2,667,370	27.0%

Coroner's Office - Budget Summary by Category

Coroner Budget Summary by Category							
Revenues by Category	2015 Actual	2016 Adopted	2017 Proposed	Business Cases	CIP	2017 Total	% Change
Charges for Services	\$ 331,610	\$ 275,150	\$ 337,750	\$ -	\$ -	\$ 337,750	22.8%
Total Revenues	\$ 331,610	\$ 275,150	\$ 337,750	\$ -	\$ -	\$ 337,750	22.8%
Expenditures by Category	2015 Actual	2016 Adopted	2017 Proposed	Business Cases	CIP	2017 Total	% Change
Personnel	\$ 1,052,035	\$ 1,204,839	\$ 1,207,309	\$ 20,000	\$ -	\$ 1,227,309	1.9%
Operations & Maintenance	94,608	93,320	93,320	18,125	-	111,445	19.4%
Charges for Services	838,330	801,508	786,316	112,300	-	898,616	12.1%
Capital	-	-	-	-	430,000	430,000	
Total Expenditures	\$ 1,984,973	\$ 2,099,667	\$ 2,086,945	\$ 150,425	\$ 430,000	\$ 2,667,370	27.0%



Coroner's Office – Business Case Request

Description	Priority	One-Time	Ongoing	Total
Replace Autopsy Surgical Light	1	\$ 10,000	\$ -	\$ 10,000
Temporary Labor	1	-	20,000	20,000
Operating Supplies	1	-	4,125	4,125
Minor Equipment	1	10,000	-	10,000
Medical Services	1	-	68,100	68,100
Other Professional Services	1	-	34,200	34,200
Software and Licensing	1	-	4,000	4,000
Total Coroner Business Case Requests		\$ 20,000	\$ 130,425	\$ 150,425



Coroner's Office – CIP Request

Description	Priority	2017	2018	2019	2020	2021	Total
Replace Radiography Equipment	1	\$ 430,000	\$ -	\$ -	\$ -	\$ -	\$ 430,000
Total Coroner CIP Requests		\$ 430,000	\$ -	\$ -	\$ -	\$ -	\$ 430,000



Coroner's Office - FTE Snapshot & 2017 Requests

FTE Snapshot

Full-time Equivalent Positions (FTEs)	2014 Authorized	2015 Authorized	2016 Authorized
Coroner's Office	13.00	14.00	14.00
Total Authorized Positions	13.00	14.00	14.00

New FTEs requested for 2017

- No new positions requested

Vacant Position

- No vacant positions



Coroner's Office - Conclusion

The Coroner's Office continues to operate well within the Adopted Budget. Currently requesting to replace outdated Radiography Equipment, Autopsy Surgical Light, Software, Minor Equipment, Temp Labor, Operating Supplies, Medical Supplies and Other Professional services to keep up with anticipated future service demands for death investigations and autopsies.



2017 Budget Analysis

District Attorney's Office





District Attorney's Office - Department Summary

- Purpose Statement: To pursue justice through the fair and ethical prosecution of criminal offenders; to seek justice for victims of crime; and to create a safer community through positive partnerships with law enforcement and other community members, and to earn and hold the trust and respect of the citizens that we are privileged and honored to serve.

District Attorney's Office - Budget Summary by Fund

District Attorney's Office Budget by Fund							
Revenues by Fund	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
General Fund	\$ 3,869,340	\$ 3,408,393	\$ 3,807,794	\$ -	\$ -	\$ 3,807,794	11.7%
Total Revenues	\$ 3,869,340	\$ 3,408,393	\$ 3,807,794	\$ -	\$ -	\$ 3,807,794	11.7%
Expenditures by Fund	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
General Fund	\$ 17,004,554	\$ 17,653,177	\$ 18,885,793	\$ 647,826	\$ -	\$ 19,533,619	10.7%
Total Expenditures	\$ 17,004,554	\$ 17,653,177	\$ 18,885,793	\$ 647,826	\$ -	\$ 19,533,619	10.7%

District Attorney's Office - Budget Summary by Category

District Attorney's Office Budget by Category							
Revenues by Category	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Intergovernmental	\$ 2,120,064	\$ 1,479,672	\$ 1,941,073	\$ -	\$ -	\$ 1,941,073	31.2%
Charges for Services	1,749,276	1,928,721	1,866,721	-	-	1,866,721	-3.2%
Total Revenues	\$ 3,869,340	\$ 3,408,393	\$ 3,807,794	\$ -	\$ -	\$ 3,807,794	11.7%
Expenditures by Category	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Personnel	\$ 14,834,024	\$ 15,796,920	\$ 16,562,274	\$ 445,138	\$ -	\$ 17,007,412	7.7%
Operations & Maintenance	301,620	395,123	315,382	202,688	-	518,070	31.1%
Charges for Services	703,828	924,314	1,005,637	-	-	1,005,637	8.8%
Debt	2,500	2,500	2,500	-	-	2,500	0.0%
Governmental Services	1,125,000	500,000	1,000,000	-	-	1,000,000	0.0%
Capital	37,582	34,320		-	-	-	-100.0%
Total Expenditures	\$ 17,004,554	\$ 17,653,177	\$ 18,885,793	\$ 647,826	\$ -	\$ 19,533,619	10.7%

District Attorney's Office - Budget Summary by Division

District Attorney's Office by Division							
Revenues by Division	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Administrative Services	\$ 2,651,457	\$ 2,806,790	\$ 2,661,417	\$ -	\$ -	\$ 2,661,417	-5.2%
Diversion	92,883	101,603	146,377	-	-	146,377	44.1%
Victim's Compensation Grant	1,125,000	500,000	1,000,000	-	-	1,000,000	100.0%
Total Revenues	\$ 3,869,340	\$ 3,408,393	\$ 3,807,794	\$ -	\$ -	\$ 3,807,794	11.7%

Expenditures by Division	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Administrative Services	\$ 14,792,601	\$ 15,988,132	\$ 16,610,471	\$ 647,826	\$ -	\$ 17,258,297	7.9%
Diversion	1,086,953	1,165,045	1,275,322	-	-	1,275,322	9.5%
Victim's Compensation Grant	1,125,000	500,000	1,000,000	-	-	1,000,000	100.0%
Total Expenditures	\$ 17,004,554	\$ 17,653,177	\$ 18,885,793	\$ 647,826	\$ -	\$ 19,533,619	10.7%

District Attorney's Office - Business Case Requests

<i>Department - Division</i>	<i>Description</i>	<i>Priority</i>	<i>One-Time</i>	<i>Ongoing</i>	<i>FTE</i>	<i>Total</i>
District Attorney	replacement laptops	1	141,600	-		141,600
District Attorney	MS Office Update	1	-	61,088		61,088
District Attorney	Deputy District Attorney I	1	-	193,820	2.00	193,820
District Attorney	Investigator II	1	-	183,990	2.00	183,990
District Attorney	HT Victim Witness Advocate	1	-	67,328	1.00	67,328
Total - General Fund (00001)			\$ 141,600	\$ 506,226	5.00	\$ 647,826



District Attorney's Office - CIP Requests

No 2017 CIP Requests



District Attorney's Office - FTE Snapshot & 2017 Requests

FTE Snapshot

Full-time Equivalent Positions (FTEs)	2014 Authorized	2015 Authorized	2016 Authorized	2016 Adj +/-	2016 6/30/16	2017 2017 Req	2017 Preliminary
District Attorney's Office	166.50	168.00	172.50	0.00	172.50	5.00	177.50
TOTAL FTEs	166.50	168.00	172.50	0.00	17.50	5.00	177.50

New FTEs requested for 2017

- 2.0 FTE Deputy District Attorneys I - \$96,910 Total Salary & Benefits Each
- 2.0 FTE Investigators - \$91,995 Total Salary & Benefits Each
- 1.0 FTE Victim Witness Advocate - \$67,328 Total Salary & Benefits

Vacant Positions

- 1.0 FTE Legal Secretary
- 1.0 FTE Deputy District Attorney – Senior
- 1.0 FTE Victim Witness Specialist
- 1.0 FTE Advocacy Services Manager
- .50 FTE SART/Forensic Exam Coordinator PJ2





District Attorney's Office - Conclusion

- Discovery fee revenue decreasing as result of state mandate to provide for free electronic discovery.
- Broomfield revenue calculation will be revised once budget numbers are finalized and revenue amount adjusted accordingly.



2016 Budget Analysis

Adams County Public Trustee's Office





Public Trustee's Office Summary

- Purpose Statement: The Adams County Public Trustee's Office will provide accurate, prompt, and courteous service to the residents and businesses of Adams County.

Public Trustee - Budget Summary by Fund

Public Trustee Budget Summary by Fund				
Revenues by Fund	2014 Actual	2015 Amended Budget	2016 Proposed	% Change
General Fund	\$ 573,514	\$ 631,611	\$ 657,692	4.1%
Total Revenues	\$ 573,514	\$ 631,611	\$ 657,692	4.1%
Expenditures by Fund	2014 Actual	2015 Amended Budget	2016 Proposed	% Change
General Fund	\$ 337,143	\$ 631,611	\$ 657,692	4.1%
Total Expenditures	\$ 337,143	\$ 631,611	\$ 657,692	4.1%

Public Trustee - Budget Summary by Category

Public Trustee Budget Summary by Category				
Revenues by Category	2014 Actual	2015 Amended Budget	2016 Proposed	% Change
Charges for Services	\$ 573,514	\$ 631,611	\$ 657,692	4.1%
Total Revenues	\$ 573,514	\$ 631,611	\$ 657,692	4.1%
Expenditures by Category	2014 Actual	2015 Amended Budget	2016 Proposed	% Change
Personnel	\$ 336,927	\$ 563,735	\$ 599,511	6.3%
Operations & Maintenance	\$ 343,925	\$ 20,580	\$ 9,130	-55.6%
Charges for Services	\$ (343,709)	\$ 47,296	\$ 49,051	3.7%
Total Expenditures	\$ 337,143	\$ 631,611	\$ 657,692	4.1%



Public Trustee - Business Case / CIP Requests

- There are no CIP or Business Case requests for 2016



Public Trustee - FTE Snapshot & 2016 Requests

FTE Snapshot

Full-time Equivalent Positions (FTEs)	2013 Authorized	2014 Authorized	2015 Authorized
Public Trustee's Office	7.00	9.00	9.00
Total Authorized Positions	7.00	9.00	9.00

Positions Added Mid-2015

- No new positions as of 08/15/2015

New FTEs requested for 2016

- No new positions requested

Positions Vacant as of 7/17/15

- Public Trustee Lead Technician – vacant since 8/2012
- Administrative Tech/Deputy – vacant since 1/2015
- Public Trustee Technician I – vacant since 6/2011
- Public Trustee Clerk – vacant since 8/2009
- Public Trustee Clerk – vacant since 12/2013

Total Personnel Costs for 5 positions = \$293,277



Conclusion

Excess revenues are returned to Adams County's General Fund.

Due to recent economic conditions, excess revenues have consistently been returned to Adams County. With a recovering economy, Adams County may see less excess revenue.

5 Positions are currently vacant and are not anticipated to be filled creating vacancy savings of approximately \$293,277.



2017 Budget Analysis

Adams County Sheriff's Office





Sheriff's Office Summary

- The Sheriff's Office has five divisions:
 - Administrative Services
 - Corrections
 - Detective
 - Patrol
 - Professional Standards
- Mission Statement:
Unity through Trust...Trust through Connection
- Vision Statement:
To be the Model of Public Safety through Unity, Leadership, and Community Partnerships Built on a Foundation of Trust



Sheriff' Office Budget Summary by Fund

Sheriff's Office Budget by Fund							
Revenues by Fund	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
General Fund	\$ 5,868,361	\$ 5,913,499	\$ 5,981,429	\$ -	\$ -	\$ 5,981,429	1.1%
Total Revenues	\$ 5,868,361	\$ 5,913,499	\$ 5,981,429	\$ -	\$ -	\$ 5,981,429	1.1%
Expenditures by Fund	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
General Fund	\$ 59,465,537	\$ 70,341,845	\$ 67,650,827	\$ 2,154,455	\$ 4,660,160	\$ 74,465,442	5.9%
Total Expenditures	\$ 59,465,537	\$ 70,341,845	\$ 67,650,827	\$ 2,154,455	\$ 4,660,160	\$ 74,465,442	5.9%

Sheriff's Office Budget Summary by Category

Sheriff's Office Budget by Category

Revenues by Category	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Licenses & Permits	\$ 46,482	\$ 71,000	\$ 71,000	\$ -	\$ -	\$ 71,000	0.0%
Intergovernmental	675,769	107,132	343,689	-	-	343,689	220.8%
Charges for Services	4,216,039	4,457,164	4,385,741	-	-	4,385,741	-1.6%
Fines & Forfeitures	843,552	1,194,223	1,165,455	-	-	1,165,455	-2.4%
Miscellaneous	86,519	83,980	15,544	-	-	15,544	-81.5%
Total Revenues	\$ 5,868,361	\$ 5,913,499	\$ 5,981,429	\$ -	\$ -	\$ 5,981,429	1.1%
Expenditures by Category	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Personnel	\$ 45,294,123	\$ 49,982,447	\$ 51,638,530	\$ 1,491,372	\$ -	\$ 53,129,902	6.3%
Operations & Maintenance	1,792,287	2,951,405	2,396,203	285,065	-	2,681,268	-9.2%
Charges for Services	12,053,749	13,757,905	13,616,094	378,018	-	13,994,112	1.7%
Governmental Services	48,120	-	-	-	-	-	0.0%
Capital	277,258	3,650,088	-	-	4,660,160	4,660,160	27.7%
Total Expenditures	\$ 59,465,537	\$ 70,341,845	\$ 67,650,827	\$ 2,154,455	\$ 4,660,160	\$ 74,465,442	5.9%

Sheriff's Office Budget Summary by Division

Sheriff's Office by Division							
Revenues by Division	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Administrative Services	\$ 422,626	\$ 387,540	\$ 36,600	\$ -	\$ -	\$ 36,600	-90.6%
Corrections	3,350,335	2,942,680	2,920,161	-	-	2,920,161	-0.8%
Detectives	120,629	137,750	120,863	-	-	120,863	-12.3%
Patrol	1,426,287	1,587,597	1,748,763	-	-	1,748,763	10.2%
Professional Standards	548,484	857,932	1,155,042	-	-	1,155,042	34.6%
Total Revenues	\$ 5,868,361	\$ 5,913,499	\$ 5,981,429	\$ -	\$ -	\$ 5,981,429	1.1%

Expenditures by Division	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Administrative Services	\$ 8,860,552	\$ 8,789,488	\$ 6,856,690	\$ 345,100	\$ 999,751	\$ 8,201,541	-6.7%
Corrections	33,259,379	40,315,357	38,194,269	1,644,480	1,191,500	41,030,249	1.8%
Detectives	4,264,332	5,087,941	5,002,182	100,000	150,909	5,253,091	3.2%
Patrol	11,792,900	14,461,732	14,820,223	56,500	2,318,000	17,194,723	18.9%
Professional Standards	1,288,374	1,687,327	2,777,463	8,375	-	2,785,838	65.1%
Total Expenditures	\$ 59,465,537	\$ 70,341,845	\$ 67,650,827	\$ 2,154,455	\$ 4,660,160	\$ 74,465,442	5.9%

Business Case Requests

<i>Department - Division</i>	<i>Description</i>	<i>Priority</i>	<i>One-Time</i>	<i>Ongoing</i>	<i>Total</i>
Sheriff Training	Training Overtime	1	-	1,875	1,875
SHF - MIS Unit	Social Media Intelligence	2	-	15,000	15,000
SHF - MIS Unit	Upgrading ArcMap License	1	-	16,000	16,000
SHF - MIS Unit	Replace eTicketing Equipment	3	24,500	-	24,500
SHF - MIS Unit	Digitize/Maintain HR Files	2	28,141	-	28,141
SHF - MIS Unit	The Beast Site License		21,564	5,000	26,564
SHF - MIS Unit	Arcserve System for Trittech	1	11,395	-	11,395
SHF - Admin Services Division	Office 365	1	-	77,000	77,000
SHF - Admin Services Division	Adcom	1	-	139,000	139,000
SHF - Admin Services Division	Supervisor Training	3	-	7,500	7,500
Sheriff - Professional Standards	Add OT for weekend events.	1	-	2,000	2,000
SHF - Detective Division	Detective Overtime	1	-	100,000	100,000
SHF - Patrol Division	LINK	1	-	9,000	9,000
SHF - Patrol Division	Patrol Bicycles	3	17,500	-	17,500
SHF - Patrol Division	Mobile Field Force Equipment	2	30,000	-	30,000
Sheriff Flatrock LE Training	Overtime - FLATROCK	1	-	4,500	4,500
SHF - Detention Facility	Transport Office Remodel	2	10,000	-	10,000
SHF - Detention Facility	Inmate Medical	1	-	73,056	73,056
SHF - Detention Facility	NCCHC Certification	1	-	3,686	3,686
SHF - Detention Facility	Mental Health - Contractors	1	-	100,000	100,000
SHF - Justice Center	Security Services	1	-	10,741	10,741
SHF - Commissary Fund	Law Kiosk Replacements	1	64,000	-	64,000
SHF - Detention Facility	4.0 FTE Records Technicians			209,372	209,372
SHF - Detention Facility	10.0 FTE Detention Specialists			782,416	782,416
SHF - Detention Facility	5.0 FTE Deputy-Courthouse			391,209	391,209
Total - Business Cases			\$ 207,100	\$ 1,947,355	\$ 2,154,455

CIP Requests

<i>Department - Division</i>	<i>Description</i>	<i>Priority</i>	<i>2017</i>	<i>2018</i>	<i>2019</i>	<i>2020</i>	<i>2021</i>	<i>Total</i>
SHF - MIS Unit	Virtual Server Upgrade	1	84,000	-	-	-	-	84,000
SHF - MIS Unit	Replace Livescan Equipment	1	39,624	-	-	-	-	39,624
SHF - Admin Services Division	Add Office Space at HQ	2	78,000	-	-	-	-	78,000
SHF - Admin Services Division	Replace Utility Truck	4	55,000	-	-	-	-	55,000
SHF - Admin Services Division	Radio Replacement	1	643,127	1,154,317	1,154,317	-	-	2,951,761
SHF - Detective Division	Interview Rooms	1	70,909	-	-	-	-	70,909
SHF - Detective Division	Remodel Property Evidence	2	40,000	-	-	-	-	40,000
SHF - Detective Division	Crown Forklift	1	40,000	-	-	-	-	40,000
SHF - Patrol Division	K-9 Replacements	1	18,000	-	-	-	-	18,000
SHF - Patrol Division	Substation Garage/Parking	2	2,300,000	-	-	-	-	2,300,000
SHF - Records/Warrants Section	Add Office Space for Records	4	100,000	-	-	-	-	100,000
SHF - Detention Facility	HMI/PLC Upgrade Jail Security	1	555,000	-	-	-	-	555,000
SHF - Detention Facility	Booking Remodel	2	81,500	-	-	-	-	81,500
SHF - Detention Facility	Jail Courtroom B Remodel	1	225,000	-	-	-	-	225,000
SHF - Detention Facility	Vehicle- Work Release Visits	1	30,000	-	-	-	-	30,000
SHF - Justice Center	Upgrade Security Surveillance	1	300,000	-	-	-	-	300,000
Total - CIP			\$ 4,660,160	\$ 1,154,317	\$ 1,154,317	\$ -	\$ -	\$ 6,968,794

FTE Snapshot & 2017 Requests

Full-time Equivalent Positions (FTEs)	2014* Authorized	2015* Authorized	2016 Authorized	2017 2017 Req	2017 Preliminary
Sheriff's Office - Administrative Services	529.75	530.50	48.00	0.00	48.00
Sheriff's Office - Corrections	0.00	0.00	307.50	19.00	326.50
Sheriff's Office - Detectives	0.00	0.00	44.00	0.00	44.00
Sheriff's Office - Patrol	0.00	0.00	122.50	0.00	122.50
Sheriff's Office - Professional Standards	0.00	0.00	20.00	0.00	20.00
TOTAL FTEs	529.75	530.50	542.00	19.00	561.00

*Divisions were re-organized in 2016. Totals are shown for previous years.

Positions Added Mid-2016

- No new positions as of 08/15/2016

New FTEs requested for 2017

- 4.0 FTE Records Technicians - \$39,504 annual salary
- 10.0 FTE Detention Specialists - \$59,050 annual salary
- 5.0 FTE Deputy-Courthouse Security - \$59,050 annual salary

Current Vacancies as of 08/08/2016

- | | |
|--------------------------------------|-----------------------------------|
| • 1.0 FTE Administrative Coordinator | 1.0 FTE Court Services Specialist |
| • 3.0 FTE Cadet | 8.0 FTE Deputy Sheriff |
| • 6.0 FTE Deputy/Technician – Senior | 3.0 FTE Detective |
| • 1.0 FTE Evidence Technician | 5.0 FTE Records Technician |
| • 13.0 FTE Deputy Sheriff Over Hire | 1.0 FTE Supply Technician |
| • 8.0 FTE Detention Specialist | 2.0 FTE Sergeant |
| • 1.0 FTE Victim Advocate | |





FLATROCK SUMMARY

FLATROCK Budget and Actuals 2012-2015				
	2017 Prelim Budget	2016 Adopted Budget	2015 Adopted Budget	2015 Actual Expenditures
Revenues	\$330,350	\$325,800	\$203,000	\$187,893
Expenditures	279,629	284,675	372,767	106,703
Gain/(Use) of Fund Balance	\$50,721	\$41,125	(\$169,767)	\$81,190

FLATROCK Budget and Actuals 2012-2015						
	2014 Adopted Budget	2014 Actual Expenditures	2013 Adopted Budget	2013 Actual Expenditures	2012 Adopted Budget	2012 Actual Expenditures
Revenues	\$177,268	\$158,181	\$49,625	\$73,883	\$35,125	\$42,203
Expenditures	146,583	109,858	325,278	96,770	296,437	299,548
Gain/(Use) of Fund Balance	\$30,685	\$48,323	(\$275,653)	(\$22,887)	(\$261,312)	(\$257,345)

The FLATROCK facility opened in August 2013. Until that point, the budget and expenditures are representative of the Riverdale Shooting Range.



2017 Budget Analysis

Treasurer's Office





Treasurer's Office Department Summary

- Purpose Statement:
 - Serving to fulfill the statutory requirements of the County Treasurer's Office with professional, ethical, and transparent practices, and creating innovative solutions through process and policies that align with the needs of our citizens.
- Primary Services of the Treasurer's Office:
 - Prepare, mail, and collect current and delinquent tax notices
 - Disburse monies to proper authorities
 - Invest idle county funds
 - Prepare free income tax returns for income qualifying individuals and families

Treasurer's Office - Budget Summary by Fund

County Treasurer Budget Summary by Fund

Revenues by Fund	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
General Fund	\$ 3,064,933	\$ 3,305,469	\$ 3,308,469	\$ -	\$ -	\$ 3,308,469	0.1%
Total Revenues	\$ 3,064,933	\$ 3,305,469	\$ 3,308,469	\$ -	\$ -	\$ 3,308,469	0.1%
Expenditures by Fund	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
General Fund	\$ 1,083,360	\$ 1,277,438	\$ 1,168,240	\$ -	\$ -	\$ 1,168,240	-8.5%
Total Expenditures	\$ 1,083,360	\$ 1,277,438	\$ 1,168,240	\$ -	\$ -	\$ 1,168,240	-8.5%



Treasurer's Office - Budget Summary by Category

County Treasurer Budget Summary by Category							
Revenues by Category	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Licenses & Permits	\$ 10,770	\$ 4,000	\$ 7,000	\$ -	\$ -	\$ 7,000.00	75.0%
Charges for Services	2,837,421	3,136,469	3,136,469	-	-	3,136,469	0.0%
Miscellaneous	216,743	165,000	165,000	-	-	165,000	0.0%
Total Revenues	\$ 3,064,933	\$ 3,305,469	\$ 3,308,469	\$ -	\$ -	\$ 3,308,469	0.1%
Expenditures by Category	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Personnel	\$ 724,883	\$ 828,238	\$ 725,651	\$ -	\$ -	\$ 725,651	-12.4%
Operations & Maintenance	26,124	28,700	28,700	-	-	28,700	0.0%
Charges for Services	332,354	420,500	413,889	-	-	413,889	-1.6%
Total Expenditures	\$ 1,083,360	\$ 1,277,438	\$ 1,168,240	\$ -	\$ -	\$ 1,168,240	-8.5%



Treasurer's Office - Business Case Requests

No Business Case Requests for 2017



Treasurer's Office - CIP Requests

No CIP Requests for 2017



Treasurer's Office FTE Summary & 2017 Requests

FTE Snapshot

Full-time Equivalent Positions (FTEs)	2014 Authorized	2015 Authorized	2016 Authorized
Treasurer's Office	11.00	11.00	11.00
Total Authorized Positions	11.00	11.00	11.00

Positions Added Mid-2016

- No positions added in 2016

New FTEs requested for 2017

- No positions requested in 2017

Vacant Positions

- 1.0 FTE Cashier
1.0 FTE Tax Lien Specialist



Conclusion

- The Treasurer's Office continues to operate well within the Adopted Budget. Currently there are no requests for CIP, Business Cases, or FTEs in the 2017 Preliminary Budget.
- Currently two vacant FTEs are in the FTE count for the Treasurer's Office. However, the Treasurer has requested these two FTE's be unfunded for 2017.



2017 Budget Analysis

Animal Shelter & Adoption Center





Animal Shelter's Department Summary

Mission

The Adams County Animal Shelter/Adoption Center is committed to advocating and promoting the cause of animal welfare within our community. We provide compassionate, humane care and shelter to each and every animal in our trust. We strive to find responsible and loving homes for all of our adoptable pets.

Vision

The Adams County Animal Shelter/Adoption Center is dedicated to being a leader in the animal welfare community through continuing education, training, and partnerships. We seek to educate and engage our patrons in the practices of responsible pet ownership. Through enforcement of state statutes and county ordinances, we serve and protect the pets and the people of Adams County.

Animal Shelter has 4 Divisions:

- Administration
- Kennel Operations
- Volunteer Operations
- Clinic Operations



Animal Shelter - Budget Summary by Fund

Animal Shelter & Adoption Center Budget Summary by Fund							
Revenues by Fund	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
General Fund	\$ 643,399	\$ 798,706	\$ 902,000	\$ -	\$ -	\$ 902,000	12.9%
Total Revenues	\$ 643,399	\$ 798,706	\$ 902,000	\$ -	\$ -	\$ 902,000	12.9%
Expenditures by Fund	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
General Fund	\$ 1,471,706	\$ 1,792,645	\$ 1,959,447	\$ 111,632	\$ -	\$ 2,071,079	15.5%
Total Expenditures	\$ 1,471,706	\$ 1,792,645	\$ 1,959,447	\$ 111,632	\$ -	\$ 2,071,079	15.5%

Animal Shelter - Budget Summary by Category

Animal Shelter & Adoption Center Budget Summary by Category							
Revenues by Category	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Charges for Services	\$ 613,129	\$ 748,706	\$ 645,700	\$ -	\$ -	\$ 645,700	-13.8%
Miscellaneous	30,270	50,000	256,300	-	-	256,300	412.6%
Total Revenues	\$ 643,399	\$ 798,706	\$ 902,000	\$ -	\$ -	\$ 902,000	12.9%
Expenditures by Category	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Personnel	\$ 1,145,703	\$ 1,540,042	\$ 1,703,122	\$ 86,632	\$ -	\$ 1,789,754	16.2%
Operations & Maintenance	285,874	202,050	192,970	25,000	-	217,970	7.9%
Charges for Services	40,128	50,553	63,355	-	-	63,355	25.3%
Total Expenditures	\$ 1,471,706	\$ 1,792,645	\$ 1,959,447	\$ 111,632	\$ -	\$ 2,071,079	15.5%

Animal Shelter - Budget Summary by Division

Animal Shelter & Adoption Center Summary by Division							
Revenues by Division	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Administration	\$ 613,129	\$ 448,706	\$ 645,700	\$ -	\$ -	\$ 645,700	43.9%
Kennel Operations	1,189	300,000	1,800	-	-	1,800	-99.4%
Volunteer	29,081	25,000	4,500	-	-	4,500	-82.0%
Clinic Operations	-	25,000	250,000	-	-	250,000	900.0%
Total Revenues	\$ 643,399	\$ 798,706	\$ 902,000	\$ -	\$ -	\$ 902,000	12.9%
Expenditures by Division	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Administration	\$ 384,512	\$ 446,807	\$ 669,491	\$ 35,202	\$ -	\$ 704,693	57.7%
Kennel Operations	994,894	1,157,211	670,951	67,430	-	738,381	-36.2%
Volunteer	24,560	83,562	88,244	-	-	88,244	5.6%
Clinic Operations	67,740	105,065	530,761	9,000	-	539,761	413.7%
Total Expenditures	\$ 1,471,706	\$ 1,792,645	\$ 1,959,447	\$ 111,632	\$ -	\$ 2,071,079	15.5%



Animal Shelter - Business Case Requests

<i>Request</i>	<i>Priority</i>	<i>Amount</i>	<i>Type</i>
Admin Employee Overtime	2	\$ 2,000	Ongoing
Part time Temp Customer Care	1	\$ 33,202	Ongoing
Animal Care Employee Overtime	2	\$ 28,000	Ongoing
Temp Labor Animal Care	3	\$ 14,430	Ongoing
2053 Kennel Operating Supplies	1	\$ 25,000	Ongoing
Clinic Employee Overtime	1	\$ 9,000	Ongoing
Total Business Case Requests-General Fund		\$ 111,632	



Animal Shelter - CIP Requests

New Animal Shelter building is included in Facilities capital requests for 2017 (\$14M)

New Animal Shelter Truck is included in Fleet capital request for 2017 (\$55k)



Animal Shelter - FTE Snapshot & 2017 Requests

FTE Snapshot

Full-time Equivalent Positions (FTEs)	2014 Authorized	2015 Authorized	2016 Authorized	2017 Requested	2017 Preliminary
Administration	6.00	6.00	8.00	0.00	8.00
Kennel Operations	13.50	15.50	11.00	0.00	11.00
Volunteer	1.00	1.00	1.00	0.00	1.00
Clinic Operations	0.00	0.00	7.00	0.00	7.00
TOTAL FTEs	20.50	22.50	27.00	0.00	27.00

Positions Added Mid-2016

- No positions added

New FTEs requested for 2017

- No FTEs requested

Vacant Positions as of 8/8/16

- 1.0 FTE Animal Care Technician
- 2.0 FTE Animal Care Technician Lead
- 1.0 FTE Community Relations Coordinator
- 1.0 FTE Foster Care Coordinator
- 1.0 FTE Administrative Coordinator



Conclusion

- Clinic Operations division was separated from Kennel Operations in 2016.
- New Animal Shelter proposed for 2017. Site TBD. \$14M request in Facilities budget.
- Potential establishment of 501(c)(3) entity to receive contributions for animal shelter/care.
 - Animal Shelter revenue would be funded through requests to 501(c)(3).



2017 Budget Analysis

Community and Economic Development





Community and Economic Development Summary

- Purpose Statement: The Community & Economic Development Department provides a variety of development, business, and neighborhood services directly related to enhancing the quality of life in Adams County.
- The department is organized into the following:
 - One-Stop Customer Service Center
 - Community Development
 - CDBG Fund
 - HOME Fund
 - ESG Fund
 - HSAG Fund
 - Neighborhood Services:
 - Animal Management
 - Code Compliance
 - Graffiti Abatement Program
 - Emergency Management
 - Economic Development:
 - Economic Development Center
 - Economic Incentives
 - Development Services:
 - PLN – Development Review
 - PLN – Boards & Commissions
 - Building Safety
 - Waste Management Fund
 - Solid Waste
 - Hazardous Waste
 - DIA Noise Mitigation Fund



Community Economic and Development Budget Summary by Fund

Community & Economic Development Budget Summary by Fund							
Revenues by Fund	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
General Fund	\$ 2,903,355	\$ 2,836,813	\$ 2,717,867	\$ -	\$ -	\$ 2,717,867	-4.2%
Community Development Block Grant Fund	5,193,397	5,341,295	7,480,754	-	-	7,480,754	40.1%
Waste Management	390,665	400,000	30,000	-	-	30,000	-92.5%
Noise Mitigation Fund	2,323	10,001,600	1,600	-	-	1,600	-100.0%
Total Revenues	\$ 8,489,741	\$ 18,579,708	\$ 10,230,221	\$ -	\$ -	\$ 10,230,221	-44.9%
Expenditures by Fund	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
General Fund	\$ 3,861,762	\$ 5,513,712	\$ 5,645,652	\$ 17,176	\$ 200,000	\$ 5,862,828	6.3%
Community Development Block Grant Fund	11,026,360	5,620,874	7,207,645	-	-	7,207,645	28.2%
Waste Management	2,449,070	376,255	376,255	1,000,000	2,500,000	3,876,255	930.2%
Noise Mitigation Fund	-	10,045,000	45,000	-	-	45,000	-99.6%
Total Expenditures	\$ 17,337,191	\$ 21,555,841	\$ 13,274,552	\$ 1,017,176	\$ 2,700,000	\$ 16,991,728	-21.2%



Community and Economic Development Budget Summary by Category

Community & Economic Development Budget Summary by Category							
Revenues by Category	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Intergovernmental	\$ 3,873,531	\$ 12,393,108	\$ 3,231,420	\$ -	\$ -	\$ 3,231,420	-73.9%
Charges for Services	731,536	1,240,000	432,201	-	-	432,201	-65.1%
Investment Income	21,401	51,600	17,600	-	-	17,600	-65.9%
Miscellaneous	1,396,250	3,100,000	4,400,000	-	-	4,400,000	41.9%
Total Revenues	\$ 8,489,741	\$ 18,579,708	\$ 10,230,221	\$ -	\$ -	\$ 10,230,221	-44.9%
Expenditures by Category	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Personnel	\$ 2,994,262	\$ 4,223,837	\$ 3,929,091	\$ 26,172	\$ -	\$ 3,955,263	-6.4%
Operations & Maintenance	166,653	191,261	144,625	-	-	144,625	-24.4%
Charges for Services	633,505	1,073,425	1,099,676	-	-	1,099,676	2.4%
Governmental Services	5,032,937	12,889,818	4,876,164	1,000,000	-	5,876,164	-54.4%
Capital	2,269,348	-	-	-	2,700,000	2,700,000	
Other Finance Uses	-	3,127,500	-	-	-	-	-100.0%
Total Expenditures	\$ 17,337,191	\$ 21,555,841	\$ 13,265,556	\$ 1,026,172	\$ 2,700,000	\$ 16,991,728	-21.2%

Community and Economic Development Budget Summary by Division

Community & Economic Development Summary by Division							
Revenues by Division	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Waste Management	\$ 390,665	\$ 400,000	\$ 30,000	\$ -	\$ -	\$ 30,000	-92.5%
DIA Noise Mitigation Fund	2,323	10,001,600	1,600	-	-	1,600	-100.0%
Community Dev Block Grant Fund	5,193,397	5,341,295	7,480,754	-	-	7,480,754	40.1%
Development Services	2,777,748	2,605,000	2,382,200	-	-	2,382,200	-8.6%
Community Economic Development	-	-	-	-	-	-	
One-Stop Customer Services	4,562	-	139,000	-	-	139,000	
Emergency Management	56,325	145,147	100,000	-	-	100,000	-31.1%
Neighborhood Services	61,990	20,000	30,001	-	-	30,001	50.0%
Economic Development	2,731	66,666	66,666	-	-	66,666	0.0%
Community Development	-	-	-	-	-	-	
Total Revenues	\$ 8,489,741	\$ 18,579,708	\$ 10,230,221	\$ -	\$ -	\$ 10,230,221	-44.9%

Expenditures by Division	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Waste Management	\$ 2,449,070	\$ 376,255	\$ 376,255	\$ 1,000,000	\$ 2,500,000	\$ 3,876,255	930.2%
DIA Noise Mitigation Fund	-	10,045,000	45,000	-	-	45,000	-99.6%
Community Dev Block Grant Fund	11,026,360	5,620,874	7,207,645	-	-	7,207,645	28.2%
Development Services	1,159,351	2,200,141	2,111,537	-	-	2,111,537	-4.0%
Community Economic Development	351,220	484,355	403,335	-	-	403,335	-16.7%
One-Stop Customer Services	34,263	-	402,163	-	100,000	502,163	
Emergency Management	390,099	477,249	143,866	26,172	100,000	270,038	-43.4%
Neighborhood Services	1,007,673	1,047,805	1,024,081	-	-	1,024,081	-2.3%
Economic Development	808,262	1,004,162	961,674	-	-	961,674	-4.2%
Community Development	110,894	300,000	590,000	-	-	590,000	96.7%
Total Expenditures	\$ 17,337,191	\$ 21,555,841	\$ 13,265,556	\$ 1,026,172	\$ 2,700,000	\$ 16,991,728	-21.2%



Business Case Requests

Description	Priority	One-Time	Ongoing	Total
Increase Permit Tech .50 FTE	1	\$ -	\$ 26,172	\$ 26,172
Brownfield Revolving Loan Fund	1	1,000,000	-	1,000,000
Total CED Business Case Requests		\$ 1,000,000	\$ 26,172	\$ 1,026,172



CIP Requests

Description	Priority	2017	2018	2019	2020	2021	Total
Old Shooting Range Remediation	1	\$ 2,500,000	\$ -	\$ -	\$ -	\$ -	\$ 2,500,000
Virtual Permit Center	1	100,000	-	-	-	-	100,000
Tornado Warning System	2	100,000	-	-	-	-	100,000
Total CED CIP Requests		\$ 2,700,000	\$ -	\$ -	\$ -	\$ -	\$ 2,700,000



FTE Summary & 2017 Requests

Full-time Equivalent Positions (FTEs)	2014 Authorized	2015 Authorized	2016 Authorized
Community and Economic Development	46.80	33.40	38.00
Waste Management Fund	0.60	0.60	0.00
Community Development Block Grant	7.00	8.00	8.00
Total Authorized Positions	54.40	42.00	46.00

2016 FTE Adjustments

- 2.5 FTE Emergency Management
- 3rd Amendment – 2.0 Oil & Gas FTEs

New FTEs requested for 2017

- .50 FTE Permit Tech – Emergency Management



FTE Summary & 2017 Requests

Vacant Positions

1.0 Electrical Inspector

.50 Economic Development Intern



2017 Budget Analysis

Community Corrections





Community Corrections Summary

Purpose Statement: Community Corrections provides intensive offender supervision in the interest of public safety; while providing access to offender rehabilitation services to promote positive behavior change

Primary Services of the Community Corrections: promoting the strategic priorities of the Community Corrections Board Contracting; budgeting and financial reporting to the County and the State; provide oversight, auditing, coaching and feedback for community corrections programs; process **all** referrals for community corrections review and coordinate placements to programs for those accepted.



Community Corrections - Budget Summary by Fund

Community Corrections Budget by Fund							
Revenues by Fund	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
General Fund	\$ 6,742,424	\$ 6,801,808	\$ 5,805,585	\$ -	\$ -	\$ 5,805,585	-14.6%
Total Revenues	\$ 6,742,424	\$ 6,801,808	\$ 5,805,585	\$ -	\$ -	\$ 5,805,585	-14.6%
Expenditures by Fund	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
General Fund	\$ 5,744,274	\$ 6,817,878	\$ 5,849,446	\$ -	\$ -	\$ 5,849,446	-14.2%
Total Expenditures	\$ 5,744,274	\$ 6,817,878	\$ 5,849,446	\$ -	\$ -	\$ 5,849,446	-14.2%



Community Corrections - Budget Summary by Category

Community Corrections Budget by Category							
Revenues by Category	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Intergovernmental	\$ 6,742,424	\$ 6,801,808	\$ 5,805,585	\$ -	\$ -	\$ 5,805,585	100.0%
Total Revenues	\$ 6,742,424	\$ 6,801,808	\$ 5,805,585	\$ -	\$ -	\$ 5,805,585	-14.6%
Expenditures by Category	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Personnel	\$ 222,989	\$ 239,913	\$ 232,302	\$ -	\$ -	\$ 232,302	-3.2%
Operations & Maintenance	12,933	19,000	19,000	-	-	19,000	0.0%
Charges for Services	5,505,352	6,558,965	5,598,144	-	-	5,598,144	-14.6%
Capital	3,000	-	-	-	-	-	0.0%
Total Expenditures	\$ 5,744,274	\$ 6,817,878	\$ 5,849,446	\$ -	\$ -	\$ 5,849,446	-14.2%

Community Corrections - Budget Summary by Division

Community Corrections Budget by Division

Revenues by Division	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Administrative Services	\$ 255,368	\$ 264,463	\$ 237,010	\$ -	\$ -	\$ 237,010	-10.4%
Program Services	6,201,864	6,252,152	5,283,382	-	-	5,283,382	-15.5%
Facility Payment	285,192	285,193	285,193	-	-	285,193	0.0%
Total Revenues	\$ 6,742,424	\$ 6,801,808	\$ 5,805,585	\$ -	\$ -	\$ 5,805,585	-14.6%

Expenditures by Division	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Administrative Services	\$ 254,574	\$ 290,533	\$ 280,871	\$ -	\$ -	\$ 280,871	-3.3%
Program Services	5,228,257	6,242,152	5,283,382	-	-	5,283,382	-15.4%
Facility Payment	261,443	285,193	285,193	-	-	285,193	0.0%
Total Expenditures	\$ 5,744,274	\$ 6,817,878	\$ 5,849,446	\$ -	\$ -	\$ 5,849,446	-14.2%



Community Corrections - Business Case Requests

No requested Business Cases for 2017



Community Corrections - CIP Requests

No requested CIP for 2017



Community Corrections FTE Summary & 2017 Requests

FTE Snapshot

Full-time Equivalent Positions (FTEs)	2014 Authorized	2015 Authorized	2016 Authorized	2016 Adj +/-	2017 2017 Req	2017 Preliminary
Community Corrections	3.00	3.00	3.00	0.00	0.00	3.00
TOTAL FTEs	3.00	3.00	3.00	3.00	3.00	3.00

Positions Added Mid-2016

- No positions added in 2016

New FTEs requested for 2017

- No positions requested in 2017

Vacant Positions

- No vacant positions





Conclusion

Funding Reductions:

Approximate 16% funding reduction in program service funds due to the termination of the contract for services at the Phoenix Center.

Approximate 10% funding reduction for administrative services due to the reduction in program fund.

Facility Payment and Correctional Treatment funds remained consistent.



2017 Budget Analysis

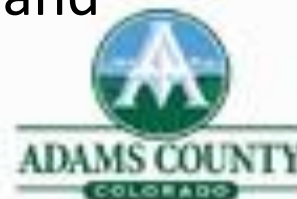
Adams County County Attorney's Office





County Attorney's Office Summary

- Purpose Statement: The Adams County Attorney's Office is committed to providing the Board of County Commissioners, the elected officials of Adams County, the other Adams County boards and commissions, and the County departments with competent and professional legal services. The County Attorney's Office, through constructive dialogue, shall encourage new ideas, be progressive and foresighted, and always analyze the legal, social, fiscal, and political consequences of our opinions and actions. We shall treat every person with kindness, fairness, and respect. We shall work together as a team to serve and assist the County and our clients in achieving their goals.



County Attorney - Budget Summary by Fund

County Attorney's Office Budget Summary by Fund							
Revenues by Fund	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
General Fund	\$ 1,441,869	\$ 1,889,171	\$ 1,912,070	\$ -	\$ -	\$ 1,912,070	1.2%
Total Revenues	\$ 1,441,869	\$ 1,889,171	\$ 1,912,070	\$ -	\$ -	\$ 1,912,070	1.2%
Expenditures by Fund	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
General Fund	\$ 3,330,904	\$ 3,743,373	\$ 3,844,703	\$ -	\$ -	\$ 3,844,703	2.7%
Total Expenditures	\$ 3,330,904	\$ 3,743,373	\$ 3,844,703	\$ -	\$ -	\$ 3,844,703	2.7%

County Attorney - Budget Summary by Category

County Attorney's Office Budget Summary by Category							
Revenues by Category	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Charges for Services	\$ 1,441,869	\$ 1,889,171	\$ 1,912,070	\$ -	\$ -	\$ 1,912,070	1.2%
Total Revenues	\$ 1,441,869	\$ 1,889,171	\$ 1,912,070	\$ -	\$ -	\$ 1,912,070	1.2%
Expenditures by Category	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Personnel	\$ 2,994,173	\$ 3,281,450	\$ 3,390,248	\$ -	\$ -	\$ 3,390,248	3.3%
Operations & Maintenance	132,695	162,672	167,191	-	-	167,191	2.8%
Charges for Services	204,036	299,251	287,264	-	-	287,264	-4.0%
Total Expenditures	\$ 3,330,904	\$ 3,743,373	\$ 3,844,703	\$ -	\$ -	\$ 3,844,703	2.7%

County Attorney - Budget Summary by Division

County Attorney's Office Summary by Division							
Revenues by Division	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
County Attorney	\$ -	\$ 200	\$ 200	\$ -	\$ -	\$ 200	0.0%
CA- Social Services IV-D	260,883	509,856	546,271	-	-	546,271	7.1%
CA- SS Dependency/Neglect	1,180,987	1,379,115	1,365,599	-	-	1,365,599	-1.0%
Total Revenues	\$ 1,441,869	\$ 1,889,171	\$ 1,912,070	\$ -	\$ -	\$ 1,912,070	1.2%

Expenditures by Division	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
County Attorney	\$ 1,696,357	\$ 1,854,402	\$ 1,932,833	\$ -	\$ -	\$ 1,932,833	4.2%
CA- Social Services IV-D	454,107	509,856	546,271	-	-	546,271	7.1%
CA- SS Dependency/Neglect	1,180,441	1,379,115	1,365,599	-	-	1,365,599	-1.0%
Total Expenditures	\$ 3,330,904	\$ 3,743,373	\$ 3,844,703	\$ -	\$ -	\$ 3,844,703	2.7%



County Attorney – Business Case / CIP Requests

There are no Business Case or CIP requests for 2017.



County Attorney - FTE Snapshot & 2017 Requests

FTE Snapshot

Full-time Equivalent Positions (FTEs)	2014 Authorized	2015 Authorized	2016 Authorized	2017 2017 Req	2017 Preliminary
County Attorney	13.00	12.00	12.00	0.00	12.00
CA- Social Services IV-D	4.00	4.00	5.00	0.00	5.00
CA- SS Dependency/Neglect	10.00	11.00	11.00	0.00	11.00
TOTAL FTEs	27.00	27.00	28.00	0.00	28.00

Positions Added Mid-2016

- No new positions as of 08/12/2016

New FTEs requested for 2017

- No new positions requested

Positions Vacant as of 8/8/16

- Legal Technician Specialist



2017 Budget Analysis County Manager's Office





County Manager's Office - Department Summary

- Purpose Statement:
- The following divisions are in the County Manager's Office:
 - Animal Shelter
 - Budget
 - Front Range Airport / Waste Water Treatment Plant
 - Human Resources
 - Intergovernmental Relations
 - Organizational Development
 - Performance, Sustainability, and Innovation
 - Public Information Office
 - Retirement Administration

County Manager's Office – Budget Summary by Fund

County Manager Budget Summary by Fund							
Revenues by Fund	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
General Fund	\$ 364,623	\$ 224,628	\$ 124,628	\$ -	\$ -	\$ 124,628	-44.5%
Insurance Fund	17,206,674	22,705,787	22,835,994	-	-	\$ 22,835,994	0.6%
Total Revenues	\$ 17,571,297	\$ 22,930,415	\$ 22,960,622	\$ -	\$ -	\$ 22,960,622	0.1%
Expenditures by Fund	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
General Fund	\$ 4,712,378	\$ 5,244,330	\$ 5,832,212	\$ 77,520	\$ -	\$ 5,909,732	12.7%
Insurance Fund	15,557,513	22,061,048	23,104,863	100,000	-	23,204,863	5.2%
Total Expenditures	\$ 20,269,891	\$ 27,305,378	\$ 28,937,075	\$ 177,520	\$ -	\$ 29,114,595	6.6%

County Manager's Office – Budget Summary by Category

County Manager Budget Summary by Category							
Revenues by Category	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Intergovernmental	\$ 5,049	\$ 20,000	\$ -	\$ -	\$ -	\$ -	-100.0%
Charges for Services	17,030,609	22,254,224	22,960,622	-	-	22,960,622	3.2%
Miscellaneous	535,637	-	-	-	-	-	
Other Finance Sources	1	656,191	-	-	-	-	-100.0%
Total Revenues	\$ 17,571,297	\$ 22,930,415	\$ 22,960,622	\$ -	\$ -	\$ 22,960,622	0.1%
Expenditures by Category	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Personnel	\$ 4,098,323	\$ 4,592,257	\$ 5,294,944	\$ -	\$ -	\$ 5,294,944	15.3%
Operations & Maintenance	541,031	372,274	526,135	44,525	-	570,660	53.3%
Charges for Services	15,630,537	22,340,847	23,115,996	132,995	-	23,248,991	4.1%
Total Expenditures	\$ 20,269,891	\$ 27,305,378	\$ 28,937,075	\$ 177,520	\$ -	\$ 29,114,595	6.6%



County Manager's Office – Budget Summary by Division

County Manager Summary by Division							
Revenues by Division	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
County Manager	\$ 5,601	\$ 20,000	\$ -	\$ -	\$ -	\$ -	-100.0%
Budget	-	-	-	-	-	-	
Human Resources	350,382	204,628	124,628	-	-	124,628	-39.1%
Insurance	17,206,674	22,705,787	22,835,994	-	-	22,835,994	0.6%
Performance & Sustainability	4,320	-	-	-	-	-	
Public Information Office	4,320	-	-	-	-	-	
Retirement	-	-	-	-	-	-	
Total Revenues	\$ 17,571,297	\$ 22,930,415	\$ 22,960,622	\$ -	\$ -	\$ 22,960,622	0.1%

Expenditures by Division	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
County Manager	\$ 1,022,455	\$ 1,085,447	\$ 1,257,253	\$ -	\$ -	\$ 1,257,253	15.8%
Budget	402,126	443,095	426,550	-	-	426,550	-3.7%
Human Resources	1,878,887	2,093,885	2,076,533	49,525	-	2,126,058	1.5%
Insurance	15,557,513	22,061,048	23,104,863	100,000	-	23,204,863	5.2%
Performance & Sustainability	645,849	719,799	1,012,945	27,995	-	1,040,940	44.6%
Public Information Office	763,062	902,104	822,790	-	-	822,790	-8.8%
Retirement	-	-	236,141	-	-	236,141	
Total Expenditures	\$ 20,269,892	\$ 27,305,378	\$ 28,937,075	\$ 177,520	\$ -	\$ 29,114,595	6.6%



County Manager's Office - Business Case Requests

Department	Description	Priority	One-Time	Ongoing	FTE	Total
Human Resources	Halogen Software	1	\$ -	\$ 19,525		\$ 19,525
Human Resources	Advertising/Recruitment	1	-	25,000		25,000
Human Resources	Bring Your Child to Work	1	-	5,000		5,000
Organizational Development	Leadership Language Options	2	7,995	-		7,995
Performance & Sustainability	Sustainability Fund	1	-	20,000		20,000
Insurance	Unemployment Claims Mgmt	1	-	9,000		9,000
Insurance	Benefits Broker	1	-	91,000		91,000
Total County Manager Business Case Requests			\$ 7,995	\$ 169,525	-	\$ 177,520



County Manager's Office - CIP Requests

No CIP Requests



County Manager's Office - FTE Summary & 2017 Request

Full-time Equivalent Positions (FTEs)	2014 Authorized	2015 Authorized	2016 Authorized	2016 Adj +/-	2017 Proposed
County Manager	4.00	7.00	7.00	0.00	7.00
Animal Shelter	20.50	22.50	27.00	0.00	27.00
Budget	4.00	4.00	4.00	0.00	4.00
Front Range Airport	18.50	18.50	19.00	0.00	19.00
Human Resources/Insurance	17.00	18.00	18.00	0.00	18.00
Organizational Development	0.00	0.00	2.00	0.00	2.00
Performance & Sustainability	5.00	6.00	6.00	0.00	6.00
Public Information Office	7.00	7.00	7.00	0.00	7.00
Retirement Administration	2.00	2.00	2.00	0.00	2.00
Total Authorized Positions	78.00	85.00	92.00	0.00	92.00

Positions decreased - 2016

- 1.5 FTE Office of Emergency Management moved under CED

New FTEs requested for 2017

- No new requests

Positions Vacant

- Sr. Budget Analyst
- Talent Development Specialist



2017 Budget Analysis

Office of Cultural Affairs





Office of Cultural Affairs Summary

- Purpose Statement:
 - The Adams County Office of Cultural Affairs is responsible for increasing awareness and promoting arts, cultural and scientific opportunities in Adams County.
- Primary Services of the Office of Cultural Affairs:
 - Responsible for managing, planning, developing and implementing the programs and activities of the Cultural Affairs Office.
 - Provides administrative and management support for two Board of County Commissioner appointed advisory boards:
 - The Adams County Cultural Council (ACCC) was established by resolution by the Board of County Commissioners and is responsible for submitting a plan to the Scientific & Cultural Facilities District (SCFD) for disbursement of funds to support arts, cultural and scientific opportunities in Adams County.
 - The Adams County Visual Arts Commission (ACVAC) is responsible for placing public art in county owned facilities and on county owned land.





Office of Cultural Affairs - Budget Summary by Fund

Office of Cultural Affairs Budget by Fund							
Revenues by Fund	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
General Fund	\$ 56,892	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Total Revenues	\$ 56,892	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Expenditures by Fund	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
General Fund	\$ 70,002	\$ 94,216	\$ 102,490	\$ 30,000	\$ -	\$ 132,490	40.6%
Total Expenditures	\$ 70,002	\$ 94,216	\$ 102,490	\$ 30,000	\$ -	\$ 132,490	40.6%



Office of Cultural Affairs - Budget Summary by Category

Office of Cultural Affairs Budget by Category							
Revenues by Category	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Sales Tax	\$ 56,892	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Total Revenues	\$ 56,892	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Expenditures by Category	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Personnel	\$ -	\$ 89,216	\$ 97,490	\$ -	\$ -	\$ 97,490	9.3%
Operations & Maintenance	7,314	5,000	5,000	30,000	-	35,000	600.0%
Charges for Services	2,688	-	-	-	-	-	0.0%
Capital	60,000	-	-	-	-	-	0.0%
Total Expenditures	\$ 70,002	\$ 94,216	\$ 102,490	\$ 30,000	\$ -	\$ 132,490	40.6%



Office of Cultural Affairs - Business Case Requests

<i>Department - Division</i>	<i>Description</i>	<i>Priority</i>	<i>One-Time</i>	<i>Ongoing</i>	<i>FTE</i>	<i>Total</i>
Office of Cultural Affairs	Artfully Adams, SCFD Ceremony	2	-	10,000	-	10,000
Office of Cultural Affairs	Transformer Cabinet Murals	3	20,000	-	-	20,000
Total - General Fund (00001)			\$ 20,000	\$ 10,000	-	\$ 30,000



Office of Cultural Affairs - CIP Requests

No requested CIP for 2017



Office of Cultural Affairs FTE Summary & 2017 Requests

FTE Snapshot

Full-time Equivalent Positions (FTEs)	2014 Authorized	2015 Authorized	2016 Authorized	2016 Adj +/-	2017 2017 Req	2017 Preliminary
Office of Cultural Affairs	0.00	0.00	1.00	0.00	0.00	1.00
TOTAL FTEs	3.00	3.00	3.00	3.00	3.00	3.00

Positions Added Mid-2016

- No positions added in 2016

New FTEs requested for 2017

- No requested FTEs

Vacant Positions

- No vacant positions





2017 Budget Analysis

Customer Experience Department





Customer Experience Department Summary

- **Purpose Statement:** To create a consistently great customer experience for Adams County customers that fosters loyalty and trust. Customer Experience Operations will work collaboratively to deploy value-added experiences, utilizing the strengths of our people, systems and improved processes.
- **Primary Services of the Customer Experience Department:** Customer experience strategy development, implementation of training and improvement programs, gauging internal and external customer satisfaction, includes internal service departments, alignment between employee experience and customer experience. Includes: Front Desk, Couriers, Dock, Conference Center and Manager.



Customer Experience - Budget Summary by Fund

Customer Experience Budget by Fund							
Revenues by Fund	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
General Fund	\$ 117,086	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ 100,000	0.0%
Total Revenues	\$ 117,086	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ 100,000	0.0%
Expenditures by Fund	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
General Fund	\$ 494,219	\$ 662,441	\$ 674,381	\$ 10,875	\$ -	\$ 685,256	3.4%
Total Expenditures	\$ 494,219	\$ 662,441	\$ 674,381	\$ 10,875	\$ -	\$ 685,256	3.4%



Customer Experience - Budget Summary by Category

Customer Experience Budget by Category							
Revenues by Category	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Miscellaneous	\$ 117,086	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ 100,000	0.0%
Total Revenues	\$ 117,086	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ 100,000	0.0%
Expenditures by Category	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Personnel	\$ 395,606	\$ 531,390	\$ 547,656	\$ 8,275	\$ -	\$ 555,931	4.6%
Operations & Maintenance	9,812	5,000	4,700	-	-	4,700	-6.0%
Charges for Services	205,886	236,051	222,025	2,600	-	224,625	-4.8%
Total Expenditures	\$ 611,304	\$ 772,441	\$ 774,381	\$ 10,875	\$ -	\$ 785,256	1.7%



Customer Experience - Business Case Requests

<i>Department - Division</i>		<i>Description</i>	<i>Priority</i>	<i>One-Time</i>	<i>Ongoing</i>	<i>FTE</i>	<i>Total</i>
Customer Experience Operations		Temporary Labor	1	-	9,575	-	9,575
Customer Experience Operations		Cell Phone Stipend	3	-	1,300	-	1,300
Total - General Fund (00001)				\$ -	\$ 10,875	-	\$ 10,875



Customer Experience - CIP Requests

No CIP Requests for 2017



Customer Experience FTE Summary & 2017 Requests

FTE Snapshot

Full-time Equivalent Positions (FTEs)	2014 Authorized	2015 Authorized	2016 Authorized	2016 Adj +/-	2017 2017 Req	2017 Preliminary
Customer Experience Operations	7.00	8.00	8.00	0.00	0.00	8.00
TOTAL FTEs	7.00	8.00	8.00	0.00	0.00	8.00

Positions Added Mid-2016

- No positions added in 2016

New FTEs requested for 2017

- No positions requested in 2017

Vacant Positions

- No vacant positions





2017 Budget Analysis Facility Planning & Operations





Facility Planning & Operations - Department Summary

- Purpose Statement – We are committed to supporting our customers, elected officials and staff, by delivering high quality services and providing safe, clean, functional, and well maintained facilities. Through managing resources responsibly and efficiently, and with accountability, we strive to create inviting facilities for our customers and staff.



Facility Planning & Operations – Budget by Fund

Facilities Budget Summary by Fund							
Revenues by Fund	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
General Fund	\$ 41,046	\$ -	\$ -	\$ -	\$ -	\$ -	1.2%
Capital Facilities	103,646,939	27,941,224	18,637,622			18,637,622	-33.3%
Total Revenues	\$ 103,687,985	\$ 27,941,224	\$ 18,687,622	\$ -	\$ 50,000	\$ 18,687,622	-33.1%
Expenditures by Fund	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
General Fund	\$ 9,856,556	\$ 13,795,399	\$ 11,878,110	\$ 58,859	\$ 2,028,000	\$ 13,964,969	1.2%
Capital Facilities	16,487,431	29,213,548	15,195,000	1,738,925	20,000,000	36,933,925	26.4%
Golf Course Fund Facilities			50,000		50,000	50,000	
Total Expenditures	\$ 26,343,987	\$ 43,008,947	\$ 27,123,110	\$ 1,797,784	\$ 22,078,000	\$ 50,948,894	18.5%

Facility Planning & Operations – Budget by Category

Facilities Budget Summary by Category							
Revenues by Category	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Taxes	\$ 17,896,382	\$ 17,921,224	\$ 18,637,622	\$ -	\$ -	\$ 18,637,622	4.0%
Intergovernmental	-	-	-	-	-	-	
Charges for Services	-	-	-	-	-	-	
Investment Income	31,441	20,000	-	-	-	-	-100.0%
Miscellaneous	274,571	10,000,000	-	-	-	-	-100.0%
Other Finance Sources	85,485,591	-	-	-	-	-	
Total Revenues	\$ 103,687,985	\$ 27,941,224	\$ 18,637,622	\$ -	\$ -	\$ 18,637,622	-33.3%
Expenditures by Category	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Personnel	\$ 3,214,772	\$ 3,543,708	\$ 3,763,597	\$ 58,859	\$ -	\$ 3,822,456	7.9%
Operations & Maintenance	889,970	1,293,347	983,676	51,000	-	1,034,676	-20.0%
Charges for Services	6,113,057	7,968,676	7,130,837	1,687,925	-	8,818,762	10.7%
Governmental Services	-	-	-	-	-	-	
Capital	3,768,453	15,188,650	-	-	22,078,000	22,078,000	45.4%
Other Finance Uses	12,357,734	-	1,100,000	-	-	1,100,000	
Total Expenditures	\$ 26,343,987	\$ 43,008,947	\$ 27,073,110	\$ 1,797,784	\$ 22,078,000	\$ 50,948,894	18.5%

Facility Planning & Operations - Business Case Requests

Description	Priority	One-Time	Ongoing	FTE	Total
Storm Water Control	2	\$ 30,000	\$ -		\$ 30,000
Re-finish Judges Benches Ph1	1	-	180,000		180,000
Fleet Room Mezzanine System	4	40,000	-		40,000
Maintenance Storage Units	3	10,000	-		10,000
Appliance Replacement	4	35,000	-		35,000
South elevator room HVAC	2	6,000	-		6,000
Building Maintenance Tech I		-	58,859	1.0	58,859
Conference room blinds	2	7,000	-		7,000
Exterior glass- SHQ/COR	1	5,000	-		5,000
Skylight panels at SHQ/COR	1	8,500	-		8,500
SHQ-Lawn edging replacement	1	6,500	-		6,500
Tree Replacement	2	15,000	-		15,000
PWT-Medical, Booking	1	105,000	-		105,000
Ground shop sand/oil separator	2	25,000	-		25,000
DF-Fire sprinkler system	1	21,500	-		21,500
Roof pipe insulation replcmnt	1	25,000	-		25,000
Exterior stucco repairs	2	-	20,000		20,000
Gutter repairs	1	65,000	-		65,000
Engineering costs A-E showers	1	25,000	-		25,000
DF- tree replacement	1	25,000	-		25,000
Kitchen scrap screen install	1	25,000	-		25,000
A-E Roof coating	1	550,000	-		550,000
VAV re-heat valves	1	15,225	-		15,225
DF- Painting	1	52,700	-		52,700
Coroner's Autopsy, sally port	1	19,500	-		19,500
DF-Site caulking	1	72,000	-		72,000
DF- transport, main entry	1	150,000	-		150,000
Insulation replacement	2	100,000			100,000
Utility Location Survey	2	100,000			100,000
Total Facilities Business Case Requests		\$ 1,538,925	\$ 258,859	1.0	\$ 1,797,784

Facility Planning & Operations - CIP Requests

Description	Priority	2017	2018	2019	2020	2021	Total
Bioswale In Employee Parking	2	\$ 125,000	\$ -	\$ -	\$ -	\$ -	\$ 125,000
Maintenance Shop Mezzanine	4	60,000	-	-	-	-	60,000
John Deere 6155M Cab Tractor \$	3	145,000	-	-	-	-	145,000
Cooling tower for data center	3	300,000	-	-	-	-	300,000
SHQ/COR office carpet	1	155,000	-	-	-	-	155,000
John Deere Tractor-Mowers	1	58,000	-	-	-	-	58,000
Genie S60 boom lift	2	-	52,000	-	-	-	52,000
DF-IT data aire unit	1	-	85,000	-	-	-	85,000
A warehouse RTU	1	-	-	125,000	-	-	125,000
A mechanical room water heater	1	-	165,000	-	-	-	165,000
B mechanical room water heater	1	-	-	165,000	-	-	165,000
D water heater replacement	1	-	-	-	-	165,000	165,000
A module sink/shower PWT	2	-	-	395,000	-	-	395,000
B module sink/shower PWT	2	-	-	-	395,000	-	395,000
Waymire Dome Floor	2	110,000	-	-	-	-	110,000
Sale Barn Ventilation	2	75,000	-	-	-	-	75,000
New Indoor Arena	1	1,000,000	-	-	-	-	1,000,000
New Indoor Arena	1	-	9,000,000	-	-	-	9,000,000
Total General Fund Facilities CIP Requests		\$ 2,028,000	\$ 9,302,000	\$ 685,000	\$ 395,000	\$ 165,000	\$ 12,575,000

Facility Planning & Operations - CIP Requests

Description	Priority	2017	2018	2019	2020	2021	Total
New Animal Shelter	1	\$ 14,000,000	\$ -	\$ -	\$ -	\$ -	14,000,000
Space Plan at GC	2	350,000	-	-	-	-	350,000
New Fleet Facility	1	-	12,000,000	-	-	-	12,000,000
New Probation Facility	2	-	15,000,000	-	-	-	15,000,000
Comm Corr Construction	1	5,500,000	-	-	-	-	5,500,000
Comm Corr FF&E	1	150,000	-	-	-	-	150,000
Total Capital Facilities CIP Requests		\$ 20,000,000	\$ 27,000,000	\$ -	\$ -	\$ -	\$ 47,000,000



Facility Planning & Operations - CIP Requests

Description	Priority	2017	2018	2019	2020	2021	Total
Carpet Replacement	2	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
Total Golf Course Fund Facilities CIP Requests		\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000



Facility Planning & Operations- FTE Summary & 2017 Request

Full-time Equivalent Positions (FTEs)	2014 Authorized	2015 Authorized	2016 Authorized	***2016 +/-	2016 YTD	2017 +/-	2017 Proposed
Facility Planning & Operations	52.00	51.00	51.00	2.00	53.00	1.00	54.00
Total Authorized Positions	52.00	51.00	51.00	2.00	53.00	1.00	54.00

Positions Added Mid-2015

PJF – Facility Operations Project Manager for Human Services Bldg.

New FTEs requested for 2017

3.0 – Proposed 3rd Amendment Building Maintenance Tech II – HSC Operations

1.0 – Building Maintenance Tech I – Government Center

Positions Vacant – 8/18/16

1.0 Facility Operations & Planning Director

1.0 Building Maintenance Tech II

1.0 Environmental Services Lead Tech

2.0 Environmental Services Tech

1.0 Building Maintenance Tech II – Over Hire



2017 Budget Analysis

Adams County Finance





Finance's Office Department Summary

Finance & Accounting Purpose Statement:

To provide transparent and accountable information and support to the county with excellent customer service that is useful, timely, accurate and presented in a professional manner.

Purchasing Division Purpose Statement:

Adams County Purchasing Division is dedicated to the procurement and contracting of all products, equipment, and services at the best value within and environment of fair and open competition.



Finance - Budget Summary by Fund

Finance Budget Summary by Fund							
Revenues by Fund	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
General Fund	\$ 320,812	\$ 102,000	\$ 104,000	\$ -	\$ -	\$ 104,000	2.0%
Total Revenues	\$ 320,812	\$ 102,000	\$ 104,000	\$ -	\$ -	\$ 104,000	2.0%
Expenditures by Fund	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
General Fund	\$ 2,399,268	\$ 2,750,717	\$ 2,459,470	\$ 189,950	\$ -	\$ 2,649,420	-3.7%
Total Expenditures	\$ 2,399,268	\$ 2,750,717	\$ 2,459,470	\$ 189,950	\$ -	\$ 2,649,420	-3.7%

Finance - Budget Summary by Category

Finance Budget Summary by Category							
Revenues by Category	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Charges for Services	\$ 218,958	\$ -	\$ -	\$ -	\$ -	\$ -	
Miscellaneous	101,854	102,000	104,000	-	-	104,000	2.0%
Total Revenues	\$ 320,812	\$ 102,000	\$ 104,000	\$ -	\$ -	\$ 104,000	2.0%
Expenditures by Category	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Personnel	\$ 2,087,419	\$ 2,362,127	\$ 2,261,165	\$ 184,550	\$ -	\$ 2,445,715	3.5%
Operations & Maintenance	60,279	67,250	68,250	2,400	-	70,650	5.1%
Charges for Services	251,571	321,340	130,055	3,000	-	133,055	-58.6%
Total Expenditures	\$ 2,399,268	\$ 2,750,717	\$ 2,459,470	\$ 189,950	\$ -	\$ 2,649,420	-3.7%

Finance - Budget Summary by Division

Finance Summary by Division							
Revenues by Division	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Administration	\$ 320,812	\$ 102,000	\$ 104,000	\$ -	\$ -	\$ 104,000	2.0%
General Accounting	-	-	-	-	-	-	
Purchasing	-	-	-	-	-	-	
Total Revenues	\$ 320,812	\$ 102,000	\$ 104,000	\$ -	\$ -	\$ 104,000	2.0%
Expenditures by Division	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Administration	\$ 1,092,647	\$ 1,222,545	\$ 836,113	\$ 94,952	\$ -	\$ 931,065	-23.8%
General Accounting	687,793	822,932	830,026	94,999	-	925,025	12.4%
Purchasing	618,827	705,240	793,330	-	-	793,330	12.5%
Total Expenditures	\$ 2,399,268	\$ 2,750,717	\$ 2,459,470	\$ 189,950	\$ -	\$ 2,649,420	-3.7%



Finance - Business Case Requests

<i>Request</i>	<i>Priority</i>	<i>Amount</i>	<i>Type</i>
Motivational Training	1	\$ 3,000	One-Time
Items related to Grants FTE	2	\$ 1,200	One-Time
Item for Sr Accountant	2	\$ 1,200	One-Time
Total Business Case Requests-General Fund		\$ 5,400	



Finance - CIP Requests

Finance does not have any CIP requests for 2017



Finance - FTE Snapshot & 2017 Requests

FTE Snapshot

Full-time Equivalent Positions (FTEs)	2014 Authorized	2015 Authorized	2016 Authorized	2017 2017 Req	2017 Preliminary
Administration	8.00	8.00	6.00	1.00	7.00
Purchasing	7.00	7.00	8.00	0.00	8.00
General Accounting	9.00	10.00	10.00	1.00	11.00
TOTAL FTEs	24.00	25.00	24.00	2.00	26.00

* A portion of Human Services Finance personnel reports directly to Finance Director but the FTE count is captured under Human Services

Positions Added Mid-2016

- Purchasing Agent II – Project Designated position

New FTEs requested for 2017

- 1.0 FTE Grant Compliance Supervisor (\$90,751 w/ benefits)
- 1.0 FTE Sr. Accountant (\$93,799 w/ benefits)

Vacant Positions as of 8/8/16

- Accounting Supervisor



2017 Budget Analysis

Fleet Management





Fleet Management - Department Summary

- Purpose Statement: Adams County Fleet Management provides a comprehensive vehicle management program, following the guidelines of the Sustainable Adams 2030 Plan. We strategically acquire, maintain and dispose of county vehicles, while providing efficient fleet operations and a high level of customer service. Transparency and accountability supported by a dedicated and certified fleet staff, assure safe and reliable vehicles for Adams County employees.

Fleet Management - Budget Summary by Fund

Fleet Management Budget by Fund							
Revenues by Fund	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Fleet Fund	\$ 6,432,011	\$ 9,531,448	\$ 7,001,395	\$ -	\$ -	\$ 7,001,395	-26.5%
Total Revenues	\$ 6,432,011	\$ 9,531,448	\$ 7,001,395	\$ -	\$ -	\$ 7,001,395	-26.5%
Expenditures by Fund	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Fleet Fund	\$ 5,744,137	\$ 11,002,066	\$ 4,530,268	\$ -	\$ 5,172,500	\$ 9,702,768	-11.8%
Total Expenditures	\$ 5,744,137	\$ 11,002,066	\$ 4,530,268	\$ -	\$ 5,172,500	\$ 9,702,768	-11.8%

Fleet Management – Budget Summary by Category

Fleet Management Budget by Category							
Revenues by Category	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Miscellaneous	\$ 6,268,051	\$ 9,256,448	\$ 6,751,395	\$ -	\$ -	\$ 6,751,395	-27.1%
Gain/(Loss) on Sale of Assets	163,960	275,000	250,000	-	-	250,000	-9.1%
Total Revenues	\$ 6,432,011	\$ 9,531,448	\$ 7,001,395	\$ -	\$ -	\$ 7,001,395	-26.5%
Expenditures by Category	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Personnel	\$ 1,359,489	\$ 1,458,822	\$ 1,534,435	\$ -	\$ -	\$ 1,534,435	5.2%
Operations & Maintenance	1,853,516	2,805,000	2,730,584	-	-	2,730,584	-2.7%
Charges for Services	2,531,132	291,244	265,249	-	-	265,249	-8.9%
Capital		6,447,000	-	-	5,172,500	5,172,500	-19.8%
Total Expenditures	\$ 5,744,137	\$ 11,002,066	\$ 4,530,268	\$ -	\$ 5,172,500	\$ 9,702,768	-11.8%



Fleet Management – Business Case Request

No Business Cases Requested for 2017



Fleet Management – CIP Requests

Please refer to attached CIP Request Report



Fleet Management - FTE Snapshot & 2017 Requests

Full-time Equivalent Positions (FTEs)	2014 Authorized	2015 Authorized	2016 Authorized	2016 Adj +/-	2016 6/30/16	2017 2017 Req	2017 Preliminary
Fleet Management Fund	16.00	16.00	16.00	0.00	16.00	0.00	16.00
TOTAL FTEs	16.00	16.00	16.00	0.00	16.00	0.00	16.00

No New FTE Requests for 2017



Fleet Management - Conclusion

- Adams County is working toward consolidating all vehicles and heavy equipment into the Fleet Fund. This will allow Depreciation and O&M charges to be collected when a new vehicle/heavy equipment is put into use after the initial purchase.



2017 Budget Analysis

Front Range Airport





Front Range Airport Summary

- Purpose Statement: Front Range Airport offers outstanding aircraft services, business and hangar development opportunities, and easy access to the Denver Metropolitan Area and DIA. Our goal through this website is to provide you with the information, phone numbers and links you need to help make your stay on the Front Range more enjoyable.

Front Range Airport - Budget Summary by Fund

Front Range Airport Budget by Fund							
Revenues by Fund	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Airport Fund	\$ 2,818,546	\$ 2,601,682	\$ 3,213,830	\$ -	\$ -	\$ 3,213,830	23.5%
Waste Water Treatment Fund	325,389	350,252	346,752	-	-	346,752	-1.0%
Total Revenues	\$ 3,143,935	\$ 2,951,934	\$ 3,560,582	\$ -	\$ -	\$ 3,560,582	20.6%
Expenditures by Fund	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Airport Fund	\$ 4,045,423	\$ 2,925,172	\$ 2,969,524	\$ -	\$ 620,000	\$ 3,589,524	22.7%
Waste Water Treatment Fund	173,637	338,365	138,525	-	-	138,525	-59.1%
Total Expenditures	\$ 4,219,060	\$ 3,263,537	\$ 3,108,049	\$ -	\$ 620,000	\$ 3,728,049	14.2%

Front Range Airport - Budget Summary by Category

Front Range Airport Budget by Category							
Revenues by Category	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Intergovernmental	\$ 15,152	\$ -	\$ 550,000	\$ -	\$ -	\$ 550,000	100.0%
Charges for Services	2,239,695	2,117,182	2,275,830	-	-	2,275,830	7.5%
Miscellaneous	24,963	5,000	5,000	-	-	5,000	0.0%
Other Finance Sources	864,125	829,752	729,752	-	-	729,752	-12.1%
Total Revenues	\$ 3,143,935	\$ 2,951,934	\$ 3,560,582	\$ -	\$ -	\$ 3,560,582	20.6%
Expenditures by Category	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Personnel	\$ 1,052,701	\$ 1,122,193	\$ 1,224,969	\$ -	\$ -	\$ 1,224,969	9.2%
Operations & Maintenance	846,410	944,318	1,145,581	-	-	1,145,581	21.3%
Charges for Services	2,304,472	866,011	737,499	-	-	737,499	-14.8%
Debt	15,477	211,015	-	-	-	-	-100.0%
Capital	-	120,000	-	-	620,000	620,000	416.7%
Total Expenditures	\$ 4,219,060	\$ 3,263,537	\$ 3,108,049	\$ -	\$ 620,000	\$ 3,728,049	14.2%



Front Range Airport - Business Case Requests

No requested Business Cases



Front Range Airport - CIP Requests

<i>Department - Division</i>	<i>Description</i>	<i>Priority</i>	<i>2017</i>	<i>2018</i>	<i>2019</i>	<i>2020</i>	<i>2021</i>	<i>Total</i>
Airport Operations/Maintenance	Purchase snow removal truck	1	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000
Airport Operations/Maintenance	Construct T-hangars	2	600,000	-	-	-	-	600,000
Total - Front Range Airport Fund (00043)			\$ 620,000	\$ -	\$ -	\$ -	\$ -	\$ 620,000



Front Range Airport - FTE Snapshot & 2017 Requests

Full-time Equivalent Positions (FTEs)	2014 Authorized	2015 Authorized	2016 Authorized	2016 Adj +/-	2016 6/30/16	2017 2017 Req	2017 Preliminary
Front Range Airport	18.50	18.50	18.50	0.00	18.50	0.00	18.50
TOTAL FTEs	18.50	18.50	18.50	18.50	18.50	0.00	18.50

No new FTE requests for 2017

Vacant FTEs:

- Shuttle Driver/Custodian 1.0 FTE
- Line Service Technician 1.0 FTE
- Customer Service Representative .50 FTE



Front Range Airport - Conclusion

- General Fund transfer to Front Range Airport Fund – \$400,000 included for 2017.
- Spaceport update.
- General Fund transfer to Water and Wastewater Treatment Plant Fund – \$329,752 included for 2017. Loan repayment for Water and Wastewater Treatment Plant ends in 2016.



2016 Budget Analysis

Human Resources





Human Resources - Department Summary

- **Purpose Statement:** To responsibly serve the community with integrity and innovation. It is our vision that we provide our community a safe, healthy environment in which to work, raise their families and build their businesses. We are committed to hiring people who value a positive work environment, servant leadership, teamwork, transparency, and credibility.



Human Resources - Department Summary

- Human Resources General Fund has two business units
 - Human Resources Admin
 - HR – Social Services
- Insurance Fund has 11 business units
 - HR – Risk Management
 - Insurance – Property/Casualty
 - Insurance – UCH POS Medical
 - Insurance – UCH EPO Medical
 - Insurance – Delta Dental
 - Insurance – UHC Retiree Medical
 - Insurance – Unemployment Claims
 - Underground Storage Tank Liab.
 - IBNR
 - Insurance Benefits and Wellness

Human Resources - Budget Summary by Fund

Human Resources Budget Summary by Fund				
Revenues by Fund	2014 Actual	2015 Amended Budget	2016 Proposed	% Change
General Fund	\$ 349,918	\$ 393,287	\$ 393,287	0.0%
Insurance Fund	\$ 17,229,046	\$ 20,273,442	\$ 20,471,261	1.0%
Total Revenues	\$ 17,578,964	\$ 20,666,729	\$ 20,864,548	1.0%
Expenditures by Fund	2014 Actual	2015 Amended Budget	2016 Proposed	% Change
General Fund	\$ 1,648,433	\$ 1,916,501	\$ 2,040,466	6.5%
Insurance Fund	\$ 19,596,233	\$ 20,913,314	\$ 21,118,771	1.0%
Total Expenditures	\$ 21,244,666	\$ 22,829,815	\$ 23,159,237	1.4%

Human Resources - Budget Summary by Category

Human Resources Budget Summary by Category				
Revenues by Category	2014 Actual	2015 Amended Budget	2016 Proposed	% Change
Charges for Services	\$ 17,578,964	\$ 20,666,729	\$ 20,864,548	1.0%
Miscellaneous	\$ 12,229	\$ -	\$ -	0.0%
Total Revenues	\$ 17,591,193	\$ 20,666,729	\$ 20,864,548	1.0%
Expenditures by Category	2014 Actual	2015 Amended Budget	2016 Proposed	% Change
Personnel	\$ 1,505,888	\$ 1,665,726	\$ 1,845,879	10.8%
Operations & Maintenance	\$ 53,064	\$ 128,857	\$ 161,399	25.3%
Charges for Services	\$ 19,685,713	\$ 21,035,232	\$ 21,151,959	0.6%
Total Expenditures	\$ 21,244,665	\$ 22,829,815	\$ 23,159,237	1.4%



Human Resources – Business Case Request

Request	Priority	Amount	Type
Employee Self Service Project	1	6,000	One-Time
LMS, Comp & 360 Implementation	1	30,000	One-Time
Performance Mgmt annual fee	1	66,800	On-Going
Bring Your Child to Work Day	1	2,000	On-Going
Total Business Case Requests		\$ 104,800	



Human Resources – CIP Request

- No CIP Requests



Human Resources - FTE Snapshot & 2016 Requests

FTE Snapshot

Full-time Equivalent Positions (FTEs)	2013 Authorized	2014 Authorized	2015 Authorized
Human Resources	13.0	13.0	14.0
Insurance Claims & Reserve Fund	3.75	4.0	4.0
Total Authorized Positions	16.75	17.0	18.0

New FTEs requested for 2016

- 1.0 FTE Health Coach-Wellness Program

Vacant Position 8/20/15

- 1.0 FTE JDE Application Specialist



Human Resources - Conclusion

- Working on methodology to allocate Benefits Administration and Risk Management costs across funds (based on number of FTE by fund)
- Reviewing current methodology of allocating Workers' Compensation charges across departments/funds
- Historically \$40k has been budgeted for underground storage tanks at Front Range Airport; however this can be reduced to \$0 because it is covered through insurance.
- More detailed pay plan and benefits discussion occurring late August/Early September



2017 Budget Analysis

Adams County Human Services





Human Services Summary

Human Services encompasses five areas:

- Child Welfare (Social Services)
- Community Support Services (Social Services)
- Head Start
- Workforce & Business Center
- Veterans Service Office

Human Services- Budget Summary by Fund

Human Services Budget Summary by Fund							
Revenues by Fund	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
General Fund	\$ 447,161	\$ 572,362	\$ 572,362	\$ -	\$ -	\$ 572,362	0.0%
Social Services	93,835,608	101,987,890	105,962,624	-	-	105,962,624	3.9%
Headstart Fund	4,416,876	4,889,534	4,894,757	-	-	4,894,757	0.1%
Community Services Block Grant Fund	248,404	827,260	522,244	-	-	522,244	-36.9%
Workforce & Business Center Fund	5,322,113	7,229,775	8,599,752	-	-	8,599,752	18.9%
Total Revenues	\$ 104,270,161	\$ 115,506,821	\$ 120,551,739	\$ -	\$ -	\$ 120,551,739	4.4%
Expenditures by Fund	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
General Fund	\$ 581,221	\$ 780,826	\$ 730,983	\$ 2,000	\$ -	\$ 732,983	-6.1%
Social Services	94,982,026	102,341,856	103,817,456	3,475,188	-	107,292,644	4.8%
Headstart Fund	4,347,953	4,966,170	5,081,331	-	-	5,081,331	2.3%
Community Services Block Grant Fund	474,767	438,071	370,599	104,825	-	475,424	8.5%
Workforce & Business Center Fund	5,473,691	7,254,499	8,528,060	-	-	8,528,060	17.6%
Total Expenditures	\$ 105,859,658	\$ 115,781,422	\$ 118,528,429	\$ 3,582,013	\$ -	\$ 122,110,442	5.5%

Human Services - Budget Summary by Category

Human Services Budget Summary by Category							
Revenues by Category	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Taxes	\$ 10,909,697	\$ 12,320,874	\$ 12,567,291	\$ -	\$ -	\$ 12,567,291	2.0%
Intergovernmental	93,332,263	103,185,947	107,984,448	-	-	107,984,448	4.7%
Miscellaneous	28,201	-	-	-	-	-	
Total Revenues	\$ 104,270,161	\$ 115,506,821	\$ 120,551,739	\$ -	\$ -	\$ 120,551,739	4.4%
Expenditures by Category	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Personnel	\$ 43,437,292	\$ 48,518,510	\$ 52,393,354	\$ 62,050	\$ -	\$ 52,455,404	8.1%
Operations & Maintenance	1,982,747	2,539,810	2,870,971	2,000	-	2,872,971	13.1%
Charges for Services	60,067,981	62,619,676	61,309,316	3,413,138	-	64,722,454	3.4%
Governmental Services	315,417	2,073,426	1,938,252	104,825	-	2,043,077	-1.5%
Capital	56,221	30,000	16,537	-	-	16,537	-44.9%
Total Expenditures	\$ 105,859,658	\$ 115,781,422	\$ 118,528,429	\$ 3,582,013	\$ -	\$ 122,110,442	5.5%

Human Services - Budget Summary by Division

Human Services Summary by Division							
Revenues by Division	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Human Services	\$ 10,883,700	\$ 101,987,890	\$ 105,962,624	\$ -	\$ -	\$ 105,962,624	3.9%
Head Start Fund	4,416,876	4,889,534	4,894,757	-	-	4,894,757	0.1%
Community Services Fund	248,404	827,260	522,244	-	-	522,244	-36.9%
Workforce and Business Center	5,322,113	7,229,775	8,599,752	-	-	8,599,752	18.9%
Community Transit	437,045	555,802	555,802	-	-	555,802	0.0%
Veterans Service Office	10,116	16,560	16,560	-	-	16,560	0.0%
HS Child Welfare	33,076,091	-	-	-	-	-	
HS Self Sufficiency	49,875,145	-	-	-	-	-	
Human Services Business Office	4,338	-	-	-	-	-	
HS IT and Mail	(2,509)	-	-	-	-	-	
HS Investigation and Recovery	(1,158)	-	-	-	-	-	
Total Revenues	\$ 104,270,161	\$ 115,506,821	\$ 120,551,739	\$ -	\$ -	\$ 120,551,739	4.4%

Expenditures by Division	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Human Services	\$ 2,274,867	\$ 4,174,011	\$ (1,815,048)	\$ 3,413,138	\$ -	\$ 1,598,090	-61.7%
Head Start Fund	4,347,953	4,966,170	5,081,331	-	-	5,081,331	2.3%
Community Services Fund	474,767	438,071	370,599	104,825	-	475,424	8.5%
Workforce and Business Center	5,473,691	7,254,499	8,528,060	-	-	8,528,060	17.6%
Community Transit	536,515	644,600	614,600	-	-	614,600	-4.7%
Veterans Service Office	44,706	136,226	116,383	2,000	-	118,383	-13.1%
HS Child Welfare	36,241,815	38,815,672	40,388,893	-	-	40,388,893	4.1%
HS Self Sufficiency	53,309,727	55,808,828	61,417,958	-	-	61,417,958	10.1%
Human Services Business Office	1,214,159	1,364,713	1,428,766	62,050	-	1,490,816	9.2%
HS IT and Mail	1,188,831	1,404,386	1,583,939	-	-	1,583,939	12.8%
HS Investigation and Recovery	752,627	774,246	812,948	-	-	812,948	5.0%
Total Expenditures	\$ 105,859,658	\$ 115,781,422	\$ 118,528,429	\$ 3,582,013	\$ -	\$ 122,110,442	5.5%

Human Services - Business Case Requests

<i>Request</i>	<i>Priority</i>	<i>Amount</i>	<i>Type</i>
2017 Allocation	1	\$ 3,413,138	Ongoing
Total Business Case Requests-Human Services Fund		\$3,413,138	

<i>Request</i>	<i>Priority</i>	<i>Amount</i>	<i>Type</i>
Additional Grants Spending	1	\$ 104,825	Ongoing
Total Business Case Requests-CSBG Fund		\$ 104,825	

<i>Request</i>	<i>Priority</i>	<i>Amount</i>	<i>Type</i>
Mileage Reimbursements	1	\$ 2,000	Ongoing
Total Business Case Requests-General Fund		\$ 2,000	



Human Services - CIP Requests

- There are no CIP requests for 2017

Human Services - FTE Snapshot & 2017 Requests

FTE Snapshot

Full-time Equivalent Positions (FTEs)	2014 Authorized	2015 Authorized	2016 Authorized	2016 Adj +/-	2016 6/30/16	2017 2017 Req	2017 Preliminary
Veterans Service Office	1.00	1.00	2.00	0.00	2.00	0.00	2.00
Human Services	542.50	544.50	575.50	25.00	600.50	1.00	601.50
Community Services Block Grant	4.00	5.00	5.00	0.00	5.00	0.00	5.00
Head Start	71.00	71.00	78.25	0.00	78.25	0.00	78.25
Workforce & Business Center	64.50	64.50	64.50	0.00	64.50	0.00	64.50
TOTAL FTEs	683.00	686.00	725.25	25.00	750.25	1.00	751.25

Positions Added Mid-2016

25 positions as of 08/23/2016

New FTEs requested for 2017

1.0 FTE Federal Funding Specialist (Human Services Business Office)

Human Services – Vacant Position Summary

Vacant Positions as of 8/08/16 – Total of 65.75

Division	Position Title	FTE
Headstart	Assistant Teacher-10 mo	1
Headstart	Classroom Aide-RP3-10 mo	3
Headstart	Cook Assistant-RP3	0.75
Headstart	Family Services Specialist II	1
Headstart	Fiscal Grants Analyst II	1
Headstart	Teacher I	1
Headstart	Teacher I 10 mo	1
WBC	Administrative Assistant	1
WBC	Adult Enrollment Specialist	1
WBC	Career Center Specialist I	1
WBC	Career Center Specialist II	5
WBC	CSBG Specialist	1
WBC	WBC Trainer	1

Division	Position Title	FTE
Human Services	Accounting Supervisor	1
Human Services	Case Manager	1
Human Services	Case Services Aide IV	2
Human Services	Case Services Aide IV-Screener	1
Human Services	Comm Supp Spec II-Over Hire	1
Human Services	Community Support Spec I	3
Human Services	Community Support Spec II	8
Human Services	Disability Prgm Navigator-TANF	1
Human Services	Eligibility Navigator	2
Human Services	Legal Technician Specialist	2
Human Services	PSSF-Fam Adv-Adpt Sprt Rcrtmnt	0.5
Human Services	PSSF-Fam Adv-Dil-Srch-Inv	0.5
Human Services	SCW III-Over Hire	1
Human Services	Social Caseworker III	13
Human Services	Social Caseworker IV	5
Human Services	Social Caseworker IV-FES	1
Human Services	Sr Administrative Clerk	1
Human Services	Support Specialist	1
Human Services	Unit Supervisor-CFC	2



Conclusion

Fund 15 Social Services is budgeted to use \$1.33M of fund balance in 2017.

Business Case of \$3.4M for Social Services reflects increased federal & state allocation amount for 2017.

Costs increases/decreases associated with new HSB building are not factored into 2017 budget.



2017 Budget Analysis

Information Technology





Information Technology Department Summary

- Purpose Statement: To provide transparent and accountable information and support to the county with excellent customer service that is useful, timely, accurate, and presented in a friendly manner.
- The Information Technology Department has five divisions:
 1. Administration
 2. Application Services/Projects
 3. GIS
 4. Help Desk & Servers
 5. Network/Telecom

Information Technology - Budget Summary by Fund

Information Technology Services Budget by Fund							
Revenues by Fund	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
General Fund	\$ 86,969	\$ 85,000	\$ 60,924	\$ -	\$ -	\$ 60,924	-28.3%
Total Revenues	\$ 86,969	\$ 85,000	\$ 60,924	\$ -	\$ -	\$ 60,924	-28.3%
Expenditures by Fund	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
General Fund	\$ 5,316,584	\$ 6,574,029	\$ 6,273,434	\$ 663,793	\$ 1,723,617	\$ 8,660,844	31.7%
Total Expenditures	\$ 5,316,584	\$ 6,574,029	\$ 6,273,434	\$ 663,793	\$ 1,723,617	\$ 8,660,844	31.7%



Information Technology - Budget Summary by Category

Information Technology Services Budget by Category							
Revenues by Category	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Miscellaneous	\$ 86,969	\$ 85,000	\$ 60,924	\$ -	\$ -	\$ 60,924	-28.3%
Total Revenues	\$ 86,969	\$ 85,000	\$ 60,924	\$ -	\$ -	\$ 60,924	-28.3%
Expenditures by Category	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Personnel	\$ 2,645,029	\$ 2,961,523	\$ 3,057,239	\$ 367,794	\$ -	\$ 3,425,033	15.7%
Operations & Maintenance	377,065	372,875	1,112,703	20,000	-	1,132,703	203.8%
Charges for Services	1,835,596	2,463,631	2,086,491	293,000	-	2,379,491	-3.4%
Capital	458,894	776,000	-	-	1,723,617	1,723,617	122.1%
Total Expenditures	\$ 5,316,584	\$ 6,574,029	\$ 6,256,433	\$ 680,794	\$ 1,723,617	\$ 8,660,844	31.7%

Information Technology - Budget Summary by Division

Information Technology Services Budget by Division							
Revenues by Division	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Administration	\$ -			\$ -	\$ -	\$ -	0.0%
Application Services/Projects	-			-	-	-	0.0%
GIS	-			-	-	-	0.0%
Help Desk & Servers	-			-	-	-	0.0%
Network/Telecom	86,969	85,000	60,924	-	-	60,924	-28.3%
Total Revenues	\$ 86,969	\$ 85,000	\$ 60,924	\$ -	\$ -	\$ 60,924	-28.3%

Expenditures by Division	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Administration	\$ 417,481	\$ 617,377	\$ 545,933	\$ -	\$ -	\$ 545,933	-11.6%
Application Services/Projects	1,790,528	1,985,175	1,942,913	412,957	-	2,355,870	18.7%
GIS	655,256	817,462	526,101	-	-	526,101	-35.6%
Help Desk & Servers	1,268,598	1,727,235	2,192,500	148,721	923,617	3,264,838	89.0%
Network/Telecom	1,184,721	1,426,780	1,048,986	119,116	800,000	1,968,102	37.9%
Total Expenditures	\$ 5,316,584	\$ 6,574,029	\$ 6,256,433	\$ 680,794	\$ 1,723,617	\$ 8,660,844	31.7%

Information Technology - Business Case Requests

<i>Department - Division</i>	<i>Description</i>	<i>Priority</i>	<i>One-Time</i>	<i>Ongoing</i>	<i>FTE</i>	<i>Total</i>
Help Desk & Servers	Office 356 Training	2	\$ 18,000	\$ -	-	\$ 18,000
Help Desk & Servers	Help Desk Manager		-	130,721	1.00	130,721
Application Services/Projects	Maintenance Contracts Increase	1	-	200,000	-	200,000
Application Services/Projects	Application Consulting	2	75,000	-	-	75,000
Application Services/Projects	Accela Mobile Licenses	3	20,000	-	-	20,000
Application Services/Projects	ERP System Analyst		-	117,957	1.00	117,957
Network/Telecom	Network Administrator		-	119,116	1.00	119,116
Total - General Fund (00001)			\$ 113,000	\$ 567,794	3.00	\$ 680,794

Information Technology - CIP Requests

Description	Priority	2017	2018	2019	2020	2021	Total
Infrastructure	1	\$ 923,617	\$ 416,718	\$ 245,719	\$ 243,720	\$ 149,721	\$ 1,979,495
Fiber Optic Installation	1	550,000	-	-	-	-	550,000
Network & VoIP Projects	1	250,000	-	-	-	-	250,000
Total CIP Requests-Road & Bridge Fund		\$ 1,723,617	\$ 416,718	\$ 245,719	\$ 243,720	\$ 149,721	\$ 2,779,495

Information Technology - FTE Snapshot & 2017 Requests

FTE Snapshot

Full-time Equivalent Positions (FTEs)	2014 Authorized	2015 Authorized	2016 Authorized	2016 Adj +/-	2016 6/30/16	2017 2017 Req	2017 Preliminary
IT Administration	5.00	5.00	5.00	0.00	5.00	0.00	5.00
IT Application Support	10.00	10.00	10.00	0.00	10.00	1.00	11.00
IT GIS	3.00	3.00	3.00	0.00	3.00	0.00	3.00
IT Help Desk & Servers	6.00	6.00	7.00	0.00	7.00	1.00	8.00
IT Network/Telecom	3.00	3.00	4.00	0.00	4.00	1.00	5.00
TOTAL FTEs	27.00	27.00	29.00	0.00	29.00	3.00	32.00

New FTEs requested for 2017

- 1.0 FTE Help Desk Manager-Total Salary & Benefits \$130,720
- 1.0 FTE ERP System Analyst-Total Salary & Benefits \$117,957
- 1.0 FTE Network Administrator III – Total Salary & Benefits \$119,116

Positions Vacant as of 8/8/16:

- 1.0 FTE ERP Development Supervisor
- 1.0 FTE Technical Help Desk Associate I



Information Technology - Conclusion

- An annual replacement plan has been established. This is still being updated and reviewed to meet County expectations.
- A software maintenance and licensing inventory has been created for the 2017 Budget. The Information Technology Department and the Budget Officer are working together to ensure all inventory is captured.
- IT Governance – address ongoing meeting structure.



2017 Budget Analysis

Justice Services





Justice Services Summary

- **Purpose Statement:**
- **Primary Services of the Justice Services:**

Justice Services - Budget Summary by Fund

Justice Services Budget by Fund							
Revenues by Fund	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Expenditures by Fund	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
General Fund	\$ 109,848	\$ 125,842	\$ 136,666	\$ 241,470	\$ -	\$ 378,136	200.5%
Total Expenditures	\$ 109,848	\$ 125,842	\$ 136,666	\$ 241,470	\$ -	\$ 378,136	200.5%

Justice Services - Budget Summary by Category

Justice Services Budget by Category							
Revenues by Category	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Expenditures by Category	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Personnel	\$ 92,043	\$ 97,782	\$ 108,606	\$ 198,970	\$ -	\$ 307,576	214.6%
Operations & Maintenance	14,822	12,100	12,100	-	-	12,100	0.0%
Charges for Services	2,983	15,960	15,960	42,500	-	58,460	266.3%
Total Expenditures	\$ 109,848	\$ 125,842	\$ 136,666	\$ 241,470	\$ -	\$ 378,136	200.5%



Justice Services - Business Case Requests

One-time request of \$42,500 for a Federated Query Portal



Justice Services - CIP Requests

No requested CIP for 2017



Justice Services FTE Summary & 2017 Requests

FTE Snapshot

Full-time Equivalent Positions (FTEs)	2014 Authorized	2015 Authorized	2016 Authorized	2016 Adj +/-	2017 2017 Req	2017 Preliminary
Justice Services	1.50	1.50	1.00	0.00	2.00	3.00
TOTAL FTEs	3.00	3.00	3.00	3.00	3.00	3.00

Positions Added Mid-2016

- No positions added in 2016

New FTEs requested for 2017

- 2 Justice Planners - \$99,485/ea including benefits

Vacant Positions

- No vacant positions



2017 Budget Analysis

Adams County Office of Long-Range Strategic Planning





Office of Long-Range Strategic Planning - Department Summary

- Purpose Statement: The Office of Long Range Strategic Planning shall provide efficient and effective service to the general public through the continuing utilization and active pursuit of the most effective information and problem-solving techniques available to assist county government in its mission, to these ends, the Office will remain abreast of numerous rapidly advancing fields of expertise, maintain a continuous grasp of local and regional trends, development and issues; and utilize this information in the maintenance and modification of the county's comprehensive plan, local-area plans in order to reinforce these plans and government decisions, enhance the resource base for decision-making that maximizes informed and efficient decisions through the development of functional, immediately responsive and broadly accessible information to enhance facilitation of programs, capital and improvements planning in a collaborative manner.



Office of Long-Range Strategic Planning - Budget Summary by Fund

Office of Long Range Strategic Planning Budget Summary by Fund							
Revenues by Fund	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
General Fund	\$ 156,083	\$ 60,200	\$ -	\$ -	\$ -	\$ -	-100.0%
Total Revenues	\$ 156,083	\$ 60,200	\$ -	\$ -	\$ -	\$ -	-100.0%
Expenditures by Fund	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
General Fund	\$ 543,021	\$ 382,202	\$ 468,061	\$ 1,402,490		\$ 1,870,551	389.4%
Total Expenditures	\$ 543,021	\$ 382,202	\$ 468,061	\$ 1,402,490	\$ -	\$ 1,870,551	389.4%





Office of Long-Range Strategic Planning - Budget Summary by Category

Office of Long Range Strategic Planning Budget Summary by Category							
Revenues by Category	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Charges for Services	\$ 86,570	\$ 60,200	\$ -	\$ -	\$ -	\$ -	-100.0%
Miscellaneous	20,643	-	-	-	-	-	
Total Revenues	\$ 156,083	\$ 60,200	\$ -	\$ -	\$ -	\$ -	-100.0%
Expenditures by Category	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Personnel	\$ 442,563	\$ 326,534	\$ 420,934	\$ -	\$ -	\$ 420,934	28.9%
Operations & Maintenance	20,627	29,360	29,360	72,980	-	102,340	248.6%
Charges for Services	79,831	26,308	17,767	1,329,510	-	1,347,277	5021.2%
Total Expenditures	\$ 543,021	\$ 382,202	\$ 468,061	\$ 1,402,490	\$ -	\$ 1,870,551	389.4%



Office of Long-Range Strategic Planning – Business Case Request

Description	Priority	One-Time	Ongoing	FTE	Total
Other Communications	1	\$ -	\$ 900		\$ 900
Folding machine	2	-	6,648		6,648
Color Printer	2	-	3,000		3,000
Color plotter/scanner	1	-	3,042		3,042
Dev. Code Update Consultant	2	50,000	-		50,000
Hazard Mitigation Plan Update	2	75,000	-		75,000
Comp Plan Implementation fund	2	170,000	-		170,000
Neighborhood Toolkit Funding	3	-	50,000		50,000
Comprehensive Plan Update	2	250,000	-		250,000
Federal Blvd. PEL Study	3	500,000	-		500,000
Community Meetings	2	-	6,700		6,700
Translation/Interpretation	1	-	16,000		16,000
Community Tool Kit Trailers	3	-	6,000		6,000
Claim my neighborhood	3	6,500	-		6,500
Meeting Equipment	2	2,180	-		2,180
External Printing	1	-	14,000		14,000
Membership Dues	1	-	2,220		2,220
Education and Training	1	-	7,200		7,200
Travel and Transportation	1	-	13,100		13,100
Complete Streets Standards	2	-	175,000		175,000
Contract Labor	1	45,000	-		45,000
Total LRP Business Case Requests		\$ 1,098,680	\$ 303,810	-	\$ 1,402,490



Office of Long-Range Strategic Planning – CIP Request

No CIP requests



Office of Long-Range Strategic Planning - FTE Snapshot & 2017 Requests

FTE Snapshot

Full-time Equivalent Positions (FTEs)	2014 Authorized	2015 Authorized	2016 Authorized	2016 Adj +/-	2017 Proposed
Long-Range Strategic Planning	4.00	4.00	4.00	0.00	4.00
Total Authorized Positions	4.00	4.00	4.00	0.00	4.00

New FTEs requested for 2017

- No request

Vacant Position

- No vacant positions



2017 Budget Analysis Parks & Open Space





Parks & Open Space - Department Summary

- Purpose Statement:
 - To Enhance the quality of life for residents by providing recreational, educational and cultural opportunities through our system of parks, trails, open spaces, and facilities; and to preserve and protect the natural and cultural resources of the county for present and future generations.
- Parks & Open Space includes the following divisions:
 - Regional Park
 - Open Space & Grant Administration
 - Fair & Special Events
 - CSU Extension
 - Parks, Trails, & Open Space
 - Golf Course

Parks & Open Space - Budget Summary by Fund

Parks & Open Space Budget Summary by Fund							
Revenues by Fund	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
General Fund	\$ 1,034,541	\$ 1,246,210	\$ 1,470,210	\$ -	\$ -	\$ 1,470,210	18.0%
Golf Course	2,989,601	3,046,500	3,083,500	-	-	3,083,500	1.2%
Conservation Trust	678,520	715,661	722,818	-	-	722,818	1.0%
Open Space Projects Fund	1,869,123	869,359	904,111	-	-	904,111	4.0%
Open Space Sales Tax Fund	14,858,207	14,815,010	15,376,038	-	-	15,376,038	3.8%
Total Revenues	\$ 21,429,992	\$ 20,692,740	\$ 21,556,677	\$ -	\$ -	\$ 21,556,677	4.2%
Expenditures by Fund	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
General Fund	\$ 6,459,537	\$ 5,423,331	\$ 5,296,694	\$ 218,300	\$ 60,000	\$ 5,574,994	2.8%
Golf Course	3,475,066	2,666,311	2,370,311	37,298	283,300	2,690,909	0.9%
Conservation Trust	978,729	575,426	447,142	-	43,000	490,142	-14.8%
Open Space Projects Fund	4,729,629	3,112,800	62,800	16,000	11,525,000	11,603,800	272.8%
Open Space Sales Tax Fund	11,384,285	20,257,535	15,767,413	-	-	15,767,413	-22.2%
Total Expenditures	\$ 27,027,246	\$ 32,035,403	\$ 23,944,360	\$ 271,598	\$ 11,911,300	\$ 36,127,258	12.8%

Parks & Open Space - Budget Summary by Category

Parks & Open Space Budget Summary by Category							
Revenues by Category	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Taxes	\$ 14,751,164	\$ 14,785,010	\$ 15,376,038	\$ -	\$ -	\$ 15,376,038	4.0%
Intergovernmental	1,402,682	720,661	727,818	-	-	727,818	1.0%
Charges for Services	3,710,422	3,993,710	4,237,710	-	-	4,237,710	6.1%
Investment Income	108,517	33,000	-	-	-	-	-100.0%
Miscellaneous	446,740	291,000	311,000	-	-	311,000	6.9%
Other Finance Sources	1,010,468	869,359	904,111	-	-	904,111	4.0%
Total Revenues	\$ 21,429,992	\$ 20,692,740	\$ 21,556,677	\$ -	\$ -	\$ 21,556,677	4.2%
Expenditures by Category	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Personnel	\$ 3,191,186	\$ 3,569,094	\$ 3,711,008	\$ 50,400	\$ -	\$ 3,761,408	5.4%
Operations & Maintenance	1,175,099	1,395,617	1,295,687	75,264	-	1,370,951	-1.8%
Charges for Services	4,189,383	3,536,540	3,417,110	145,934	-	3,563,044	0.7%
Governmental Services	10,212,861	19,146,793	14,616,444	-	-	14,616,444	-23.7%
Capital	6,898,972	3,518,000	-	-	11,911,300	11,911,300	238.6%
Other Finance Uses	1,359,745	869,359	904,111	-	-	904,111	4.0%
Total Expenditures	\$ 27,027,246	\$ 32,035,403	\$ 23,944,360	\$ 271,598	\$ 11,911,300	\$ 36,127,258	12.8%

Parks & Open Space - Budget Summary by Division

Parks & Open Space Summary by Division							
Revenues by Division	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Conservation Trust	\$ 678,520	\$ 715,661	\$ 722,818	\$ -	\$ -	\$ 722,818	1.0%
CSU Extension	52,028	53,210	53,210	-	-	53,210	0.0%
Fair & Rodeo	931,149	1,118,000	1,347,000	-	-	1,347,000	20.5%
Golf Course	2,989,601	3,046,500	3,083,500	-	-	3,083,500	1.2%
Open Space & Grants Admin.	14,858,207	14,815,010	15,376,038	-	-	15,376,038	3.8%
Park, Trails and Open Space	1,869,123	869,359	904,111	-	-	904,111	4.0%
Regional Park	51,324	75,000	70,000	-	-	70,000	-6.7%
Soil Conservation	40	-	-	-	-	-	
Total Revenues	\$ 21,429,992	\$ 20,692,740	\$ 21,556,677	\$ -	\$ -	\$ 21,556,677	4.2%
Expenditures by Division	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Conservation Trust	\$ 978,729	\$ 575,426	\$ 447,142	\$ -	\$ 43,000	\$ 490,142	-14.8%
CSU Extension	445,645	566,717	571,560	-	-	571,560	0.9%
Fair & Rodeo	1,236,455	1,484,446	1,316,823	148,400	-	1,465,223	-1.3%
Golf Course	3,475,066	2,666,311	2,370,311	37,298	283,300	2,690,909	0.9%
Open Space & Grants Admin.	11,384,285	20,257,535	15,767,413	-	-	15,767,413	-22.2%
Park, Trails and Open Space	4,729,629	3,112,800	62,800	16,000	11,525,000	11,603,800	272.8%
Regional Park	4,700,995	3,287,652	3,319,743	69,900	60,000	3,449,643	4.9%
Soil Conservation	76,442	84,516	88,568	-	-	88,568	4.8%
Total Expenditures	\$ 27,027,246	\$ 32,035,403	\$ 23,944,360	\$ 271,598	\$ 11,911,300	\$ 36,127,258	12.8%

Parks & Open Space - Business Case Requests

<i>Request</i>	<i>Priority</i>	<i>Amount</i>	<i>Type</i>
Temporary Labor - 2061	1	\$ 3,560	One-Time
Loaner Truck Rental - 2061	1	\$ 1,800	Ongoing
Operating Supplies	3	\$ 22,000	Ongoing
Special Events	2	\$ 49,000	Ongoing
Equipment Rental	5	\$ 9,500	Ongoing
External Printing	4	\$ 14,900	Ongoing
General Fair Expenses	1	\$ 53,000	Ongoing
Volunteer Programs	1	\$ 44,000	Ongoing
Temporary Labor - 5012	1	\$ 5,800	One-Time
Temporary Labor - 5015	1	\$ 4,570	One-Time
Temporary Labor - 5016	1	\$ 7,470	One-Time
Loaner Truck Rental - 5016	1	\$ 2,700	Ongoing
Total Business Case Requests-General Fund		\$ 218,300	

<i>Request</i>	<i>Priority</i>	<i>Amount</i>	<i>Type</i>
Contract Labor Increase	1	\$ 16,748	Ongoing
Contract Labor Increase	1	\$ 20,550	Ongoing
Total Business Case Requests-Golf Course		\$ 37,298	

<i>Request</i>	<i>Priority</i>	<i>Amount</i>	<i>Type</i>
Russian olive removal (2017)	3	\$ 16,000	One-Time
Total Business Case Requests-Open Space Projects		\$ 16,000	

Parks & Open Space - CIP Requests

Description	Priority	2017	2018	2019	2020	2021	Total
Update Sign US 85 /124th Ave	1	60,000	-	-	-	-	60,000
Potable Water Tank Refinish	1	-	100,000	-	-	-	100,000
Design New Livestock Barns	2	-	600,000	-	-	-	600,000
Construct New Livestock Barns	1	-	-	6,000,000	-	-	6,000,000
Replace 2007 Case Forklift	2	-	-	140,000	-	-	140,000
Design New Grandstand Area	1	-	-	-	800,000	-	800,000
Construct New Grandstand Arena	1	-	-	-	-	8,000,000	8,000,000
12' (WA) Wing Mower Replacemen	2	-	85,000	-	-	-	85,000
Decommission Sewer Lagoon @ RP	1	-	120,000	-	-	-	120,000
Replace Reg. Park Playground	1	-	-	500,000	-	-	500,000
Phase I of the Mann Lakes Mast	1	-	3,500,000	-	-	-	3,500,000
Total CIP Requests-General Fund		\$ 60,000	\$ 4,405,000	\$ 6,640,000	\$ 800,000	\$ 8,000,000	\$ 19,905,000

Parks & Open Space - CIP Requests

Description	Priority	2017	2018	2019	2020	2021	Total
Carpet Replacement	2	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
Cart Path - Additions/Repairs	3	30,000	-	-	-	-	30,000
Contour Rough Mower	3	69,000	-	-	-	-	69,000
Fairway Mowers	3	112,800	-	-	-	-	112,800
Range Ball Machine	4	6,500	-	-	-	-	6,500
Beverage Cart	4	15,000	-	-	-	-	15,000
Brantner Ditch Gate & Repairs	4	-	90,000	-	-	-	90,000
Dunes Irrigation Design Bid	5	-	70,000	-	-	-	70,000
Equipment Rotation	5	-	160,000	-	-	-	160,000
Dunes Pump Station/Water Line	5	-	-	1,000,000	-	-	1,000,000
Equipment Rotation	5	-	-	160,000	-	-	160,000
Dunes Irrigation - Phase 2	5	-	-	-	2,500,000	-	2,500,000
Equipment Rotation	5	-	-	-	160,000	-	160,000
Equipment Rotation	5	-	-	-	-	160,000	160,000
New Tee & Directional Signage	5	-	-	-	-	25,000	25,000
Total CIP Requests-Golf Course Fund		\$ 283,300	\$ 320,000	\$ 1,160,000	\$ 2,660,000	\$ 185,000	\$ 4,608,300
Description	Priority	2017	2018	2019	2020	2021	Total
Utility Vehicle - Weed & Pest	1	\$ 18,000	\$ -	\$ -	\$ -	\$ -	\$ 18,000
54" Commercial Mower	1	10,000	-	-	-	-	10,000
Striping Machine	2	15,000	-	-	-	-	15,000
Total CIP Requests-Conservation Trust Fund		\$ 43,000	\$ -	\$ -	\$ -	\$ -	\$ 43,000
Description	Priority	2017	2018	2019	2020	2021	Total
Willow Bay Open Space Acq.	1	\$ 10,000,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000,000
Trail Wayfinding Signage	4	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000
Twin Lakes Park Improvements	2	\$ 1,500,000	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000
Open Space Projects	1	\$ -	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 8,000,000
Clear Creek Trail Access	1	\$ -	\$ 1,500,000	\$ -	\$ -	\$ -	\$ 1,500,000
Jim Baker Res Renovations	1	\$ -	\$ -	\$ 1,000,000	\$ -	\$ -	\$ 1,000,000
Riverdale Bluffs Park Dev.	1	\$ -	\$ -	\$ -	\$ 750,000	\$ -	\$ 750,000
Total CIP Request - Open Space Projects Fund		\$ 11,525,000	\$ 3,500,000	\$ 3,000,000	\$ 2,750,000	\$ 2,000,000	\$ 22,775,000
Total CIP Requests		\$ 11,911,300	\$ 8,225,000	\$ 10,800,000	\$ 6,210,000	\$ 10,185,000	\$ 47,331,300



Department Name - FTE Summary & 2017 Request

FTE Snapshot

Full-time Equivalent Positions (FTEs)	2014 Authorized	2015 Authorized	2016 Authorized	2017 2017 Req	2017 Preliminary
Parks & Community Resources	32.00	32.00	33.00	0.00	33.00
Conservation Trust Fund	5.00	5.00	5.00	0.00	5.00
Open Space	2.00	2.00	2.00	0.00	2.00
TOTAL FTEs	39.00	39.00	40.00	0.00	40.00

Positions Added Mid-2016

- 1.0 new positions added in 2016

New FTEs requested for 2017

- No new FTE requests for 2017

Positions Vacant as of 08/08/2016

- Fair & Special Events Manager
- 2 - Parks Maintenance Worker II
- Irrigation Technician



Parks & Open Space

- Demolition of outdoor arena at Regional Park in 2016
- Regional Park Master Plan to be started 2016
 - New Indoor Arena - \$1M 2017
 - New Indoor Arena - \$9M 2018
- Willow Bay proposed purchase by Open Space Projects Fund - \$10M



2017 Budget Analysis

Transportation Department





Transportation Department Summary

- Purpose Statement: To protect the health, safety and welfare of the citizens of Adams County through superior engineering, maintenance, operations and administrative services related to roads and drainage facilities.
- The Transportation Department has five divisions:
 1. Infrastructure Management
 2. Engineering Services
 3. Transportation Operations
 4. Financial Management & Administration
 5. Stormwater



Transportation Department - Budget Summary by Fund

Transportation Budget Summary by Fund							
Revenues by Fund	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
General Fund	\$ 65	\$ 100	\$ -	\$ -	\$ -	\$ -	-100.0%
Road & Bridge	43,111,444	42,630,302	41,724,577	-	-	41,724,577	-2.1%
StormWater Utility	2,327,410	2,215,200	2,215,250	-	-	2,215,250	0.0%
Total Revenues	\$ 45,438,919	\$ 44,845,602	\$ 43,939,827	\$ -	\$ -	\$ 43,939,827	-2.0%
Expenditures by Fund	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
General Fund	\$ 2,898,439	\$ 3,443,515	\$ 2,530,380	\$ -	\$ -	\$ 2,530,380	-26.5%
Road & Bridge	36,592,844	38,456,840	33,789,270	4,353,776	9,035,000	47,178,046	22.7%
StormWater Utility	717,752	3,482,190	541,875	-	1,350,935	1,892,810	-45.6%
Total Expenditures	\$ 40,209,034	\$ 45,382,545	\$ 36,861,525	\$ 4,353,776	\$ 10,385,935	\$ 51,601,236	13.7%



Transportation Department - Budget Summary by Category

Transportation Budget Summary by Category							
Revenues by Category	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Taxes	\$ 29,261,382	\$ 30,613,753	\$ 31,311,483	\$ -	\$ -	\$ 31,311,483	2.3%
Licenses & Permits	187,895	100,000	210,000	-	-	210,000	110.0%
Intergovernmental	12,035,061	10,266,006	8,414,682	-	-	8,414,682	-18.0%
Charges for Services	3,860,959	3,831,134	3,961,117	-	-	3,961,117	3.4%
Fines & Forfeitures	17,507	17,509	33,500	-	-	33,500	91.3%
Investment Income	2,179	1,200	2,000	-	-	2,000	66.7%
Miscellaneous	73,937	16,000	7,045	-	-	7,045	-56.0%
Total Revenues	\$ 45,438,919	\$ 44,845,602	\$ 43,939,827	\$ -	\$ -	\$ 43,939,827	-2.0%
Expenditures by Category	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Personnel	\$ 6,086,127	\$ 7,080,978	\$ 7,363,683	\$ 90,000	\$ -	\$ 7,453,683	5.3%
Operations & Maintenance	1,274,189	1,323,775	1,303,210	2,740,000	-	4,043,210	205.4%
Charges for Services	10,828,919	15,485,022	15,418,406	875,000	-	16,293,406	5.2%
Governmental Services	15,530,082	14,559,770	12,776,226	648,776	-	13,425,002	-7.8%
Capital	6,489,717	6,933,000	-	-	10,385,935	10,385,935	49.8%
Total Expenditures	\$ 40,209,034	\$ 45,382,545	\$ 36,861,525	\$ 4,353,776	\$ 10,385,935	\$ 51,601,236	13.7%

Transportation Department - Budget Summary by Division

Transportation Summary by Division							
Revenues by Division	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Engineering Services	\$ 9	\$ 100	\$ -	\$ -	\$ -	\$ -	-100.0%
Financial Management & Adminis	17,507	17,509	33,500	-	-	33,500	91.3%
Infrastructure Management	612,565	-	-	-	-	-	
Stormwater - General Fund	-	-	-	-	-	-	
Stormwater Utility	2,327,410	2,215,200	2,215,250	-	-	2,215,250	0.0%
Transportation Operations	42,481,429	42,612,793	41,691,077	-	-	41,691,077	-2.2%
Total Revenues	\$ 45,438,919	\$ 44,845,602	\$ 43,939,827	\$ -	\$ -	\$ 43,939,827	-2.0%
Expenditures by Division	2015 Actual	2016 Adopted	2017 Proposed Base	Business Cases	CIP	2017 Total	% Change
Engineering Services	\$ 1,307,757	\$ 1,943,515	\$ 1,060,231	\$ -	\$ -	\$ 1,060,231	-45.4%
Financial Management & Adminis	12,458,226	13,243,073	13,562,807	-	-	13,562,807	2.4%
Infrastructure Management	16,737,598	15,106,068	10,541,154	1,123,776	9,035,000	20,699,930	37.0%
Stormwater - General Fund	35	1,500,000	1,470,149	-	-	1,470,149	-2.0%
Stormwater Utility	717,752	3,482,190	541,875	-	1,350,935	1,892,810	-45.6%
Transportation Operations	8,987,667	10,107,699	9,685,309	3,230,000	-	12,915,309	27.8%
Total Expenditures	\$ 40,209,034	\$ 45,382,545	\$ 36,861,525	\$ 4,353,776	\$ 10,385,935	\$ 51,601,236	13.7%



Transportation Department - Business Case Requests

<i>Request</i>	<i>Priority</i>	<i>Amount</i>	<i>Type</i>
Gravel Road Maintenance	1	\$2,830,000	Ongoing
Gas & Electric	3	\$ 400,000	Ongoing
64th Ave Washington West	1	\$ 281,000	One-Time
I-25 Soundwalls	1	\$ 342,776	Ongoing
I-25 & SH7 Int-change Redesign	1	\$ 250,000	Ongoing
I-76 & SH 7 Interchange Study	1	\$ 75,000	One-Time
120th/US85 Intechange Study	1	\$ 150,000	One-Time
120th Extension to 144th	1	\$ 25,000	One-Time
Total Business Case Requests-General Fund		\$4,353,776	

Transportation Department - CIP Requests

Description	Priority	2017	2018	2019	2020	2021	Total
Inspector Pick Up Truck	1	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ 35,000
York Street Hwy 224 to 78th	1	3,000,000	3,000,000	-	-	-	6,000,000
York Street 78th to 88th	1	-	500,000	2,000,000	4,000,000	4,000,000	10,500,000
York Street 58th to Hwy 224	1	-	300,000	5,000,000	3,000,000	3,000,000	11,300,000
Steele Street/Welby Rd	1	1,700,000	-	-	-	-	1,700,000
Dahlia St Hwy 224 to I-76	1	2,100,000	-	-	-	-	2,100,000
Dahlia St Hwy 224 to 70th Ave	1	-	-	300,000	100,000	1,000,000	1,400,000
Pecos St 52nd Ave to 58th Ave	1	-	300,000	1,000,000	4,000,000	-	5,300,000
58th Ave Washington to York	1	1,000,000	4,000,000	3,000,000	-	-	8,000,000
ADA Transition Implementation	1	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	5,000,000
I-25 PEL Improvements	1	200,000	250,000	250,000	-	-	700,000
60th and US 85 Intersection	1	-	500,000	500,000	-	-	1,000,000
104th Widening Project	1	-	1,000,000	1,000,000	-	-	2,000,000
Total CIP Requests-Road & Bridge Fund		\$ 9,035,000	\$ 10,850,000	\$ 14,050,000	\$ 12,100,000	\$ 9,000,000	\$ 55,035,000
Description	Priority	2017	2018	2019	2020	2021	Total
Inspector Pick Up Truck	1	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ 35,000
Hoffman Drainage Way	1	1,315,935	-	-	-	-	1,315,935
Kalcevik	1	-	-	1,828,506	2,418,569	2,121,437	6,368,512
Total CIP Requests-Stormwater Utility Fund		\$ 1,350,935	\$ -	\$ 1,828,506	\$ 2,418,569	\$ 2,121,437	\$ 7,719,447
Total CIP Requests		\$ 10,385,935	\$ 10,850,000	\$ 15,878,506	\$ 14,518,569	\$ 11,121,437	\$ 62,754,447



Transportation Department - FTE Snapshot & 2017 Requests

FTE Snapshot

Full-time Equivalent Positions (FTEs)	2014 Authorized	2015 Authorized	2016 Authorized	2017 Requested	2017 Preliminary
Infrastructure Management	7.00	6.00	8.00	0.00	8.00
Engineering Services	10.00	11.50	8.00	0.00	8.00
Transportation Operations	67.00	66.00	66.00	0.00	66.00
Financial Management & Admin	5.00	5.00	5.00	0.00	5.00
Stormwater Utility	3.00	3.50	4.00	0.00	4.00
Stormwater - General Fund	0.00	0.00	2.00	0.00	2.00
Total Authorized Positions	92.00	92.00	93.00	0.00	93.00

New FTEs requested for 2017

- No new FTE requests

Positions Vacant as of 8/8/16

- 1.0 FTE Structural Engineer
- 1.0 FTE Right-of-Way Agent
- 1.0 FTE Highway Superintendent
- 1.0 FTE Maintenance Crew Lead
- 1.0 FTE Highway Worker II
- 1.0 FTE Construction Inspector I
- 1.0 FTE Construction Inspector II
- 1.0 FTE Traffic Maintenance Worker I
- 1.0 FTE Civil Engineer II



Transportation Department - Conclusion

- The Transportation Department has been very responsive to both Budget and County Management in working together to regarding Capital Improvement Planning.
- During the 2016 Budget Process, \$1.5M was appropriated for General Funded Stormwater Projects. This is shown in the 2017 base budget in the General Fund.
- Specific Ownership Tax is performing well. As of June 30, 2016, SOT is 7.6% higher than June 30, 2016.

Adams County, Colorado
2017 Preliminary Budget
Business Case Summary

Department - Division	Subledger	Description	Page	Priority	One-Time	Ongoing	Total
County Attorney	10131701	Consultant Services	215	1	\$ -	\$ 93,500	\$ 93,500
Finance	10141701	Motivational Training	216	1	3,000	-	3,000
Finance	10141702	Items related to Grants FTE	217	2	1,200	-	1,200
Human Resources - Admin	10151701	Halogen Software	218	1	-	19,525	19,525
Human Resources - Admin	10151702	Advertising/Recruitment	219	1	-	25,000	25,000
Human Resources - Admin	10151703	Bring Your Child to Work	220	1	-	5,000	5,000
Finance - Accounting	10181701	Item for Sr Accountant	221	2	1,200	-	1,200
Customer Experience Operations	10191701	Temporary Labor	222	1	-	9,575	9,575
Customer Experience Operations	10191702	Cell Phone Stipend	223	3	-	1,300	1,300
CLK - Recording	10211703	Language Translation Service	224	2	-	25,000	25,000
CLK - Recording	10211704	Recording Flooring	225	2	12,500	-	12,500
CLK - Recording	10211705	Rearrange Lobby for flow	226	1	30,000	-	30,000
CLK - Elections	10221701	2017 Election	227	2	383,804	-	383,804
CLK - Motor Vehicle	10231702	Brighton MV 2 Work Stations	228	2	3,125	-	3,125
CLK - Motor Vehicle	10231703	Brighton MV Flooring	229	2	18,750	-	18,750
CLK - Motor Vehicle	10231704	North Pecos MV Counter	230	2	6,250	-	6,250
CLK - Motor Vehicle	10231706	Review/Feasibility Study	231	1	5,000	-	5,000
CLK - Motor Vehicle	10231707	Westminster Flooring	232	2	18,750	-	18,750
CLK - Motor Vehicle	10231708	Reallocatedtion of OT to Temp	233	1	-	280,000	280,000
County Assessor	10411701	Re-Appraisal Postage, Printing	234	1	-	85,000	85,000
District Attorney	10511701	replacement laptops	235	1	141,600	-	141,600
District Attorney	10511702	MS Office Update	236	1	-	61,088	61,088
IT Help Desk & Servers	10561702	Office 356 Training	237	2	18,000	-	18,000
IT Application Support	10571701	Maintenance Contracts Increase	238	1	-	500,000	500,000
IT Application Support	10571702	Application Consulting	239	2	75,000	-	75,000
IT Application Support	10571703	Accela Mobile Licenses	240	3	20,000	-	20,000
FO - Flatrock Training Facility	10631701	Storm Water Control	241	2	30,000	-	30,000
FO - Justice Center	10711706	Re-finish Judges Benches Ph1	242	1	-	180,000	180,000
FO - Government Center	10771702	Fleet Room Mezzanine System	243	4	40,000	-	40,000
FO - Government Center	10771705	Maintenance Storage Units	244	3	10,000	-	10,000
FO - Government Center	10771707	Appliance Replacement	245	4	35,000	-	35,000
FO - Government Center	10771708	South elevator room HVAC	246	2	6,000	-	6,000
Long Range Strategic Planning	10811701	Other Communications	247	1	-	900	900
Long Range Strategic Planning	10811702	Folding machine	248	2	-	6,648	6,648
Long Range Strategic Planning	10811703	Color Printer	249	2	-	3,000	3,000
Long Range Strategic Planning	10811704	Color plotter/scanner	250	1	-	3,042	3,042
Long Range Strategic Planning	10811705	Dev. Code Update Consultant	251	2	50,000	-	50,000
Long Range Strategic Planning	10811706	Hazard Mitigation Plan Update	252	2	75,000	-	75,000
Long Range Strategic Planning	10811707	Comp Plan Implementation fund	253	2	170,000	-	170,000
Long Range Strategic Planning	10811708	Neighborhood Toolkit Funding	254	3	-	50,000	50,000
Long Range Strategic Planning	10811709	Comprehensive Plan Update	255	2	250,000	-	250,000
Long Range Strategic Planning	10811710	Federal Blvd. PEL Study	256	3	500,000	-	500,000

Adams County, Colorado
2017 Preliminary Budget
Business Case Summary

Department - Division	Subledger	Description	Page	Priority	One-Time	Ongoing	Total
Long Range Strategic Planning	10811711	Community Meetings	257	2	-	6,700	6,700
Long Range Strategic Planning	10811712	Translation/Interpretation	258	1	-	16,000	16,000
Long Range Strategic Planning	10811713	Community Tool Kit Trailers	259	3	-	6,000	6,000
Long Range Strategic Planning	10811714	Claim my neighborhood	260	3	6,500	-	6,500
Long Range Strategic Planning	10811715	Meeting Equipment	261	2	2,180	-	2,180
Long Range Strategic Planning	10811716	External Printing	262	1	-	14,000	14,000
Long Range Strategic Planning	10811717	Membership Dues	263	1	-	2,220	2,220
Long Range Strategic Planning	10811718	Education and Training	264	1	-	7,200	7,200
Long Range Strategic Planning	10811719	Travel and Transportation	265	1	-	13,100	13,100
Long Range Strategic Planning	10811720	Complete Streets Standards	266	2	-	175,000	175,000
PLN - Development Review	10821701	Contract Labor	267	1	45,000	-	45,000
Parks Facilities	11111701	Insulation replacment	268	2	100,000	-	100,000
Parks Facilities	11111704	Utility Location Survey	269	2	100,000	-	100,000
FO - Sheriff HQ/Coroner Building	11121701	Conference room blinds	270	2	7,000	-	7,000
FO - Sheriff HQ/Coroner Building	11121702	Exterior glass- SHQ/COR	271	1	5,000	-	5,000
FO - Sheriff HQ/Coroner Building	11121703	Skylight panels at SHQ/COR	272	1	8,500	-	8,500
FO - Sheriff HQ/Coroner Building	11121706	SHQ-Lawn edging replacement	273	1	6,500	-	6,500
FO - District Attorney Bldg.	11141701	Tree Replacement	274	2	15,000	-	15,000
MM&R - Painting and Caulking	11301701	DF- Painting	275	1	52,700	-	52,700
MM&R - Painting and Caulking	11301702	Coroner's Autopsy, sally port	276	1	19,500	-	19,500
MM&R - Painting and Caulking	11301703	DF-Site caulking	277	1	72,000	-	72,000
MM&R - Parking Lots	11321701	DF- transport, main entry	278	1	150,000	-	150,000
Sheriff Training	20041701	Training Overtime	279	1	-	1,875	1,875
FO - Sheriff Maintenance	20091701	PWT-Medical, Booking	280	1	105,000	-	105,000
FO - Sheriff Maintenance	20091707	Ground shop sand/oil seperator	281	2	25,000	-	25,000
FO - Sheriff Maintenance	20091708	DF-Fire sprinkler system	282	1	21,500	-	21,500
FO - Sheriff Maintenance	20091710	Roof pipe insulation rplcmnt	283	1	25,000	-	25,000
FO - Sheriff Maintenance	20091711	Exterior stucco repairs	284	2	-	20,000	20,000
FO - Sheriff Maintenance	20091712	Gutter repairs	285	1	65,000	-	65,000
FO - Sheriff Maintenance	20091713	Engineering costs A-E showers	286	1	25,000	-	25,000
FO - Sheriff Maintenance	20091714	DF- tree replacement	287	1	25,000	-	25,000
FO - Sheriff Maintenance	20091715	Kitchen scrap screen install	288	1	25,000	-	25,000
FO - Sheriff Maintenance	20091716	A-E Roof coating	289	1	550,000	-	550,000
FO - Sheriff Maintenance	20091719	VAV re-heat valves	290	1	15,225	-	15,225
SHF - MIS Unit	20101701	Social Media Intelligence	291	2	-	15,000	15,000
SHF - MIS Unit	20101702	Upgrading ArcMap License	292	1	-	16,000	16,000
SHF - MIS Unit	20101703	Replace eTicketing Equipment	293	3	24,500	-	24,500
SHF - MIS Unit	20101704	Digitize/Maintain HR Files	294	2	28,141	-	28,141
SHF - MIS Unit	20101705	The Beast Site License	295		21,564	5,000	26,564
SHF - MIS Unit	20101707	Arcserve System for Tritech	296	1	11,395	-	11,395
SHF - Admin Services Division	20111701	Office 365	297	1	-	77,000	77,000
SHF - Admin Services Division	20111701	Adcom	298	1	-	139,000	139,000
SHF - Admin Services Division	20111703	Supervisor Training	299	3	-	7,500	7,500

Adams County, Colorado
2017 Preliminary Budget
Business Case Summary

Department - Division	Subledger	Description	Page	Priority	One-Time	Ongoing	Total
Sheriff - Professional Standards	20141701	Add OT for weekend events.	300	1	-	2,000	2,000
SHF - Detective Division	20161701	Detective Overtime	301	1	-	100,000	100,000
SHF - Patrol Division	20171702	LINK	302	1	-	9,000	9,000
SHF - Patrol Division	20171703	Patrol Bicycles	303	3	17,500	-	17,500
SHF - Patrol Division	20171705	Mobile Field Force Equipment	304	2	30,000	-	30,000
Sheriff Flatrock LE Training	20201701	Overtime - FLATROCK	305	1	-	4,500	4,500
County Coroner	20311702	Replace autopsy surgical light	306	1	10,000	-	10,000
County Coroner	20311703	temporary labor	307	1	-	20,000	20,000
County Coroner	20311704	operating supplies	308	1	-	4,125	4,125
County Coroner	20311705	minor equipment	309	1	10,000	-	10,000
County Coroner	20311706	medical services	310	1	-	68,100	68,100
County Coroner	20311707	other professional services	311	1	-	34,200	34,200
County Coroner	20311708	software and licensing	312	1	-	4,000	4,000
ANS - Administration	20511701	Admin Employee Overtime	313	2	-	2,000	2,000
ANS - Administration	20511702	Part time Temp Customer Care	314	1	-	33,202	33,202
ANS - Kennel Operations	20531701	Animal Care Employee Overtime	315	2	-	28,000	28,000
ANS - Kennel Operations	20531702	Temp Labor Animal Care	316	3	-	14,430	14,430
ANS - Kennel Operations	20531703	2053 Kennel Operating Supplies	317	1	-	25,000	25,000
ANS - Clinic Operations	20561701	Clinic Employee Overtime	318	1	-	9,000	9,000
PKS - Weed & Pest	20611701	Temporary Labor - 2061	319	1	3,560	-	3,560
PKS - Weed & Pest	20611702	Loaner Truck Rental - 2061	320	1	-	1,800	1,800
SHF - Detention Facility	20711703	Transport Office Remodel	321	2	10,000	-	10,000
SHF - Detention Facility	20711704	Inmate Medical	322	1	-	73,056	73,056
SHF - Detention Facility	20711705	NCCHC Certification	323	1	-	3,686	3,686
SHF - Detention Facility	20711707	Mental Health - Contractors	324	1	-	100,000	100,000
SHF - Justice Center	20721701	Security Services	325	1	-	10,741	10,741
SHF - Commissary Fund	20751701	Law Kiosk Replacements	326	1	64,000	-	64,000
PKS - Fair & Special Events	50101701	Operating Supplies	327	3	-	22,000	22,000
PKS - Fair & Special Events	50101702	Special Events	328	2	-	49,000	49,000
PKS - Fair & Special Events	50101703	Equipment Rental	329	5	-	9,500	9,500
PKS - Fair & Special Events	50101704	External Printing	330	4	-	14,900	14,900
PKS - Fair & Special Events	50101705	General Fair Expenses	331	1	-	53,000	53,000
PKS - Administration	50111701	Volunteer Programs	332	1	-	44,000	44,000
PKS - Regional Complex	50121702	Temporary Labor - 5012	333	1	5,800	-	5,800
PKS - Grounds Maintenance	50151704	Temporary Labor - 5015	334	1	4,570	-	4,570
PKS - Trail Ranger Patrol	50161701	Temporary Labor - 5016	335	1	7,470	-	7,470
PKS - Trail Ranger Patrol	50161702	Loaner Truck Rental - 5016	336	1	-	2,700	2,700
Organizational Development	92481701	Leadership Language Options	337	2	7,995	-	7,995
Conference Center	92511701	Overtime for Coordinator	338	4	-	6,000	6,000
GF - Admin/Org Support	92521701	Adams County Scholarship Fund	339	1	-	517,000	517,000
Office of Cultural Affairs	92531701	Artfully Adams, SCFD Ceremony	340	2	-	10,000	10,000
Office of Cultural Affairs	92531702	Transformer Cabinet Murals	341	3	20,000	-	20,000
Innovation & Sustainability	92601701	Sustainability Fund	342	1	-	20,000	20,000

Adams County, Colorado
2017 Preliminary Budget
Business Case Summary

Department - Division	Subledger	Description	Page	Priority	One-Time	Ongoing	Total
Veterans Service Office	92911701	Mileage Reimbursements	343	1	-	2,000	2,000
Total - General Fund (00001)					\$ 3,652,279	\$ 3,167,113	\$ 6,819,392
Golf Course - Pro Shop	50211701	Contract Labor Increas	344	1	\$ -	\$ 16,748	\$ 16,748
Golf Course - Pro Shop	50261701	Contract Labor Increas	345	1	-	20,550	20,550
Total - Golf Course Fund (00005)					\$ -	\$ 37,298	\$ 37,298
Social Services Non-Recurring	59151701	2017 Allocation	346	1	\$ 3,413,138	-	\$ 3,413,138
Total - Social Services Fund (00015)					\$ 3,413,138	\$ -	\$ 3,413,138
Transportation Opers & Maint	30311701	Gravel Road Maintenance	347	1	-	\$ 2,830,000	\$ 2,830,000
Transportation Opers & Maint	30311702	Gas & Electric	348	3	-	400,000	400,000
Transportation CIP	30561710	64th Ave Washington West	349	1	281,000	-	281,000
Transportation CIP	30561711	I-25 Soundwalls	350	1	-	342,776	342,776
Transportation CIP	30561712	I-25 & SH7 Int-change Redesign	351	1	-	250,000	250,000
Transportation CIP	30561714	I-76 & SH 7 Interchange Study	352	1	75,000	-	75,000
Transportation CIP	30561715	120th/US85 Intechange Study	353	1	150,000	-	150,000
Transportation CIP	30561716	120th Extension to 144th	354	1	25,000	-	25,000
Total - Road & Bridge Fund (00013)					\$ 531,000	\$ 3,822,776	\$ 4,353,776
Insurance - Unemployment Claims	86161701	Unemployment Claims Mgmt	355	1	\$ -	\$ 9,000	\$ 9,000
Insurance - Benefits & Wellness	86221701	Benefits Broker	356	1	-	91,000	91,000
Total - Insurance Fund (00019)					\$ -	\$ 100,000	\$ 100,000
Developmentally Disabled	40311701	North Metro Vans	357	1	\$ 115,248	\$ -	\$ 115,248
Developmentally Disabled	40311702	Contract Inflation Adjustment	358	1	-	32,649	32,649
Total - Developmentally Disabled Fund (00020)					\$ 115,248	\$ 32,649	\$ 147,897
Solid Waste Operations	92951702	Brownfield Revolving Loan Fund	359	1	\$ 1,000,000	\$ -	\$ 1,000,000
Total - Waste Management Fund (00025)					\$ 1,000,000	\$ -	\$ 1,000,000
Open Space Projects	61071703	Russian olive removal (2017)	360	3	\$ 16,000	\$ -	\$ 16,000
Total - Open Space Projects Fund (00027)					\$ 16,000	\$ -	\$ 16,000
Administrative Cost Pool	94181701	Additional Grants Spending	361	1	\$ -	\$ 104,825	\$ 104,825
Total - Comm Services Blk Grant Fund (00034)					\$ -	\$ 104,825	\$ 104,825
2017 Preliminary Business Cases Total					\$ 8,727,665	\$ 7,264,661	\$ 15,992,326

Business Case Budget Request

Company 00001 General
Branch Office CCT County Attorney
Division CAT County Attorney
Business Unit 1013 County Attorney
Sub Ledger 10131701 Consultant Services

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7635	Consultant Services		93,500.00					93,500.00
		TOTAL	93,500.00					93,500.00

Description of Request: Hire outside counsel to handle water matters; assist with employment issues, election issues, and oil and gas issues; and for litigation support caused by higher litigation demand.

Budget Justification: Outside counsel is needed to provide specialized services and potential conflict of interest.

Impact on Budget: Unknown.

Budget Mandate Desc:

Sustainability Information: None.

Business Case Budget Request

Company	00001	General							
Branch Office	CFA	Finance							
Division	FIN	Finance							
Business Unit	1014	Finance							
Sub Ledger	10141701	Motivational Training							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
7685	Other Professional Serv	Y	3,000.00					3,000.00	
		TOTAL	3,000.00					3,000.00	

Description of Request: We are seeking to bring in a motivational trainer for development of our staff. As the Department has had new leadership and new staff, management's desire is to build a cohesive and focused Finance Department Team.

Budget Justification: In order to build a stronger team, the Finance Department is looking for a training or experience that would provide additional growth in morale and focus to serve our customers. We are also looking for strong engagement to increase our customer service numbers. The overall training approach would align with increasing our goals.

Impact on Budget: One time expenditure. No currently planned ongoing expenditures in future years.

Budget Mandate Desc:

Sustainability Information: Not related to sustainability

Business Case Budget Request

Company 00001 General
Branch Office CFA Finance
Division FIN Finance
Business Unit 1014 Finance
Sub Ledger 10141702 Items related to Grants FTE

		Current Yr	2017	2018	2019	2020	2021	Total
Object	Description	One-Time Cost						
7561	Computers	Y	1,200.00					1,200.00
		TOTAL	1,200.00					1,200.00

Description of Request: Computer for new Grants Compliance Supervisor

Budget Justification: If Grants Compliance Supervisor position is approved then a Computer would be needed

Impact on Budget: \$1,200

Budget Mandate Desc:

Sustainability Information: N/A

Business Case Budget Request

Company	00001	General
Branch Office	CHR	Human Resources
Division	HRD	Human Resources
Business Unit	1015	Human Resources- Admin
Sub Ledger	10151701	Halogen Software

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7562	Software and Licensing		19,525.00	22,978.24	26,569.65	26,569.65	26,569.65	122,212.19
		TOTAL	19,525.00	22,978.24	26,569.65	26,569.65	26,569.65	122,212.19

Description of Request: Our current contract with Halogen ends on December 30, 2016. For our next contract they have provided a quote with an increase of 4% per year for the next three years. In addition, we need to purchase additional licenses because of the increasing number of FTEs in the county.

Budget Justification: Our current contract with Halogen ends on December 30, 2016. For our next contract they have provided a quote with an increase of 4% per year for the next three years. In addition, we need to purchase additional licenses because of the increasing number of FTEs in the county.

Impact on Budget: Current Cost
\$66,807 Cost per year for two years for 1800 licenses for the following modules: Performance, 360 Multi-rater, Learning, Compensation, Single Sign-On and HRIS Connect.

Quote for next contract that includes 4% increase per year and an additional 500 licenses for a total of 2300 licenses.
Year 1 cost - \$19,524.96 increase from 2016 fee of \$66,807.00
Year 2 cost - \$22,978.24 increase from 2016 fee of \$66,807.00
Year 3 cost - \$26,569.65 increase from 2016 fee of \$66,807.00

Budget Mandate Desc:

Sustainability Information: N/A

Business Case Budget Request

Company	00001	General							
Branch Office	CHR	Human Resources							
Division	HRD	Human Resources							
Business Unit	1015	Human Resources- Admin							
Sub Ledger	10151702	Advertising/Recruitment							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
8005	Advertising		25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	125,000.00	
		TOTAL	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	125,000.00	

Description of Request: This is a request to increase 1015.8005 by \$25,000 for 2017

Budget Justification: The job market is getting tighter and we are seeing a reduction in applicants for our open positions. Colorado is currently at a 3.1% unemployment rate and we are projecting a turnover rate of 16.28%. We recognize that we are going to have to do more advertising, employment branding and active recruitment for candidates.

Please see attachment for detailed information

Impact on Budget: \$25,000 per year

Budget Mandate Desc:

Sustainability Information:

Business Case Budget Request

Company	00001	General							
Branch Office	CHR	Human Resources							
Division	HRD	Human Resources							
Business Unit	1015	Human Resources- Admin							
Sub Ledger	10151703	Bring Your Child to Work							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
7330	Misc		5,000.00	5,000.00	50,000.00	5,000.00	5,000.00	70,000.00	
		TOTAL	5,000.00	5,000.00	50,000.00	5,000.00	5,000.00	70,000.00	

Description of Request: This request is for \$5,000 to expand the Bring Your Child to Work event. In 2016, AC hosted the first county-wide Bring Your Child to Work Day. The goal was to provide an educational, informational, and interactive experience for the children of Adams County employees.

131 children attended this event, along with their parents/guardians. The day's activities focused on educating participants about Adams County and what we do, and provided information on job opportunities in local government.

Budget Justification: With the huge success of this county-wide event, we anticipate an increase in attendance. We are requesting these funds to increase the number of activities, and materials provided to children and parents. HR absorbed the majority of the costs for the 2016 event, and because funds were limited, a minimal amount was spent (\$140 badges and \$150 communication). This budget will be used to purchase materials to promote AC and what we do, increase communication and provide refreshments.

Impact on Budget: \$5000 increase

Budget Mandate Desc:

Sustainability Information: This event encourages a positive employee atmosphere and engages employees across all areas of Adams County.

Business Case Budget Request

Company 00001 General
Branch Office CFA Finance
Division FIN Finance
Business Unit 1018 Finance General Accounting
Sub Ledger 10181701 Item for Sr Accountant

		Current Yr	2017	2018	2019	2020	2021	Total
Object	Description	One-Time Cost						
7561	Computers	Y	1,200.00					1,200.00
		TOTAL	1,200.00					1,200.00

Description of Request: If Sr Accountant position is approved then computer would be needed

Budget Justification: If position is approved then computer is needed

Impact on Budget: One time impact

Budget Mandate Desc:

Sustainability Information: N/A

Business Case Budget Request

Company	00001	General							
Branch Office	CFA	Finance							
Division	FIN	Finance							
Business Unit	1019	Customer Experience Operations							
Sub Ledger	10191701	Temporary Labor							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
7015	Temporary Labor		8,275.00					8,275.00	
7965	Other Communications		1,300.00					1,300.00	
		TOTAL	9,575.00					9,575.00	

Description of Request: This is the cost to have a part-time temporary float help with sick and vacation time coverage in the government center PBX Call Center

Budget Justification: We need to have coverage for FMLA, sick leave and vacation time in the PBX call center to ensure proper service delivery and prompt answering of phones for the county.

Impact on Budget: \$8275

Budget Mandate Desc:

Sustainability Information: N/a

Business Case Budget Request

Company	00001	General							
Branch Office	CFA	Finance							
Division	FIN	Finance							
Business Unit	1019	Customer Experience Operations							
Sub Ledger	10191702	Cell Phone Stipend							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
7685	Other Professional Serv								
7965	Other Communications		1,300.00					1,300.00	
		TOTAL	1,300.00					1,300.00	

Description of Request: This additional Amount is for the cell phone stipend for the Customer Experience Manager who was not here prior to Sept 1, 2015. This is why there is a variance.

Budget Justification: Customer Experience Manager needs to be able to answer emails and phone calls outside of normal hours to be able to meet internal and external customer needs

Impact on Budget: \$1060 difference from previous year.

Budget Mandate Desc:

Sustainability Information: Use of the cell phone allows manager to work remotely and be more responsive to customers. Increased efficiency.

Business Case Budget Request

Company 00001 General
Branch Office ECR Clerk & Recorder
Division CLK Clerk & Recorder
Business Unit 1021 CLK Recording
Sub Ledger 10211703 Language Translation Service

		Current Yr	2017	2018	2019	2020	2021	
Object	Description	One-Time Cost						Total
7685	Other Professional Serv	Y	25,000.00					25,000.00
7965	Other Communications							
		TOTAL	25,000.00					25,000.00

Description of Request: Translation service to assist our non-English speaking customer, in person and over the phone.

Budget Justification: Customers, who speak languages other than English, will receive better service, via telephone and in person, when a translation service is utilized. Having a translation service available provides a quick solution to the common communication barriers faced daily with the citizens and businesses who contact our office. This program will be evaluated after an initial trial period of one year. We anticipate continued use into 2018 and beyond.

Impact on Budget: Not to exceed \$25,000 annually.

Budget Mandate Desc:

Sustainability Information:

Business Case Budget Request

Company	00001	General
Branch Office	ECR	Clerk & Recorder
Division	CLK	Clerk & Recorder
Business Unit	1021	CLK Recording
Sub Ledger	10211704	Recording Flooring

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7845	Building Repair & Maint	Y	12,500.00					12,500.00
9055	Buildings							
		TOTAL	12,500.00					12,500.00

Description of Request: Request to have flooring replaced in Recording lobby

Budget Justification: Currently the flooring in the Recording lobby amplifies noises and creates a noise work and lobby environment. Often this is distracting and negatively impacts the experience for customers and employees. Carpeting will result in sound attenuation and reduced noise. This will result in improved customer and employee experience.

Impact on Budget: \$12,500

Budget Mandate Desc:

Sustainability Information: N/A

Business Case Budget Request

Company 00001 General
Branch Office ECR Clerk & Recorder
Division CLK Clerk & Recorder
Business Unit 1021 CLK Recording
Sub Ledger 10211705 Rearrange Lobby for flow

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7845	Building Repair & Maint	Y	30,000.00					30,000.00
9055	Buildings							
		TOTAL	30,000.00					30,000.00

Description of Request: Add an additional customer service station to Recording lobby

Budget Justification: The Recording lobby was built for a future customer service window but was not added at the time the building was constructed. Due to the increased volume of customers and bringing all marriage licenses from the MV branch offices to Recording, there is a need to have an additional customer service window to provide increased customer service and reduce wait times.

Impact on Budget: \$30,000

Budget Mandate Desc:

Sustainability Information: N/A

Business Case Budget Request

Company	00001	General
Branch Office	ECR	Clerk & Recorder
Division	CLK	Clerk & Recorder
Business Unit	1022	CLK Elections
Sub Ledger	10221701	2017 Election

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7240	Operating Supplies		5,000.00					5,000.00
7330	Special Events		1,500.00					1,500.00
7562	Software and Licensing		210,304.00					210,304.00
7565	Minor Equipment		20,000.00					20,000.00
7635	Consultant Services		10,000.00					10,000.00
7685	Other Professional Serv							
7745	Education & Training		4,000.00					4,000.00
7965	Other Communications		3,000.00					3,000.00
8020	Postage & Freight		60,000.00					60,000.00
8025	Printing External		70,000.00					70,000.00
TOTAL			383,804.00					383,804.00

Description of Request: Supplemental request for 2017 Election

Budget Justification: Funds needed to properly conduct 2017 Coordinated election

Impact on Budget: None

Budget Mandate Desc: Yes. The Clerk and Recorder must conduct Coordinated elections

Sustainability Information: None at this time

Business Case Budget Request

Company	00001	General
Branch Office	ECR	Clerk & Recorder
Division	CLK	Clerk & Recorder
Business Unit	1023	CLK Motor Vehicle
Sub Ledger	10231702	Brighton MV 2 Work Stations

		Current Yr	2017	2018	2019	2020	2021	Total
Object	Description	One-Time Cost						
7570	Office Furniture	Y	3,125.00					3,125.00
9170	Office Furniture & Equip							
		TOTAL	3,125.00					3,125.00

Description of Request: Request for 2 work stations in the Brighton Motor Vehicle office to be corrected and adjusted to reduce extended reaches.
The extended reaches and movement required in their job result in ergonomic risk factors.

Budget Justification: Brighton Motor Vehicle Ergonomic Evaluation performed by Ron Jensen June 2015 of the work stations for the Brighton motor vehicle identified a common issue related to the physical work environment specifically, the configuration of the workplaces that require extended lateral reaches. This issue applies equally to all the employees observed. After evaluation of two work stations being modified will review for additional work stations to be modified.

Impact on Budget: Estimated one time cost of \$3125.00

Budget Mandate Desc:

Sustainability Information: N/A

Business Case Budget Request

Company 00001 General
Branch Office ECR Clerk & Recorder
Division CLK Clerk & Recorder
Business Unit 1023 CLK Motor Vehicle
Sub Ledger 10231703 Brighton MV Flooring

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7845	Building Repair & Maint	Y	18,750.00					18,750.00
9055	Buildings							
9170	Office Furniture & Equip							
		TOTAL	18,750.00					18,750.00

Description of Request: Request to have the flooring replaced in the Brighton Motor Vehicle lobby.

Budget Justification: Currently the flooring in the Brighton Motor Vehicle amplifies noises and creates a noisy work and lobby environment. Often this is distracting and negatively impacts the experience for customers and employees. Carpeting will result in sound attenuation and reduced noise. This will result in improved customer and employee experience.

Impact on Budget: Estimated cost of \$18750.00.

Budget Mandate Desc:

Sustainability Information: N/A

Business Case Budget Request

Company	00001	General
Branch Office	ECR	Clerk & Recorder
Division	CLK	Clerk & Recorder
Business Unit	1023	CLK Motor Vehicle
Sub Ledger	10231704	North Pecos MV Counter

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7570	Office Furniture	Y	6,250.00					6,250.00
9170	Office Furniture & Equip							
		TOTAL	6,250.00					6,250.00

Description of Request: Lower two work stations in the North Pecos Motor Vehicle office.

Budget Justification: Currently two work stations are raised in the North Pecos Motor Vehicle office. The need for raised station is no longer needed with the elimination of renewal lines utilizing our lobby management system Qmatic. The configuration of the work stations result in the need for extended reach by staff putting them at increased risk for cumulative trauma disorders.

Impact on Budget: Estimated cost of \$6250.00.

Budget Mandate Desc:

Sustainability Information: N/A

Business Case Budget Request

Company	00001	General
Branch Office	ECR	Clerk & Recorder
Division	CLK	Clerk & Recorder
Business Unit	1023	CLK Motor Vehicle
Sub Ledger	10231706	Review/Feasibility Study

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7685	Other Professional Serv	Y	5,000.00					5,000.00
9170	Office Furniture & Equip							
		TOTAL	5,000.00					5,000.00

Description of Request: Evaluate the Westminster Motor Vehicle office for additional work stations to accommodate staff.

Budget Justification: The Westminster office has the highest volume of customer visits. Currently the office has 10 work stations and requires additional work stations to accommodate additional staffing. Current practices in place to facilitate having additional staff assigned with insufficient work stations result in additional work inclusive of sharing work stations, split shifts, additional scheduling, and multiple deposits. Additional work is not limited to but inclusive of daily operations, management, and staff time.

Impact on Budget: Estimated \$5000.00

Budget Mandate Desc:

Sustainability Information: N/A

Business Case Budget Request

Company 00001 General
Branch Office ECR Clerk & Recorder
Division CLK Clerk & Recorder
Business Unit 1023 CLK Motor Vehicle
Sub Ledger 10231707 Westmisnter Flooring

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7845	Building Repair & Maint		18,750.00					18,750.00
9055	Buildings							
9170	Office Furniture & Equip							
		TOTAL	18,750.00					18,750.00

Description of Request: Replace flooring at the Westminster office with carpet.

Budget Justification: Current flooring in office absorbs dirt and continually appears dirty resulting in a poor appearance of the office. Cleaning attempts by the County have been unsuccessful. Current flooring amplifies noises and creates a noisy work and lobby environment. Often this is distracting and negatively impacts the experience for customers and employees. Carpeting will result in sound attenuation and reduced noise. This will result in improved customer and employee experience.

Impact on Budget: Estimated cost of \$18750.00

Budget Mandate Desc:

Sustainability Information: N/A

Business Case Budget Request

Company	00001	General
Branch Office	ECR	Clerk & Recorder
Division	CLK	Clerk & Recorder
Business Unit	1023	CLK Motor Vehicle
Sub Ledger	10231708	Reallocatedtion of OT to Temp

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7015	Temporary Labor		280,000.00					280,000.00
		TOTAL	280,000.00					280,000.00

Description of Request: Reallocation of 280K from OT budget to Temporary Labor.

Budget Justification: Late 2015 the department started to utilize temporary staff to reduce OT and accomplish department goals of reduced wait times, improved customer service, processing time of 3-5 business days or less, training opportunities for existing staff, and greeters in offices. Additional services to be offered in our service center and additional insurance auction moving to Adams County in addition to YTD transactions. Funds needed in temporary labor to maintain reduction in OT and meet department goals.

Impact on Budget: Net Zero effect on budget.

Budget Mandate Desc:

Sustainability Information: N/A

Business Case Budget Request

Company	00001	General
Branch Office	EAS	Assessor
Division	ASE	Assessor
Business Unit	1041	County Assessor
Sub Ledger	10411701	Re-Appraisal Postage, Printing

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
8020	Postage & Freight		50,000.00					50,000.00
8025	Printing External		35,000.00					35,000.00
		TOTAL	85,000.00					85,000.00

Description of Request: 2017 is a re-appraisal year. It is required that a Notice of Valuation be mailed to every property owner in Adams County. Approximately 190,000 Notice of Valuations will be mailed.

Budget Justification: Notice of Valuations are required by Colorado law to be sent to every property owner in the county. On intervening years, only properties that have undergone changes are sent a Notice of Valuation.

Impact on Budget: It is necessary to increase in the Assessor budget every odd year to cover the added expense for printing and postage of the Notice of Valuations. This year, the Notice of Valuations will be printed on a tabbed, double postcard. This will be a white card, black and red on one side and black only on the other side. Finished size would be folded to 4 1/4 X 5 1/2. This change can afford an approximate \$40,000 savings to the county budget.

Budget Mandate Desc: Based on the Colorado Revised Statute, the Assessor must, no later than May 1st of each year, mail an approved Notice of Valuation and protest form to every property owner in Adams County.

Sustainability Information: N/A

Business Case Budget Request

Company	00001	General							
Branch Office	EDA	District Attorney							
Division	DAT	District Attorney							
Business Unit	1051	District Attorney							
Sub Ledger	10511701	replacement laptops							
			Current Yr	2017	2018	2019	2020	2021	
Object	Description	One-Time Cost							Total
7561	Computers	Y		141,600.00					141,600.00
9160	Computer Equipment								
		TOTAL		141,600.00					141,600.00

Description of Request: Our Deputy District Attorneys work solely on laptops. With our electronic case management system it is vital to the day to day workings for the attorneys to have reliable and supported hardware to conduct research, enter their case related notes and generate the necessary work product to successfully prosecute their cases.

Budget Justification: The laptops currently in use will be in the 4-6 year range and we are starting to see some slowness issues.

In working with the County IT department, it is our understanding we are within the same timeframe that they seek to replace computers and laptops to remain efficient.

Impact on Budget: We are seeking to replace 80 each laptops at the cost of \$1,770 each for a total of \$141,600.

Budget Mandate Desc:

Sustainability Information: Our goal is to encourage sustainability by not printing paper unless necessary for trial. Having adequate technology resources supports this goal. By using laptops the attorneys can easily review documents, screen case related photos and audio/video recordings which would otherwise be available to them in paper, tapes, cd's ,etc.

Business Case Budget Request

Company 00001 General
Branch Office EDA District Attorney
Division DAT District Attorney
Business Unit 1051 District Attorney
Sub Ledger 10511702 MS Office Update

		Current Yr	2017	2018	2019	2020	2021	
Object	Description	One-Time Cost						Total
7562	Software and Licensing		61,088.00					61,088.00
		TOTAL	61,088.00					61,088.00

Description of Request: We need to upgrade to MS Office Pro Plus for greater functionality.

Budget Justification: This is a standard system upgrade.

Impact on Budget: The cost is \$332 x 184 licenses for a total of \$61,088.

Budget Mandate Desc:

Sustainability Information: Builds upon our ability to work with the greatest efficiencies.

Business Case Budget Request

Company	00001	General							
Branch Office	CMS	Information Technology							
Division	FIM	Mgmt. Information Serv.							
Business Unit	1056	IT Help Desk & Servers							
Sub Ledger	10561702	Office 356 Training							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
7635	Consultant Services								
7745	Education & Training	Y	18,000.00					18,000.00	
		TOTAL	18,000.00					18,000.00	

Description of Request:

This is to provide continuous, ongoing training for county employees to learn how to use Microsoft Office 365 products. Training will be provided from Brainstorm, a provider of online and onsite training, both in live format Q&A sessions and recorded formats.

Budget Justification:

In 2016, Adams County entered into a subscription with Microsoft for its Office 365 suite. The net effect is county employees will be upgrading from Office 2007 to Office 2013 (or Office 2016). End-users will need a significant level of training on use of the newer products and at a pace that meets their individual levels.

Impact on Budget:

This is a one time request for training through 2017. There is a one-time cost of \$18,000.

Budget Mandate Desc:

Sustainability Information:

It is anticipated there will be a minimal environmental impact.

Business Case Budget Request

Company	00001	General							
Branch Office	CMS	Information Technology							
Division	FIM	Mgmt. Information Serv.							
Business Unit	1057	IT Application Support							
Sub Ledger	10571701	Maintenance Contracts Increase							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
7825	Maintenance Contracts		500,000.00	500,000.00	500,000.00	500,000.00	500,000.00	2,500,000.00	
		TOTAL	500,000.00	500,000.00	500,000.00	500,000.00	500,000.00	2,500,000.00	

Description of Request: Permanent addition of funds to cost center 1057 Maintenance Contracts base budget.

Budget Justification: The budget office has been consolidating application software maintenance contracts from various departments into the IT Application Support cost center 1057 over the last couple of years. These funds need to be added to the 1057 base budget for Maintenance Contracts to account for the additional expenditures required to fulfill the additional contracts. See the spreadsheet attached to the base budget for 1057.7825 for a complete list of annual maintenance contracts funded in this cost center.

Impact on Budget: These funds need to be permanently added to the base budget for 1057.7825.

Budget Mandate Desc: The consolidation of application software maintenance contracts from various departments into cost center 1057 has been mandated by county management.

Sustainability Information:

Business Case Budget Request

Company	00001	General							
Branch Office	CMS	Information Technology							
Division	FIM	Mgmt. Information Serv.							
Business Unit	1057	IT Application Support							
Sub Ledger	10571702	Application Consulting							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
7635	Consultant Services	Y	75,000.00					75,000.00	
		TOTAL	75,000.00					75,000.00	

Description of Request: General application consulting funds needed for anticipated and unanticipated professional services to provide subject matter expertise and/or staff augmentation thru out the year. The amount budgeted for is an estimate of 300 hours of consulting services at \$250 per hour.

Budget Justification: It is generally necessary to augment IT staff with consultants and subject matter experts for successful project implementation. Specific situations requiring staff augmentation arise thru out the year that cannot be anticipated, however, several projects are identified for 2017 that will benefit from 3rd party SME's including the Virtual Permit Center for CEDD and Requisition Self Service enhancements for Purchasing.

Impact on Budget: None

Budget Mandate Desc:

Sustainability Information:

Business Case Budget Request

Company 00001 General
Branch Office CMS Information Technology
Division FIM Mgmt. Information Serv.
Business Unit 1057 IT Application Support
Sub Ledger 10571703 Accela Mobile Licenses

		Current Yr	2017	2018	2019	2020	2021	
Object	Description	One-Time Cost						Total
7562	Software and Licensing	Y	20,000.00					20,000.00
		TOTAL	20,000.00					20,000.00

Description of Request: Additional Accela Mobile Office licenses needed. This software is used by CEDD and Transportation field inspectors.

Budget Justification: Continued usage expansion of the Accela Mobile Office products requires more licenses. Currently the county owns 20 licenses. This request is to purchase an additional 5 pack to accommodate additional inspectors using this software.

Impact on Budget: Will increase the Accela annual software maintenance accordingly.

Budget Mandate Desc:

Sustainability Information:

Business Case Budget Request

Company	00001	General
Branch Office	CFM	Facility Planning & Operations
Division	FAC	Facility Planning & Operations
Business Unit	1063	FO-Flatrock Training Facility
Sub Ledger	10631701	Storm Water Control

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7820	Infrastruc Rep & Maint	Y	30,000.00					30,000.00
9055	Buildings							
		TOTAL	30,000.00					30,000.00

Description of Request: Strom water control measures to prevent erosion.

Budget Justification: Ongoing work to install rip rap rock and rock waddles to prevent erosion on steep slopes and areas that have a tendency to wash during weather events.

Impact on Budget: The cost of the project

Budget Mandate Desc:

Sustainability Information: None. This will prevent additional storm water damage.

Business Case Budget Request

Company	00001	General
Branch Office	CFM	Facility Planning & Operations
Division	FAC	Facility Planning & Operations
Business Unit	1071	FO - Justice Center
Sub Ledger	10711706	Re-finish Judges Benches Ph1

		Current Yr	2017	2018	2019	2020	2021	Total
Object	Description	One-Time Cost						
7845	Building Repair & Maint		180,000.00					180,000.00
		TOTAL	180,000.00					180,000.00

Description of Request: Re-finish 12 Judges benches in Phase 1

Budget Justification: The finish on the caps of the Judges benches has worn down to the point that they can not be cleaned properly. The stain looks uneven and oils from peoples skin are leaving marks that cannot be removed.

Impact on Budget: Cost of project.

Budget Mandate Desc:

Sustainability Information:

Business Case Budget Request

Company	00001	General
Branch Office	CFM	Facility Planning & Operations
Division	FAC	Facility Planning & Operations
Business Unit	1077	FO - Government Center
Sub Ledger	10771702	Fleet Room Mezzanine System

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7845	Building Repair & Maint	Y	40,000.00					40,000.00
9055	Buildings							
		TOTAL	40,000.00					40,000.00

Description of Request:

Installation of Mezzanine in fleet room/ grounds shop.

Budget Justification:

Adding 500 square feet of mezzanine will provide a cleaner more organized and efficient fleet room. Right now we are storing grounds equipment in other parts of the building as we have run out usable space in the fleet room/ grounds area.

Impact on Budget:

Cleaner, more efficient and organized fleet room/ grounds shop. Less time spent searching for parts and equipment that are now spread through out buildings.
Cost of project.

Budget Mandate Desc:

Sustainability Information:

None

Business Case Budget Request

Company	00001	General
Branch Office	CFM	Facility Planning & Operations
Division	FAC	Facility Planning & Operations
Business Unit	1077	FO - Government Center
Sub Ledger	10771705	Maintenance Storage Units

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7565	Minor Equipment	Y	10,000.00					10,000.00
9055	Buildings							
		TOTAL	10,000.00					10,000.00

Description of Request: Organizational storage units and supplies for maintenance areas. With the building becoming older and on hand parts supplies growing we need shelving units, parts bins and racking units. With the addition of these units we will become a more organized and efficient team and be able to visibly monitor on hand stock of items.

Budget Justification: While stocking more parts on hand we need an organized storage solution. This will help with inventory, equipment down time and will reduce time searching for parts and supplies.

Impact on Budget: Cost of project.

Budget Mandate Desc:

Sustainability Information: None

Business Case Budget Request

Company	00001	General							
Branch Office	CFM	Facility Planning & Operations							
Division	FAC	Facility Planning & Operations							
Business Unit	1077	FO - Government Center							
Sub Ledger	10771707	Appliance Replacement							
			Current Yr	2017	2018	2019	2020	2021	
Object	Description	One-Time Cost							Total
7460	Repair & Maint Supplies								
7565	Minor Equipment	Y	35,000.00						35,000.00
		TOTAL	35,000.00						35,000.00

Description of Request: Replacement of discontinued and unsupported appliances microwaves and dishwashers

Budget Justification: Existing microwaves and dishwasher models are no longer supported by the manufacture. Replacement parts and support for these products are limited.

Impact on Budget: Price of project.

Budget Mandate Desc:

Sustainability Information: Replace with higher efficiency models.

Business Case Budget Request

Company	00001	General
Branch Office	CFM	Facility Planning & Operations
Division	FAC	Facility Planning & Operations
Business Unit	1077	FO - Government Center
Sub Ledger	10771708	South elevator room HVAC

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7460	Repair & Maint Supplies	Y	6,000.00					6,000.00
		TOTAL	6,000.00					6,000.00

Description of Request: South elevator room air-conditioning unit is in need of replacement.

Budget Justification: Existing unit is out of date and unsupported by manufacture and vendors. We need to keep this room at consistent temperatures throughout the seasons in order for the elevators to run properly.

Impact on Budget: Cost of project

Budget Mandate Desc:

Sustainability Information: None

Business Case Budget Request

Company	00001	General
Branch Office	CLP	Planning & Development
Division	PLN	Planning & Development
Business Unit	1081	Long Range Strategic Planning
Sub Ledger	10811701	Other Communications

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7965	Other Communications		900.00	900.00	900.00	900.00	900.00	4,500.00
		TOTAL	900.00	900.00	900.00	900.00	900.00	4,500.00

Description of Request: Request for \$900 increase to other communication budget for cell phone stipends.

Budget Justification: Since staff has grown, additional funding is necessary to allow communication regarding critical issues, especially when after hours and when completing projects and tasks off-site.

Impact on Budget: Increase of \$900 per year

Budget Mandate Desc:

Sustainability Information: Allowing staff to communicate regarding work projects when after hours and away from office will increase efficiency and production.

Business Case Budget Request

Company	00001	General
Branch Office	CLP	Planning & Development
Division	PLN	Planning & Development
Business Unit	1081	Long Range Strategic Planning
Sub Ledger	10811702	Folding machine

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7920	Equipment Rental		6,648.00	6,648.00	6,648.00	6,648.00	6,648.00	33,240.00
		TOTAL	6,648.00	6,648.00	6,648.00	6,648.00	6,648.00	33,240.00

Description of Request: Pitney Bowes DI500 Folding and Stuffing Machine: lease \$554 monthly for 60 months.

Budget Justification: Notices/letters regarding Long Range Strategic Planning Projects are sent out to citizens, businesses, referral agencies, etc. The mailing list often includes thousands of recipients. This machine ensures that the Office values high performing and fiscally responsible government by reducing staff time and efficiently notifying interested parties. We are discussing with IT to understand which budget it should be requested. More info 8/16

Impact on Budget: \$6,648 annually for 5 years for a total of \$33,240.

Budget Mandate Desc:

Sustainability Information: This machine will better allow us to reduce staff time and efficiently notify interested parties.

Business Case Budget Request

Company	00001	General
Branch Office	CLP	Planning & Development
Division	PLN	Planning & Development
Business Unit	1081	Long Range Strategic Planning
Sub Ledger	10811703	Color Printer

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7920	Equipment Rental		3,000.00	3,000.00	3,000.00	3,000.00		12,000.00
		TOTAL	3,000.00	3,000.00	3,000.00	3,000.00		12,000.00

Description of Request: An additional color printer is needed on the 3rd floor. Printer would be a lease of \$250 monthly for 48 months. We are discussing with IT to understand which budget it should be requested. More info 8/16

Budget Justification: Notices, letters regarding Long Range Strategic Planning Projects, public meeting material, plan documents need to be printed to provide information to citizens, businesses, referral agencies, etc. There is often a back log of documents needing printed on the color printer. This machine ensures that the Office values high performing fiscally responsible government by reducing staff time and operating more efficiently.

Impact on Budget: \$3000/year

Budget Mandate Desc:

Sustainability Information: This machine will allow us to reduce staff time and operate more efficiently.

Business Case Budget Request

Company	00001	General
Branch Office	CLP	Planning & Development
Division	PLN	Planning & Development
Business Unit	1081	Long Range Strategic Planning
Sub Ledger	10811704	Color plotter/scanner

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7920	Equipment Rental		3,042.00	2,967.12	2,967.12	2,967.12	2,967.12	14,910.48
		TOTAL	3,042.00	2,967.12	2,967.12	2,967.12	2,967.12	14,910.48

Description of Request:

HP T3500ps
2-3 D size per minute
Ink jet process
Color plotter and scanner
2 500 ft rolls
Mechanical stacker
Plot onto various types of media

Budget Justification:

The Office of Long Range Strategic Planning often prints large format maps for public meetings. After the meeting, it is often necessary to scan the maps back in with additional comments that have been written on them by stakeholders and the public. Currently this is not possible with the plotter we have available as it is only a printer. We are discussing with IT to understand which budget it should be requested. More info 8/16.

Impact on Budget:

0 down, \$FMV Buyout option at end of Term
One time \$75 Lease Processing Fee
Lease payment includes freight and installation.
36 Month Term \$370.90/Month
or
60 Month Term \$247.26/Month

Budget Mandate Desc:

Sustainability Information:

This machine will reduce staff time and allow us to complete all tasks required without having to find workarounds.

Business Case Budget Request

Company	00001	General							
Branch Office	CLP	Planning & Development							
Division	PLN	Planning & Development							
Business Unit	1081	Long Range Strategic Planning							
Sub Ledger	10811705	Dev. Code Update Consultant							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
7635	Consultant Services	Y	50,000.00					50,000.00	
7685	Other Professional Serv								
		TOTAL	50,000.00					50,000.00	

Description of Request: Hire qualified consultant to provide an economic impact and feasibility analysis on the County' s existing TDR and Cluster Zoning to ensure market compatibility and to maximize key land preservation and economic development opportunities. This activity also includes the development of the new District Plan Mixed Use zone category to allow for agritourism, important farmland/sensitive land preservation, and high-quality of life for residents via the promotion of local systems and destination tourism.

Budget Justification: The District Plan area is envisioned as a TDR sending and receiving area; additionally, changes in market forces since the TDR program was first developed necessitate re-calibrating the program to meet the market and use the program to meet conservation goals. The District Plan Mixed Use zone will break down existing barriers for this type of emerging economic driver, and support a high quality of life and food access for county residents.

Impact on Budget: \$50,000. This study will allow for cost savings over time as the development community helps to achieve open space and prime farmland preservation. Additionally, by better aligning the TDR program with market forces, there is great potential to guide high-quality development to the County in desirable areas, thus increasing revenue and reducing the provision of services. We'll work with Community & Economic Development as they do their code amendments to leverage cost savings and efficiency. More info 8/16

Budget Mandate Desc: Both work products are key Comprehensive Plan implementation objectives; the TDR program needs to be updated as a part of the development of the District Plan Mixed Use zone category and has larger implications and use county-wide and prior to the re-evaluation/re-authorization of the Parks and Open Space sales tax.

Sustainability Information: Both the code evaluation and revisions for the TDR program and the development of the District Plan Mixed Use zone promote sustainable, low impact development patterns, innovative and sustainable water use and farming practices, multi-modal transportation options, and the preservation of prime and sensitive lands by the development community. The Office of Sustainability has endorsed the District Plan as a key implementation tool to the County' s Sustainability Plan.

Business Case Budget Request

Company	00001	General							
Branch Office	CLP	Planning & Development							
Division	PLN	Planning & Development							
Business Unit	1081	Long Range Strategic Planning							
Sub Ledger	10811706	Hazard Mitigation Plan Update							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
7635	Consultant Services	Y	75,000.00					75,000.00	
		TOTAL	75,000.00					75,000.00	

Description of Request:

This work product will be to hire a qualified consultant to provide assistance to staff in the mandated update of the County s Hazard Mitigation Plan (due 12/2017). The Consultant is anticipated to cost \$75,000.

Budget Justification:

This required update is mandated every 5 years by FEMA and SEMA to allow the county and the county s jurisdictions to be eligible for federal funding in the case of a natural disaster.

Impact on Budget:

The financial impact for the consultant contract is \$75,000. This may be off-set with grant funding. The benefit to the county is of a high financial magnitude as the maintenance of the plan and compliance with the update and adoption schedule allows the county to be eligible for state and federal funds for remediation and to address emergency situations. The Plan also allows for mitigation funding addressing weaknesses and threats to people and property as identified in the plan.

Budget Mandate Desc:

The County is mandated by the state and federal government to have a Hazard Mitigation Plan and to update it every five years. The Hazard Mitigation Plan is also an important element of the Comprehensive Plan.

Sustainability Information:

Proper planning for hazard mitigation and promoting resiliency through best practices in terms of emergency preparedness and communications systems, land use siting, codes, processes and policies promotes sustainability by limiting the impact of disaster situations on the lives and property of those living in the county. The Plan itself provides financial safety networks in terms of ensuring the county remains eligible for mitigation and recovery funding sources.

Business Case Budget Request

Company	00001	General							
Branch Office	CLP	Planning & Development							
Division	PLN	Planning & Development							
Business Unit	1081	Long Range Strategic Planning							
Sub Ledger	10811707	Comp Plan Implementation fund							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
7685	Other Professional Serv	Y	170,000.00					170,000.00	
		TOTAL	170,000.00					170,000.00	

Description of Request: Implementation of the Adams County Comprehensive Plan and sub-area plans. This includes \$100,000 in local grant match funds to leverage \$500,000 in federal funds, ULI and other forums and tours, and grant matching funds for Invest Health activities. We are currently working with transportation, inter-governmental relations manager, and parks to prioritize a preliminary list of 4 projects which may include trail, sidewalk installation, Federal Blvd. enhancements, and Sheridan station enhancements.

Budget Justification: This funding allows for strategic implementation of the county 's comprehensive plans, strategic data-driven decision-making, allows the county to provide accountability to the public, improves the quality of life and civic engagement of residents, and to encourage sustainable development patterns and trends county-wide. Many of the economic components have a high return rate for the county by bringing in quality jobs, development and economic development opportunities. More info will be available 8/16

Impact on Budget: \$170,000

Budget Mandate Desc: County has a responsibility to develop and implement comprehensive plans.

Sustainability Information: These work activities promote compact and sustainable development patterns and a high quality of life for residents.

Business Case Budget Request

Company	00001	General							
Branch Office	CLP	Planning & Development							
Division	PLN	Planning & Development							
Business Unit	1081	Long Range Strategic Planning							
Sub Ledger	10811708	Neighborhood Toolkit Funding							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
7685	Other Professional Serv		50,000.00					50,000.00	
		TOTAL	50,000.00					50,000.00	

Description of Request: This emerged as a Top 40 project for the Making Connections Plan and is intended to be a flexible, competitive funding source for neighborhoods and neighborhood programs. Community groups may competitively apply for mini-grants for art programs, place making, park facilities, beautification and other community-building programs. Also includes leadership and recognition programs.

Budget Justification: Through the flexible neighborhood tool kit funding, Adams County residents have the opportunity to engage with one another to build capacity and address opportunities and issues that are important to the local community- such as cleaning up the neighborhood and connecting residents to the resources they need to have better lives. Each mini-grant is unique, and tailored to the neighborhood' s needs and goals. Studies show a tremendous return on investment in terms of property values and maintenance.

Impact on Budget: \$50,000 pilot includes approximately:
Mini-grants: \$25,000 to be distributed competitively
Annual recognition programs and plaques (annual dinner/fiesta; National Night Out; yard of the month, etc.)\$12,500
Walking tours and history and art installations \$6,250
Leadership academy and training opportunities \$6,250

Budget Mandate Desc: This program is a continuation and implementation of the Imagine Adams County Comprehensive Plan, neighborhood plans, and fulfils many of the objectives of the County' s Strategic Plan.

Sustainability Information: This program has a positive impact on the environment and community health of the county' s neighborhoods and promotes positive interactions among residents and the county. Such engagement programs are also empirically known to reduce crime and promote property maintenance and property values through community engagement and neighborhood stabilization.

Business Case Budget Request

Company	00001	General							
Branch Office	CLP	Planning & Development							
Division	PLN	Planning & Development							
Business Unit	1081	Long Range Strategic Planning							
Sub Ledger	10811709	Comprehensive Plan Update							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
7635	Consultant Services	Y	250,000.00					250,000.00	
		TOTAL	250,000.00					250,000.00	

Description of Request: This includes relevant updates to the 2012 Imagine Adams County Comprehensive Plan, including key studies and areas of opportunity to reflect growth patterns and economic opportunities (station areas, the National Western Stock Show, etc.) and an Aerotropolis Master Plan (regional cost-share possibility) to comprehensively and cohesively update future land use for Aerotropolis study area cross-jurisdictions: Total Cost: \$250,000. This includes consultant contracts.

Budget Justification: Passage of 1A in 2015 necessitates the thoughtful and multi-jurisdictional study of the land use, infrastructure, environmental, sustainability, economic development and other considerations key to planning for the Aerotropolis study area now that development will occur on and off-airport property. Other areas of opportunity in the County will also be updated in the Comprehensive Plan. These updates are necessitated by changing development and market patterns and forces, and employment and population growth

Impact on Budget: \$250,000

If not funded, we would like to have discussions regarding work program prioritization.

Budget Mandate Desc: The update of Imagine Adams County is needed to address changing market and other development forces and to be pro-active in terms of Aerotropolis opportunities

Sustainability Information: Ensuring the Comprehensive plan is updated allows for economic development and sustainable development in the county

Business Case Budget Request

Company	00001	General						
Branch Office	CLP	Planning & Development						
Division	PLN	Planning & Development						
Business Unit	1081	Long Range Strategic Planning						
Sub Ledger	10811710	Federal Blvd. PEL Study						
		Current Yr	2017	2018	2019	2020	2021	
Object	Description	One-Time Cost						Total
7685	Other Professional Serv	Y	500,000.00	500,000.00				1,000,000.00
		TOTAL	500,000.00	500,000.00				1,000,000.00

Description of Request: Federal Blvd. Corridor Planning and Environmental Linkages Study (PEL) 30% design: Total Cost: \$1,500,000; Adams County 's possible share: \$1,000,000 over an 18-24 month period (50% 2017 50% 2018). This work product will allow for a continuous streetscape design to effectively move multi-modal traffic safely and promote health and economic development.

Budget Justification: The Federal Blvd. PEL will allow for a multi-jurisdictionally approved streetscape design for Federal Blvd. from I-70 to US 36. The planning process will allow the County and partners (Westminster, CDOT and Denver) to be eligible for grant funds for future design and construction.

Impact on Budget: \$500,000 in 2017
\$500,000 in 2018

Budget Mandate Desc: Smooth and safe transitions on roadways through jurisdictions are called for by the County' s Transportation and Comprehensive Plans. This will also allow for ADA transition and complete street implementation on this important corridor.

Sustainability Information: This will allow the county to be eligible for infrastructure grants in the future, and will enhance safety, health and multi-modal connectivity for the Federal corridor.

Business Case Budget Request

Company	00001	General							
Branch Office	CLP	Planning & Development							
Division	PLN	Planning & Development							
Business Unit	1081	Long Range Strategic Planning							
Sub Ledger	10811711	Community Meetings							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
7325	Business Meetings		6,700.00	6,700.00	6,700.00	6,700.00	6,700.00	33,500.00	
		TOTAL	6,700.00	6,700.00	6,700.00	6,700.00	6,700.00	33,500.00	

Description of Request: The Community Liaison position has been tasked to create a connected neighborhoods network in order to increase the county' s engagement and communication efforts. The Office has also taken over planning and facilitation of Town Halls. In order to engage the public and create two-way information channels, meetings with the community will be required.

Budget Justification: For 2017, we anticipate holding 35 public meetings which include a variety of groups including United Neighborhoods, other community groups, youth groups, town hall meetings, etc. For each of these meetings, meeting space is required (average cost of \$150/meeting). Refreshments are also sometimes provided. Translation/interpretation services, advertisements, and postcard mailings are reported separately.

Impact on Budget: \$6700

Budget Mandate Desc: On March 15, 2016 the County Commissioners adopted the following customer service experience mission statement: Where everyone we serve feels cared for, listened to, respected, and important. This work program encapsulates the County Commissioner' s call to respond and engage residents in a meaningful way.

Sustainability Information: Community engagement and collective initiatives will allow residents' community organizations, local businesses, and Adams County to leverage resources by aligning with other entities to serve a shared community population. Larger sophisticated partnerships are also often awarded substantially larger grants. Best of all these initiatives often enable the community to absorb overall responsibility of their focused efforts and it generates a sophisticated communications network.

Business Case Budget Request

Company	00001	General
Branch Office	CLP	Planning & Development
Division	PLN	Planning & Development
Business Unit	1081	Long Range Strategic Planning
Sub Ledger	10811712	Translation/Interpretation

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7665	Interpreting Services		16,000.00	16,000.00	16,000.00	16,000.00	16,000.00	80,000.00
		TOTAL	16,000.00	16,000.00	16,000.00	16,000.00	16,000.00	80,000.00

- Description of Request:

Many Adams County residents do not speak English. For this reason, it is necessary to offer printed material in other languages and offer interpretation services at public meetings to equitably engage and communicate with the community, etc.
- Budget Justification:

Community meetings require interpretation services as the county begins to me be more inclusive to the residents it serves. The amount requested includes translation services at 22 meetings and assistance with translating 22 written postcards/flyers/brochures.
- Impact on Budget:

\$16,000
- Budget Mandate Desc:

Translation services are necessary in order to be able to meet the Commissioner's goal of Adams County being a place "Where everyone we serve feels cared for, listened to, respected, and important.
- Sustainability Information:

Offering translation services ensures that all residents can participate in meetings and decisions while ensuring that the communication is effective and efficient.

Business Case Budget Request

Company	00001	General
Branch Office	CLP	Planning & Development
Division	PLN	Planning & Development
Business Unit	1081	Long Range Strategic Planning
Sub Ledger	10811713	Community Tool Kit Trailers

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7565	Minor Equipment		6,000.00	6,000.00	6,000.00	6,000.00		24,000.00
		TOTAL	6,000.00	6,000.00	6,000.00	6,000.00		24,000.00

Description of Request: The community tool kit trailers will provide residents the necessary supplies to have a neighborhood clean up day, a pop up park, gardening/community garden starter, or block party (4 trailers in 4 years). These tools will help to increase engagement and create a sense of place.

Budget Justification: Creating a community lending option is a great way to engage our community. These kits would allow residents to check them out in order to do different activities within the community to help increase engagement and increase the sense of community within Adams County.

Impact on Budget: \$6,000 for first year pilot program with 1 trailer, if program is successful, we would like to add 1 trailer per year until we reach the desired 4 trailers

Budget Mandate Desc: This will help to create a connected neighborhoods network in order to increase the county s engagement and communication efforts. This is one of the goals of the Neighborhood Liaison.

Sustainability Information: The Community Tool Kit Trailers will help communities to complete their own neighborhood clean ups, parks, gardens, etc. to help improve the health and quality of life in Adams County. The hope is that this program will eventually become self sustainable through fees paid to rent the trailers.

Business Case Budget Request

Company	00001	General
Branch Office	CLP	Planning & Development
Division	PLN	Planning & Development
Business Unit	1081	Long Range Strategic Planning
Sub Ledger	10811714	Claim my neighborhood

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7685	Other Professional Serv	Y	6,500.00					6,500.00
		TOTAL	6,500.00					6,500.00

Description of Request: Map initiative where large maps are printed out and people can claim their neighborhoods and write about neighborhood past and future. Includes 2 interactive electronic kiosks that can be moved to rotating locations that will allow citizens to access various maps, draw what they feel are their neighborhood boundaries or to point out areas of concern, access Eye On Adams, etc. and email the information or maps to themselves and/or us

Budget Justification: Citizens have expressed a desire to have more information about their neighborhood's past and express their desires for what it should be in the future. They have also indicated that they do not know which neighborhood they are in or that the neighborhood boundaries that we have are not accurate.

Impact on Budget: \$6,500

1 kiosk at \$6,500 for first year pilot

Budget Mandate Desc: This will help to increase community engagement and create a sense of place for the residents of the neighborhoods.

Sustainability Information: This initiative will help to preserve information that might otherwise be in jeopardy of being lost as well as helping to align the county's and the residents' goals for the future.

Business Case Budget Request

Company	00001	General
Branch Office	CLP	Planning & Development
Division	PLN	Planning & Development
Business Unit	1081	Long Range Strategic Planning
Sub Ledger	10811715	Meeting Equipment

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7565	Minor Equipment	Y	2,180.00					2,180.00
		TOTAL	2,180.00					2,180.00

Description of Request: Outdoor tent, small folding table, and 4 folding chairs for outdoor events.

Two wireless, battery operated speakers and two mics w/ rolling cart and extra battery packs for public meeting facilitation.

Budget Justification: Outdoor meeting spaces require small tables and a small pop up tent: staff can stay long periods of time in different outdoor/indoor locations. Two wireless, battery operated speakers and two mics w/ rolling cart and extra battery packs for public meeting facilitation. This will allow the office to hold meetings at any facility so as to better reach the public where they live and work. The office will also have a reservation and renting policy for other county departments to utilize the equipment

Impact on Budget: \$2180

Tent: \$700
Table: \$200
Chairs: \$80
Speakers and Microphone: \$1200

Budget Mandate Desc: Equipment is necessary to facilitate meetings and ensure they are effective and efficient.

Sustainability Information: The office will also have a reservation and renting policy for other county departments to utilize the equipment.

Business Case Budget Request

Company	00001	General
Branch Office	CLP	Planning & Development
Division	PLN	Planning & Development
Business Unit	1081	Long Range Strategic Planning
Sub Ledger	10811716	External Printing

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
8025	Printing External		14,000.00	14,000.00	14,000.00	14,000.00	14,000.00	70,000.00
		TOTAL	14,000.00	14,000.00	14,000.00	14,000.00	14,000.00	70,000.00

Description of Request: It is often necessary to have an external printer print postcards, copies of plans (Comprehensive Plan and sub-area plans), brochures, etc. to inform the public on various plans or initiatives that the Office of Long Range Strategic Planning is working on in their area.

Budget Justification: Using external printers for postcards, brochures, plans, etc. allows for effective and efficient communication with the public regarding important issues, plans, etc. The current budget of \$2000 per year is not sufficient; we are requesting an increase. Each mailing of 52,000 postcards (size of the Making Connections mailing list) was approximately \$3,000. Upcoming plans including Aerotropolis will be at least as large and at least 3-4 mailings will be needed. Printing copies of plans is also necessary.

Impact on Budget: Increase of \$14000

Budget Mandate Desc: Some of the communications are legally required. Others help to promote a transparent government.

Sustainability Information: Sending postcards, printing brochures, and providing copies of plans helps to ensure the public is aware of what is happening in their county.

Business Case Budget Request

Company	00001	General
Branch Office	CLP	Planning & Development
Division	PLN	Planning & Development
Business Unit	1081	Long Range Strategic Planning
Sub Ledger	10811717	Membership Dues

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7760	Membership Dues		2,220.00	2,220.00	2,220.00	2,220.00	2,220.00	11,100.00
		TOTAL	2,220.00	2,220.00	2,220.00	2,220.00	2,220.00	11,100.00

Description of Request:	Membership dues are required to maintain certifications and to participate in training seminars
Budget Justification:	APA membership: \$1600/year for 4 staff members Urban Land Institute membership: \$220/year for 1 staff member ECO District membership: \$150/year for 1 staff member Neighborhoods USA Membership: \$250/year for 1 staff member
Impact on Budget:	\$2220 Increase
Budget Mandate Desc:	Professional memberships are required to maintain accreditations and participate in training seminars
Sustainability Information:	NA

Business Case Budget Request

Company	00001	General							
Branch Office	CLP	Planning & Development							
Division	PLN	Planning & Development							
Business Unit	1081	Long Range Strategic Planning							
Sub Ledger	10811718	Education and Training							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
7745	Education & Training		7,200.00	7,200.00	7,200.00	7,200.00	7,200.00	36,000.00	
		TOTAL	7,200.00	7,200.00	7,200.00	7,200.00	7,200.00	36,000.00	

Description of Request:

Funds are needed to allow 4 staff members to attend training conferences and educational classes.

Budget Justification:

Conferences include American Planning Association Local and National conferences, ULI Conferences, NUSA Conference, etc.

Impact on Budget:

\$7200

2017 APA Colorado State Conference Telluride, CO \$340 x4 \$1,360
National APA Conference New York, NY \$850 x3 \$2,550
ULI Conferences Seattle, WA \$675 x2 \$1,350
ECO Conference Denver, CO \$150 x1 \$150
NUSA Conference Omaha NE \$200 x1 \$200
Allowance for local workshops \$1,500

Budget Mandate Desc:

It is necessary for staff to attend conferences to ensure they understand current trends and thoughts on current topics and issues in their fields.

Sustainability Information:

Education will help staff ensure they are working effective and efficiently which will benefit both the county and the citizens.

Business Case Budget Request

Company	00001	General
Branch Office	CLP	Planning & Development
Division	PLN	Planning & Development
Business Unit	1081	Long Range Strategic Planning
Sub Ledger	10811719	Travel and Transportation

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7320	Travel & Transportation		13,100.00	13,100.00	13,100.00	13,100.00	13,100.00	65,500.00
		TOTAL	13,100.00	13,100.00	13,100.00	13,100.00	13,100.00	65,500.00

Description of Request: Air, lodging, and per diem for business trips which include conferences, training seminars, etc.

Budget Justification: Air, lodging, and per diem for business trips which include conferences, training seminars, etc.

Impact on Budget: \$13,100 increase

The below totals include airfare, hotel, and per diem

2017 APA Colorado State Conference Telluride, CO	\$405.50	x4	\$1,622
National APA Conference New York, NY	\$2,377	x3	\$7,131
ULI Conferences Seattle, WA	\$1,684	x2	\$3,368
NUSA Conference Omaha NE	\$935	x1	\$935

Budget Mandate Desc: Air, lodging, and per diem for business trips which include conferences, training seminars, etc.

Sustainability Information: Air, lodging, and per diem for business trips which include conferences, training seminars, etc.

Business Case Budget Request

Company	00001	General
Branch Office	CLP	Planning & Development
Division	PLN	Planning & Development
Business Unit	1081	Long Range Strategic Planning
Sub Ledger	10811720	Complete Streets Standards

		Current Yr	2017	2018	2019	2020	2021	Total
Object	Description	One-Time Cost						
7685	Other Professional Serv		175,000.00					175,000.00
		TOTAL	175,000.00					175,000.00

- Description of Request:

Develop a policy as well as a set of updated street standards for all types of streets to promote a network of complete streets to provide safe and reliable transportation for all users. Will include engineering standards for streets, bicycle and pedestrian facilities, and tree lawns utilizing low impact design.
- Budget Justification:

This request will be coordinated with the transportation department. Complete streets is one of the top 10 priorities identified in the Making Connections in Southwest Adams County Planning and Implementation Plan. More information 8/16.
- Impact on Budget:

\$175,000
- Budget Mandate Desc:

The county's strategic plan includes investment in safe, reliable infrastructure.
- Sustainability Information:

Complete streets are sustainable in that they allow for safe multi-modal transportation options for all users. Emergency response and other safety considerations will also be included in street design standards, as will low impact design options to address storm water and other opportunities for more sustainable design.

Business Case Budget Request

Company 00001 General
Branch Office CLP Planning & Development
Division PLN Planning & Development
Business Unit 1082 PLN- Development Review
Sub Ledger 10821701 Contract Labor

		Current Yr	2017	2018	2019	2020	2021	
Object	Description	One-Time Cost						Total
7635	Consultant Services	Y	45,000.00					45,000.00
		TOTAL	45,000.00					45,000.00

Description of Request: We got to have this because we just really got to have it!

Budget Justification: ...

Impact on Budget: ...

Budget Mandate Desc:

Sustainability Information: ...

Business Case Budget Request

Company	00001	General
Branch Office	CFM	Facility Planning & Operations
Division	FAC	Facility Planning & Operations
Business Unit	1111	Parks Facilities
Sub Ledger	11111701	Insulation replacment

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7845	Building Repair & Maint	Y	100,000.00					100,000.00
9055	Buildings							
		TOTAL	100,000.00					100,000.00

Description of Request: Replace interior insulation on Al Lessor and Exhibit Hall

Budget Justification: Insulation is old, falling down, discolored and mismatched due to its age and is an eye sore in general.

Impact on Budget: Cost of project.

Budget Mandate Desc:

Sustainability Information: None

Business Case Budget Request

Company 00001 General
Branch Office CFM Facility Planning & Operations
Division FAC Facility Planning & Operations
Business Unit 1111 Parks Facilities
Sub Ledger 11111704 Utility Location Survey

		Current Yr	2017	2018	2019	2020	2021	
Object	Description	One-Time Cost						Total
7685	Other Professional Serv	Y	100,000.00					100,000.00
9110	Improv Other Than Bldgs							
		TOTAL	100,000.00					100,000.00

Description of Request: Utility locates for the entire Regional Parks

Budget Justification: Additional funding needed for Utility Locates

Impact on Budget: \$100,000.00

Budget Mandate Desc:

Sustainability Information:

Business Case Budget Request

Company 00001 General
Branch Office CFM Facility Planning & Operations
Division FAC Facility Planning & Operations
Business Unit 1112 FO-Sheriff HQ/Coroner Building
Sub Ledger 11121701 Conference room blinds

		Current Yr	2017	2018	2019	2020	2021	
Object	Description	One-Time Cost						Total
7845	Building Repair & Maint	Y	7,000.00					7,000.00
		TOTAL	7,000.00					7,000.00

Description of Request: Replacement blinds at Sheriff's headquarters community conference room.

Budget Justification: Requesting the funds to replace the remaining blinds at the Sheriff's and Coroner's building in the community conference room. Existing blinds are 10 years old and are not functioning properly, Replacement parts are obsolete.

Impact on Budget: One time cost .

Budget Mandate Desc:

Sustainability Information:

Business Case Budget Request

Company 00001 General
Branch Office CFM Facility Planning & Operations
Division FAC Facility Planning & Operations
Business Unit 1112 FO-Sheriff HQ/Coroner Building
Sub Ledger 11121702 Exterior glass- SHQ/COR

		Current Yr	2017	2018	2019	2020	2021	
Object	Description	One-Time Cost						Total
7845	Building Repair & Maint	Y	5,000.00					5,000.00
		TOTAL	5,000.00					5,000.00

Description of Request: Replacement of exterior glass at SHQ/COR with low-e failure.

Budget Justification: Requesting the funds to replace the exterior panes of glass at Sheriff's and Coroner's facility that have low-e failure, seal failure.

Impact on Budget: One time cost.

Budget Mandate Desc:

Sustainability Information:

Business Case Budget Request

Company 00001 General
Branch Office CFM Facility Planning & Operations
Division FAC Facility Planning & Operations
Business Unit 1112 FO-Sheriff HQ/Coroner Building
Sub Ledger 11121703 Skylight panels at SHQ/COR

		Current Yr	2017	2018	2019	2020	2021	
Object	Description	One-Time Cost						Total
7845	Building Repair & Maint	Y	8,500.00					8,500.00
		TOTAL	8,500.00					8,500.00

Description of Request: Replacement skylight panels at the Sheriff's and Coroner's building.

Budget Justification: The current skylight panels installed are 10 years old and have started to yellow due to consistent exposure from the sun, And are becoming brittle.

Impact on Budget: One time cost.

Budget Mandate Desc:

Sustainability Information:

Business Case Budget Request

Company	00001	General
Branch Office	CFM	Facility Planning & Operations
Division	FAC	Facility Planning & Operations
Business Unit	1112	FO-Sheriff HQ/Coroner Building
Sub Ledger	11121706	SHQ-Lawn edging replacement

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7815	Grounds Maintenance	Y	6,500.00					6,500.00
7845	Building Repair & Maint							
		TOTAL	6,500.00					6,500.00

Description of Request: SHQ-Replace steel lawn edging in the landscaped areas with concrete edging.

Budget Justification: Replace the current steel lawn edging that is rusted, damaged, The grass has become very healthy and has thick soil base and has over grown the 4" steel edging to the point that the steel edging is no longer tall enough maintain the grass properly. recommend removing all steel edging and installing taller concrete edging to keep the over growth out of Xeriscaped areas and eliminate the sharp edges from the current metal edging.

Impact on Budget: Cost to remove all damaged steel lawn edging and replace with concrete.

Budget Mandate Desc:

Sustainability Information:

Business Case Budget Request

Company 00001 General
Branch Office CFM Facility Planning & Operations
Division FAC Facility Planning & Operations
Business Unit 1114 FO - District Attorney Bldg.
Sub Ledger 11141701 Tree Replacement

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7815	Grounds Maintenance		15,000.00					15,000.00
7845	Building Repair & Maint	Y						
		TOTAL	15,000.00					15,000.00

Description of Request: Replace trees that where damaged by late frost in 2015.

Budget Justification: Several trees were damaged and are dying or dead and need to be removed.

Impact on Budget: Cost of project.

Budget Mandate Desc:

Sustainability Information:

Business Case Budget Request

Company	00001	General
Branch Office	CFM	Facility Planning & Operations
Division	FAC	Facility Planning & Operations
Business Unit	1130	MM&R-Painting and Caulking
Sub Ledger	11301701	DF- Painting

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7845	Building Repair & Maint	Y	52,700.00					52,700.00
		TOTAL	52,700.00					52,700.00

Description of Request: DF-Laundry floor, Exterior doors, jambs, RTU/AHU, exhaust vent painting.

Budget Justification:

1. Re-coat the Laundry epoxy floor system.

2.Requesting the funds to paint the equipment that was painted with a latex based paint and is 17 years old, it has exceeded it's life expectancy. There is currently hail damage, fading and severe peeling exposing the equipment's bare metal to adverse weather conditions that will create rust. Recommend scraping, sanding, prime and paint units with an exterior 2 part epoxy machine grade paint to help prolong the life of the equipment and protect from the weather.

Impact on Budget: Cost of vendors labor to sand, scrape. prime and paint existing paint off then properly prime and paint using exterior paint.

Budget Mandate Desc:

Sustainability Information:

Business Case Budget Request

Company	00001	General
Branch Office	CFM	Facility Planning & Operations
Division	FAC	Facility Planning & Operations
Business Unit	1130	MM&R-Painting and Caulking
Sub Ledger	11301702	Coroner's Autopsy, sally port

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7845	Building Repair & Maint	Y	19,500.00					19,500.00
		TOTAL	19,500.00					19,500.00

Description of Request: Requesting the funds to re-coat the Sheriff's sally port floor, Boiler room floor and the Coroner's autopsy suite and sally port floor.

Budget Justification: Requesting the funds to repair surface cracks, and chips in the Autopsy suite that could harbor bacterial growth or bio- hazardous waste and recoat the Coroner's autopsy suite floor with anti slip epoxy, This will provide a safe and clean sanitary surface for technicians to conduct autopsy's.
Recommend recoating the Sheriff's and Coroner's sally port floor and Mechanical room floor to provide a clean durable surface.

Impact on Budget: Cost for Vendors labor and materials.

Budget Mandate Desc:

Sustainability Information:

Business Case Budget Request

Company	00001	General
Branch Office	CFM	Facility Planning & Operations
Division	FAC	Facility Planning & Operations
Business Unit	1130	MM&R-Painting and Caulking
Sub Ledger	11301703	DF-Site caulking

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7845	Building Repair & Maint	Y	72,000.00					72,000.00
		TOTAL	72,000.00					72,000.00

Description of Request:

DF-Exterior site caulking.

Budget Justification:

Site caulk sidewalks that are currently pulling away from the foundation, curbs, and areas that have large gaps and can create a trip hazard to the public and staff.

Site caulk recreational yards A-E concrete expansion joints, Currently all control joints have pulled away exposing the joints to freeze thaw cycles in which can damage the integrity of the concrete surface. A-E rec. yards have large enough gaps between the wall and the concrete slab that inmates are hiding contraband.

Impact on Budget:

Cost of vendors labor and material.

Budget Mandate Desc:

Sustainability Information:

Business Case Budget Request

Company	00001	General							
Branch Office	CFM	Facility Planning & Operations							
Division	FAC	Facility Planning & Operations							
Business Unit	1132	MM&R-Parking Lots							
Sub Ledger	11321701	DF- transport, main entry							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
7845	Building Repair & Maint	Y	150,000.00					150,000.00	
		TOTAL	150,000.00					150,000.00	

Description of Request: Detention Facility routine parking lot repairs and maintenance.

Budget Justification: Requesting the funds to insure that we provide a safe and physically sound parking lot for customers and staff. Recommend placing a concrete pad in the North and south customer parking lot area where snow removal processes are conducted to better handle the freeze thaw cycle, black top patch where required, crack fill, seal coat and re stripe the following areas transport upper parking, main customer parking lot. Concrete pad repairs in booking, A-E rec yards, Concrete curb and gutter repairs where needed

Impact on Budget: Cost of materials and labor.

Budget Mandate Desc:

Sustainability Information:

Business Case Budget Request

Company	00001	General							
Branch Office	ESP	Sheriff - Field/Admin.							
Division	SHA	Sheriff - Field/Admin.							
Business Unit	2004	Sheriff Training							
Sub Ledger	20041701	Training Overtime							
			Current Yr	2017	2018	2019	2020	2021	
Object	Description	One-Time Cost							Total
7010	Overtime			1,875.00					1,875.00
		TOTAL		1,875.00					1,875.00

Description of Request: Additional overtime for the Training Unit staff to conduct and/or oversee required POST training for Sheriff's Office certified employees.

Budget Justification: Overtime costs have increased for meeting the internal training needs of the certified staff in the Sheriff's Office.

Impact on Budget: \$1,875

Budget Mandate Desc:

Sustainability Information:

Business Case Budget Request

Company	00001	General							
Branch Office	CFM	Facility Planning & Operations							
Division	FAC	Facility Planning & Operations							
Business Unit	2009	FO - Sheriff Maintenance							
Sub Ledger	20091701	PWT-Medical, Booking							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
7845	Building Repair & Maint	Y	105,000.00					105,000.00	
		TOTAL	105,000.00					105,000.00	

Description of Request: Replacement of obsolete vacuum actuated toilet flushing system in medical, booking, holding cells with Programmed water technology (PWT).

Budget Justification: Requesting the funds to replace the obsolete vacuum actuated flushing system in medical, booking, and holding the parts for this equipment are getting harder to find to properly repair . Recommend replacing with Programmed water technology (PWT) flushing system. We currently have PWT in areas throughout the facility that has proven to be highly energy efficient and has showed large savings in the utilities.

Impact on Budget: Cost of project \$

Budget Mandate Desc:

Sustainability Information: Programmed water technology has been installed in certain areas throughout the facility and in the 1st year of use has reduced the overall water usage and has showed a large savings in the amount we pay for utilities.

Business Case Budget Request

Company	00001	General							
Branch Office	CFM	Facility Planning & Operations							
Division	FAC	Facility Planning & Operations							
Business Unit	2009	FO - Sheriff Maintenance							
Sub Ledger	20091707	Ground shop sand/oil seperator							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
7685	Other Professional Serv	Y	25,000.00					25,000.00	
		TOTAL	25,000.00					25,000.00	

Description of Request:

Engineering costs for installation of sand/oil separator in the grounds shop.

Budget Justification:

In order to comply with the City Of Brighton's best storm water practices, It has been recommended that a sand/oil separator be installed in the grounds shop for the purposes of having the ability to clean the equipment and trucks while properly containing the debris from washing such equipment from entering the City's storm drain.

Impact on Budget:

Engineering fees to determine overall costs.

Budget Mandate Desc:

Compliance with the City of Brighton's storm water practices by capturing all debris from washing and cleaning equipment from entering the storm water ways.

Sustainability Information:

Compliance with the City of Brighton's storm water practices by capturing all debris from washing and cleaning equipment from entering the storm water ways.

Business Case Budget Request

Company	00001	General							
Branch Office	CFM	Facility Planning & Operations							
Division	FAC	Facility Planning & Operations							
Business Unit	2009	FO - Sheriff Maintenance							
Sub Ledger	20091708	DF-Fire sprinkler system							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
7845	Building Repair & Maint	Y	21,500.00					21,500.00	
		TOTAL	21,500.00					21,500.00	

Description of Request: Fire and Life Safety-Replacement of damaged or painted sprinkler pendants.

Budget Justification: FIRE SAFETY- As per the City Of Brighton's fire inspector it was recommended in late 2015 after budget was submitted that all sprinkler pendants that were painted, spray pattern fins bent or altered in anyway be replaced.

Impact on Budget: One time cost of \$21,500.00

Budget Mandate Desc: It was recommended by the City Of Brighton's fire inspection in late 2015 that all fire sprinkler pendants that have been painted, spray pattern fins bent or altered in any way be replaced.

Sustainability Information:

Business Case Budget Request

Company	00001	General
Branch Office	CFM	Facility Planning & Operations
Division	FAC	Facility Planning & Operations
Business Unit	2009	FO - Sheriff Maintenance
Sub Ledger	20091710	Roof pipe insulation rplcmnt

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7845	Building Repair & Maint	Y	25,000.00					25,000.00
		TOTAL	25,000.00					25,000.00

Description of Request: Phase 2 of 3
Replacement of damaged exterior pipe insulation and wrap on the HVAC heating and cooling lines.

Budget Justification: Phase 2 of 3
Requesting the funds to replace the pipe insulation and jacketing on the exterior heating lines located on the roof. The jacketing is currently thin aluminum and the corners are plastic. The jacketing is currently 16 years old and is directly exposed to the weather conditions and is severely damaged in areas. The plastic coroners are hail damaged or have been removed due to needed repairs.
Recommend replacement on RTU 7-10, AHU 1, CRTU 7-10, Cooling tower, RTU 11, RTU 12, RTU 2, RTU 4.

Impact on Budget: Cost of vendors labor and materials.

Budget Mandate Desc:

Sustainability Information: Replacement insulation and jacketing will help reduce overall energy costs and protect the exterior piping from weather conditions.

Business Case Budget Request

Company	00001	General
Branch Office	CFM	Facility Planning & Operations
Division	FAC	Facility Planning & Operations
Business Unit	2009	FO - Sheriff Maintenance
Sub Ledger	20091711	Exterior stucco repairs

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7845	Building Repair & Maint		20,000.00					20,000.00
		TOTAL	20,000.00					20,000.00

Description of Request: Stucco repairs for A-E exterior walls.

Budget Justification: A-E exterior stucco is currently 33 years old and is in need of repairs. The control joints and other areas are deteriorating to the base coat due to age and weather. There are several areas that will need major repairs to be done right instead of continually patching from year to year. Recommending that these areas be properly repaired at the control joint and base coat so that the final finish coat will bond properly and last for years to come.

Impact on Budget: Cost to removal current finish coat and repair control joints, mesh and base coat to insure a proper bond for new stucco.

Budget Mandate Desc:

Sustainability Information:

Business Case Budget Request

Company	00001	General
Branch Office	CFM	Facility Planning & Operations
Division	FAC	Facility Planning & Operations
Business Unit	2009	FO - Sheriff Maintenance
Sub Ledger	20091712	Gutter repairs

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7845	Building Repair & Maint	Y	65,000.00					65,000.00
		TOTAL	65,000.00					65,000.00

Description of Request: Facility wide exterior gutter and downspout repairs, parapet wall caps.

Budget Justification: Repair gutters that do not slope properly for drainage and are leaking at the overlap seam or pulling away from the fascia causing damage to the stucco. Repair all down spouts that have been damaged or need raised over exhaust duct work in order to properly drain away from the building during heavy rain storms. Parapet wall caps- the current metal cap flashing on the exterior CMU block walls have expanded and the seams are exposed to the weather conditions. This should be completed with stucco CIP.

Impact on Budget: Cost of vendors labor and materials.

Budget Mandate Desc:

Sustainability Information:

Business Case Budget Request

Company	00001	General
Branch Office	CFM	Facility Planning & Operations
Division	FAC	Facility Planning & Operations
Business Unit	2009	FO - Sheriff Maintenance
Sub Ledger	20091713	Engineering costs A-E showers

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7635	Consultant Services	Y	25,000.00					25,000.00
		TOTAL	25,000.00					25,000.00

Description of Request: Engineering costs for A-E showers to be remodeled and access to the plumbing.

Budget Justification: Requesting the funds for an engineer to evaluate the coats associated with remodeling the current inmate showers in A-E pods. the current shower were ceramic tile that was overlaid with stainless steel panels. The ceramic tiles are coming loose behind the stainless steel panels which pushes the stainless panel away from the wall. Recommend to shorten the showers to half the current size for security and safety purposes and remove all ceramic tile and stainless panels and add access panels.

Impact on Budget: engineering services to evaluate.

Budget Mandate Desc:

Sustainability Information:

Business Case Budget Request

Company	00001	General
Branch Office	CFM	Facility Planning & Operations
Division	FAC	Facility Planning & Operations
Business Unit	2009	FO - Sheriff Maintenance
Sub Ledger	20091714	DF- tree replacement

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7815	Grounds Maintenance	Y	25,000.00					25,000.00
7845	Building Repair & Maint							
		TOTAL	25,000.00					25,000.00

Description of Request:

Detention Facility replacement trees.

Budget Justification:

Detention facility tree removal, stump grinding and tree replacement around the retention pond and the main entry. This area is the main focal point for the Detention facility. There are Approximately 20 dead trees located around the retention pond that are dead and 23 stumps that need to be removed properly to be able to mow and take care of the landscape package safely, and replant approximately 25-30 trees.

Impact on Budget:

The City Of Brighton strongly suggests to have a licensed/ certified arborist trim, remove dead trees, grind all old tree stumps, replant approximately 25-30 trees. Costs will be Arborists labor and utility locates.

Budget Mandate Desc:

Sustainability Information:

Business Case Budget Request

Company	00001	General							
Branch Office	CFM	Facility Planning & Operations							
Division	FAC	Facility Planning & Operations							
Business Unit	2009	FO - Sheriff Maintenance							
Sub Ledger	20091715	Kitchen scrap screen install							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
7845	Building Repair & Maint	Y	25,000.00					25,000.00	
		TOTAL	25,000.00					25,000.00	

Description of Request: Installation of 2 kitchen scrap screens.

Budget Justification: Purchased 2 scrap screens in 2016 to replace the current garbage disposers that send food waste directly to the grease trap increasing the cleaning frequency. Original vendor's installer refused to install the scrap screens at his original bid amount. Installing these scrap screens will reduce the amount of solid food waste going to the grease trap and the over all cleaning frequency of the grease trap. Currently the scrap screens are on site awaiting to be installed.

Impact on Budget: True one time cost of vendors labor to install.

Budget Mandate Desc:

Sustainability Information: Removal of 2 garbage disposer and installation of 2 Scrap screens will reduce the solid food waste going to the grease trap and will reduce the overall cleaning frequency. All solid food waste will be caught in a screen basket and placed in a trash can that could be used as compost or feed for livestock.

Business Case Budget Request

Company	00001	General							
Branch Office	CFM	Facility Planning & Operations							
Division	FAC	Facility Planning & Operations							
Business Unit	2009	FO - Sheriff Maintenance							
Sub Ledger	20091716	A-E Roof coating							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
7845	Building Repair & Maint	Y	550,000.00					550,000.00	
		TOTAL	550,000.00					550,000.00	

Description of Request: A-E Derbigum roof coating

Budget Justification: The current Derbigum roof membrane on A-E modules is 16 years old and in order to properly protect and to prolong the life of this roofing it will need seal coated. This is a process that is highly recommended to be completed every 5 years.

Impact on Budget: Cost of vendors labor and materials.

Budget Mandate Desc:

Sustainability Information:

Business Case Budget Request

Company	00001	General							
Branch Office	CFM	Facility Planning & Operations							
Division	FAC	Facility Planning & Operations							
Business Unit	2009	FO - Sheriff Maintenance							
Sub Ledger	20091719	VAV re-heat valves							
			Current Yr	2017	2018	2019	2020	2021	
Object	Description	One-Time Cost							Total
7845	Building Repair & Maint	Y		15,225.00					15,225.00
		TOTAL		15,225.00					15,225.00

Description of Request: Replacement of Medical/Admin. re-heat valves and actuators in 37 VAV units.

Budget Justification: Replacement of 37 VAV re-heat valves/ actuators in Medical/Admin. Current re-heat valves and actuators are factory original and are 16 years old, they are starting to fail. Replacing the Valves and actuators will allow the equipment to operate more efficiently.

Impact on Budget: vendors cost of re-heat valves and programming.

Budget Mandate Desc:

Sustainability Information:

Business Case Budget Request

Company	00001	General							
Branch Office	ESP	Sheriff - Field/Admin.							
Division	SHA	Sheriff - Field/Admin.							
Business Unit	2010	SHF- MIS Unit							
Sub Ledger	20101701	Social Media Intelligence							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
7562	Software and Licensing		15,000.00					15,000.00	
		TOTAL	15,000.00					15,000.00	

Description of Request:

Subscribe to a Social Media Intelligence cloud based service for Detectives.

Budget Justification:

Social media intelligence platforms extract social content made available on social media networks like Twitter, Instagram, and other open source websites often used by criminals and gangs as a means of communication. These platforms serve as surveillance tools for law enforcement to tap into social media networks.

Impact on Budget:

\$15,000 per year for 10-15 user licenses

Budget Mandate Desc:

Sustainability Information:

Business Case Budget Request

Company	00001	General							
Branch Office	ESP	Sheriff - Field/Admin.							
Division	SHA	Sheriff - Field/Admin.							
Business Unit	2010	SHF- MIS Unit							
Sub Ledger	20101702	Upgrading ArcMap License							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
7562	Software and Licensing	Y	12,500.00					12,500.00	
7825	Maintenance Contracts	Y	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	17,500.00	
		TOTAL	16,000.00	3,500.00	3,500.00	3,500.00	3,500.00	30,000.00	

Description of Request: Upgrade ArcMap License from Basic to Advanced. Requested by the Detectives Division for their Crime Analyst.

Budget Justification: The crime analyst currently has only the basic license and unfortunately it has been hindered his ability to utilize a free cell phone analysis toolset .

Impact on Budget: ESRI provided an estimate increase to annual maintenance up from \$1,000 annually to \$3,500.

Budget Mandate Desc:

Sustainability Information:

Business Case Budget Request

Company	00001	General							
Branch Office	ESP	Sheriff - Field/Admin.							
Division	SHA	Sheriff - Field/Admin.							
Business Unit	2010	SHF- MIS Unit							
Sub Ledger	20101703	Replace eTicketing Equipment							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
7561	Computers	Y	24,500.00					24,500.00	
		TOTAL	24,500.00					24,500.00	

Description of Request: Replace Brazos eticketing equipment which has reached end of support life.

Budget Justification: With the 2010 JAG grant, the agency invested in the equipment to launch a new eticketing initiative, which grew to a total of 14 eticketing devices. Since that time, the equipment models have been discontinued by the manufacturer and with no active warranty, repairs must now be handled on a manual time and materials charge.
This will replace 8 to equip the Traffic Section.

Impact on Budget: This is a one time purchase request for equipment to serve next 5 years

Budget Mandate Desc:

Sustainability Information:

Business Case Budget Request

Company	00001	General
Branch Office	ESP	Sheriff - Field/Admin.
Division	SHA	Sheriff - Field/Admin.
Business Unit	2010	SHF- MIS Unit
Sub Ledger	20101704	Digitize/Maintain HR Files

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7561	Computers	Y	6,650.00					6,650.00
7562	Software and Licensing	Y	4,956.00					4,956.00
7685	Other Professional Serv	Y	16,535.00					16,535.00
		TOTAL	28,141.00					28,141.00

Description of Request: Request from HR Section to create scanning environment capable of supporting the ongoing digital storage of personnel files for HR. Requires the implementation of a high speed scanner and acquisition of necessary Papervision software to support barcoding, OCR, scanning and indexing.

Also, this request proposes the cost of using a third party service to convert all existing personnel files to digital Papervision format, eliminating the need to dedicate months of temp labor necessary to get caught up.

Budget Justification: Currently, the HR Section maintains archived personnel files in a digital format for retention. Utilizing the same system to digitize active personnel files will increase efficiency for maintaining personnel, medical and workers comp records for ACSO employees. It creates the ability to link supporting documentation for personnel actions online which can be linked to the current HRIS system and JDE.

Impact on Budget: One time investment in solution

Budget Mandate Desc:

Sustainability Information:

Business Case Budget Request

Company	00001	General
Branch Office	ESP	Sheriff - Field/Admin.
Division	SHA	Sheriff - Field/Admin.
Business Unit	2010	SHF- MIS Unit
Sub Ledger	20101705	The Beast Site License

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7561	Computers	Y	4,564.00					4,564.00
7562	Software and Licensing	Y	17,000.00					17,000.00
7825	Maintenance Contracts		5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	25,000.00
		TOTAL	26,564.00	5,000.00	5,000.00	5,000.00	5,000.00	46,564.00

Description of Request: Request from Detectives Division to upgrade the current licenses for The Beast property evidence system to a "site license" for the agency.

Budget Justification: The Beast started with six licensed locations to ascertain future needs as the system was deployed throughout the agency. Since then, a few additional locations, licensing and hardware inclusions were determined to be necessary. It is necessary to purchase a minimum of twenty or more licenses to reduce or eliminate bottlenecks of employees waiting to enter evidence. If additional licenses purchased individually, the cost would be prohibitive. A site license would improve efficiency of evidence entry.

Impact on Budget: Expected annual support maintenance cost of \$5,000

Budget Mandate Desc:

Sustainability Information:

Business Case Budget Request

Company	00001	General							
Branch Office	ESP	Sheriff - Field/Admin.							
Division	SHA	Sheriff - Field/Admin.							
Business Unit	2010	SHF- MIS Unit							
Sub Ledger	20101707	Arcserve System for Trittech							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
7562	Software and Licensing	Y	11,395.00					11,395.00	
		TOTAL	11,395.00					11,395.00	

Description of Request: Acquire ArcServe High availability system to support new Trittech JMS disaster recovery design

Budget Justification: During third quarter of 2015, it was requested by ADCOM for the Sheriff's Office to take back and host JMS since Trittech allows for the separation of databases. The Sheriff's Office is actively building the infrastructure to host JMS at the Jail. Part of the install will be a fault tolerant disaster recovery design with a backup site hosted at the Substation. Trittech has recommended the Arcserve product as the solution to ensure active two way replication and failover.

Impact on Budget: Single non-recurring purchase.

Budget Mandate Desc:

Sustainability Information:

Business Case Budget Request

Company	00001	General							
Branch Office	ESP	Sheriff - Field/Admin.							
Division	SHA	Sheriff - Field/Admin.							
Business Unit	2010	SHF- MIS Unit							
Sub Ledger	20101709	Office365							
			Current Yr	2017	2018	2019	2020	2021	
Object	Description	One-Time Cost							Total
7562	Software and Licensing			77,000.00					77,000.00
		TOTAL		77,000.00					77,000.00

Description of Request: The County is moving to Office365. Initial purchase for the Sheriff's Office was included in County IT's budget amendment request during the first half of 2016. Going forward starting in 2017, we will need to pay our portion of the annual support for Microsoft Office365 for just over 600 users. This includes FTEs, Cadets, Contractors and Temp employees.

Budget Justification: The upgrade to Office365 is a substantial increase over current annual support costs for our Microsoft products. Compared to the current cost for Microsoft Exchange, Microsoft Office and Windows Server CALs that will be replaced by Office365, annual costs for will increase to by \$76,638.88 per year.

Impact on Budget: \$76,638.88

Budget Mandate Desc:

Sustainability Information:

Business Case Budget Request

Company	00001	General
Branch Office	ESP	Sheriff - Field/Admin.
Division	SHA	Sheriff - Field/Admin.
Business Unit	2011	SHF- Admin Services Division
Sub Ledger	20111701	Adcom

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
8255	ADCOM Rental		139,000.00					139,000.00
		TOTAL	139,000.00					139,000.00

Description of Request: Adcom assessment for 2017. This includes standing up a new channel, which includes data and the Animal Control dispatching for Adcom.

Budget Justification: New assessment as of 6/16/16 for Admin's portion of ADCOM (Adams County Communication Center) annual fees. The increase is due to standing up a new channel which will include data, the \$27,000 cost for Animal Management and will result in personnel savings since a County employee won't be required for Animal dispatch services.

Impact on Budget: New Assessment of \$1,213,751, minus a reduction of data position on old channel of \$96,248 and add an increase of \$270,000 for standing up a new channel which includes Sheriff's Office data (and dispatch services for Animal Control of \$27,000) = \$1,387,502 total. Budget increase is \$139,000.

Budget Mandate Desc:

Sustainability Information: N/A

Business Case Budget Request

Company	00001	General
Branch Office	ESP	Sheriff - Field/Admin.
Division	SHA	Sheriff - Field/Admin.
Business Unit	2011	SHF- Admin Services Division
Sub Ledger	20111703	Supervisor Training

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7745	Education & Training		7,500.00					7,500.00
		TOTAL	7,500.00					7,500.00

Description of Request: Utilize contracted external trainers/speakers for training Supervisors and potential future Supervisors/Leaders within the agency. HR oversees several internal training programs with a series of all-day classes covering a wide variety of supervisor level topics.

Budget Justification: The Sheriff's Office administers an in-house supervisor training programs to give core knowledge to Supervisors and/or those who have the potential to become future leaders within the agency. Part of this requires utilizing external trainers/speakers for teaching certain topics.

Impact on Budget: \$7,500 for 2017

Budget Mandate Desc:

Sustainability Information:

Business Case Budget Request

Company	00001	General
Branch Office	ESP	Sheriff - Field/Admin.
Division	SHA	Sheriff - Field/Admin.
Business Unit	2014	Sheriff-Professional Standards
Sub Ledger	20141701	Add OT for weekend events.

		Current Yr	2017	2018	2019	2020	2021	Total
Object	Description	One-Time Cost						
7010	Overtime		2,000.00					2,000.00
TOTAL			2,000.00					2,000.00

Description of Request: Additional overtime funds for the Professional Standards Division, to compensate for the addition of Community Connection Team weekend events, in addition to Concealed Handgun Permit weekend acceptance.

Budget Justification: Additional overtime funds for the Professional Standards Division, to compensate for the addition of Community Connection Team weekend events, in addition to Concealed Handgun Permit weekend acceptance.

Impact on Budget: This would allow the Professional Standards Division to increase community service projects.

Budget Mandate Desc:

Sustainability Information: Increase would be compensatory for Professional Standards Division members.

Business Case Budget Request

Company 00001 General
Branch Office ESP Sheriff - Field/Admin.
Division SHA Sheriff - Field/Admin.
Business Unit 2016 SHF- Detective Division
Sub Ledger 20161701 Detective Overtime

		Current Yr	2017	2018	2019	2020	2021	Total
Object	Description	One-Time Cost						
7010	Overtime		100,000.00					100,000.00
		TOTAL	100,000.00					100,000.00

Description of Request: Increase the base overtime for the Detective Division.

Budget Justification: Overtime costs associated with major cases has been high the last two years. This increase is necessary to cover the number of hours required on major cases and the current caseload for the Detectives.

Impact on Budget: \$100,000

Budget Mandate Desc:

Sustainability Information:

Business Case Budget Request

Company	00001	General
Branch Office	ESP	Sheriff - Field/Admin.
Division	SHA	Sheriff - Field/Admin.
Business Unit	2017	SHF- Patrol Division
Sub Ledger	20171702	LINK

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7685	Other Professional Serv		9,000.00					9,000.00
		TOTAL	9,000.00					9,000.00

Description of Request: Increase in annual LINK charges TO account 2017-7685 - Other Professional Services

Budget Justification: Increase in LINK charges of \$9000 per year for receiving at-risk youth from law enforcement agencies. The Sheriff's Office, Brighton, Commerce City, Northglenn, Thornton and Westminster all participate in this partnership with The Link.

Impact on Budget: \$9000

Budget Mandate Desc:

Sustainability Information: N/A

Business Case Budget Request

Company	00001	General
Branch Office	ESP	Sheriff - Field/Admin.
Division	SHA	Sheriff - Field/Admin.
Business Unit	2017	SHF- Patrol Division
Sub Ledger	20171703	Patrol Bicycles

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7565	Minor Equipment	Y	17,500.00					17,500.00
		TOTAL	17,500.00					17,500.00

Description of Request: 4 - 6 Patrol bicycles (including rear bike rack, bag, lights for front and back and helmets)
3 Bike Carriers for SUV/Sedan
12 sets of uniforms

Budget Justification: Accessing trails and other areas where bikes are appropriate for covering a large area

Impact on Budget: small operating costs for repairs/maintenance on bikes and uniforms components.

Budget Mandate Desc:

Sustainability Information:

Business Case Budget Request

Company 00001 General
Branch Office ESP Sheriff - Field/Admin.
Division SHA Sheriff - Field/Admin.
Business Unit 2017 SHF- Patrol Division
Sub Ledger 20171705 Mobile Field Force Equipment

		Current Yr	2017	2018	2019	2020	2021	Total
Object	Description	One-Time Cost						
7565	Minor Equipment	Y	30,000.00					30,000.00
		TOTAL	30,000.00					30,000.00

Description of Request: Replace the Mobile Field Force equipment with modern gear.

Budget Justification: The current gear is outdated and won't adequately protect our employees in the event of a large scale demonstration. The new equipment is fire resistant and much better on impact resistance, resulting in a higher level of personal safety for our employees responding to events.

Impact on Budget: n/a

Budget Mandate Desc:

Sustainability Information:

Business Case Budget Request

Company 00001 General
Branch Office ESP Sheriff - Field/Admin.
Division SHA Sheriff - Field/Admin.
Business Unit 2020 Sheriff Flatrock LE Training
Sub Ledger 20201701 Overtime - FLATROCK

		Current Yr	2017	2018	2019	2020	2021	Total
Object	Description	One-Time Cost						
7010	Overtime		4,500.00					4,500.00
		TOTAL	4,500.00					4,500.00

Description of Request: Additional overtime to cover additional demand for after hours utilization of FLATROCK

Budget Justification: Overtime will be utilized only when necessary to keep the facility open for customers renting the facility.

Impact on Budget: \$4,500

Budget Mandate Desc:

Sustainability Information:

Business Case Budget Request

Company 00001 General
Branch Office ECC Coroner
Division COR Coroner
Business Unit 2031 County Coroner
Sub Ledger 20311702 Replace autopsy surgical light

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7835	Other Repair & Maint	Y	10,000.00					10,000.00
9170	Office Furniture & Equip							
		TOTAL	10,000.00					10,000.00

Description of Request: Bovie MI1000 LED Minor Surgery Light Single Ceiling Mount

Budget Justification: The current autopsy surgical lights are more than 10 years old and are falling apart. One no longer works and the other is being held together with zip-ties.

Impact on Budget: Approximately \$10,000 for two surgical lights and hardware for installation

Budget Mandate Desc:

Sustainability Information: N/A

Business Case Budget Request

Company 00001 General
Branch Office ECC Coroner
Division COR Coroner
Business Unit 2031 County Coroner
Sub Ledger 20311703 temporary labor

		Current Yr	2017	2018	2019	2020	2021	
Object	Description	One-Time Cost						Total
7015	Temporary Labor		20,000.00					20,000.00
		TOTAL	20,000.00					20,000.00

Description of Request: The Temporary Labor fund allows the office the flexibility to call on additional staffing resources as needed. This fund item supports the office's Investigative Reserve program and hourly autopsy technicians. Given the unpredictable nature of the work it is helpful to have additional staffing resources on standby. Funds are used to bring in staff to cover vacation, sick, and FMLA leave of full-time employees, as well as to supplement staffing needs.

Budget Justification: Increase in funds reflects increase in staffing demands and ability to appropriately staff a 24/7 operation. This is in lieu of requesting additional "permanent" employee positions.

Impact on Budget: REQUESTING AN ADDITIONAL \$20,000 FOR A TEMPORARY LABOR BUDGET OF \$35,000

Budget Mandate Desc:

Sustainability Information:

Business Case Budget Request

Company	00001	General							
Branch Office	ECC	Coroner							
Division	COR	Coroner							
Business Unit	2031	County Coroner							
Sub Ledger	20311704	operating supplies							
			Current Yr	2017	2018	2019	2020	2021	
Object	Description	One-Time Cost							Total
7240	Operating Supplies			4,125.00					4,125.00
		TOTAL		4,125.00					4,125.00

Description of Request: Aside from the standard office equipment, the Coroner s Office staff requires a myriad of personal protective equipment to perform the statutory obligation of the office. The transport and storage of deceased individuals requires the use of a body bag. Performing a postmortem examination requires use of a variety of tools and surgical instruments, as well as lab, toxicology, and histology equipment. Additionally, other operating expenses exist i.e. lab disinfectants, general field forensic supplies etc.

Budget Justification: 2017 projections based on population predictions and mortality rates
Adams County deaths: 511,806 X 0.00650 = 3327
Broomfield County deaths: 66,847 X 0.00464= 310
Total projected 2017 deaths for Adams and Broomfield = 3637

Total projected 2017 autopsies: 3637 X 0.15= 546

See base budget justification notes for additional justification breakdown of expenditures.

Impact on Budget: Increase of \$4,125 due to increase in population resulting in more deaths and subsequently more needed supplies

Budget Mandate Desc: Colorado Revised Statutes §30-10-601 through §30-10-611 govern the office. This equipment is needed to carry out the office's statutory obligations.

Sustainability Information:

Business Case Budget Request

Company 00001 General
Branch Office ECC Coroner
Division COR Coroner
Business Unit 2031 County Coroner
Sub Ledger 20311705 minor equipment

		Current Yr	2017	2018	2019	2020	2021	
Object	Description	One-Time Cost						Total
7565	Minor Equipment	Y	10,000.00					10,000.00
		TOTAL	10,000.00					10,000.00

Description of Request: Office operations create usage wear and tear that requires tools and equipment to be maintained and replaced regularly.
Increase covers cost increase seen in surgical instruments in recent years.

Budget Justification: Office operations create usage wear and tear that requires tools and equipment to be maintained and replaced regularly.
Increase covers cost increase seen in surgical instruments in recent years.

Impact on Budget: Requesting an additional \$3,000 to cover cost increases in minor equipment

Budget Mandate Desc:

Sustainability Information:

Business Case Budget Request

Company	00001	General
Branch Office	ECC	Coroner
Division	COR	Coroner
Business Unit	2031	County Coroner
Sub Ledger	20311706	medical services

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7680	Medical Services		68,100.00					68,100.00
		TOTAL	68,100.00					68,100.00

Description of Request: Colorado Revised Statutes §30-10-606 (2) et seq. and §30-10-606.5 govern when and how autopsies must be performed. Autopsies are performed in accordance with state law and national forensic standards. With several major trauma hospitals located in Adams County and the county s diverse socioeconomic status, historically approximately 15% of all deaths that occur under the jurisdiction of the office, require an autopsy.

Budget Justification: Total projected 2017 autopsies: 3538 X 0.15= 531
Total cost: 546 X \$1000 each= \$546,000

Increase due to more deaths resulting in more autopsies and also due to an increase in market price of the autopsy procedure.

Impact on Budget: Requesting an additional \$68,100

Budget Mandate Desc: Colorado Revised Statutes §30-10-606 (2) et seq. and §30-10-606.5 govern when and how autopsies must be performed. Autopsies are performed in accordance with state law and national forensic standards

Sustainability Information:

Business Case Budget Request

Company	00001	General							
Branch Office	ECC	Coroner							
Division	COR	Coroner							
Business Unit	2031	County Coroner							
Sub Ledger	20311707	other professional services							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
7685	Other Professional Serv		34,200.00					34,200.00	
		TOTAL	34,200.00					34,200.00	

Description of Request: Funds primarily cover expenses for toxicology testing, histology, body transportation assistance, biohazardous medical waste removal, and transcription fees for autopsy reports.

Budget Justification:

Autopsies projected for 2017: 546

Toxicology testing: \$200 per autopsy: \$109,200

Histology: \$50 per autopsy: \$27,300

Transcription: \$30 per autopsy: \$16,380

Body Transportation Service approximately 450 bodies at \$155 per transport: \$69,750

Biohazardous waste removal: approximately \$700/month: \$8,400

Additional funds to cover the cost of specialized consultations and other professional and specialized services (i.e. neuropathology, odontology, anthropology, etc): \$7,550

Impact on Budget: Requesting an additional \$4,200

Increase due to increase in population and therefore an increase in deaths

Budget Mandate Desc: Office is statutorily mandated to perform death investigations which require funding for supplies and services

Sustainability Information:

Business Case Budget Request

Company 00001 General
Branch Office ECC Coroner
Division COR Coroner
Business Unit 2031 County Coroner
Sub Ledger 20311708 software and licensing

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7562	Software and Licensing		4,000.00					4,000.00
		TOTAL	4,000.00					4,000.00

Description of Request: CME software maintenance fee

Budget Justification: CME has increased its annual software maintenance fee to approximately \$8000

Impact on Budget: Requesting an additional \$2000

Budget Mandate Desc:

Sustainability Information:

Business Case Budget Request

Company	00001	General							
Branch Office	CAC	Animal Shelter/Adoption Center							
Division	FLT	Transportation - Fleet Section							
Business Unit	2051	ANS - Administration							
Sub Ledger	20511701	Admin Employee Overtime							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
7010	Overtime		2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	10,000.00	
		TOTAL	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	10,000.00	

Description of Request: Overtime pay for the animal shelter's front desk Customer Care staff.

Budget Justification: The shelter's Customer Care staff are often required to stay late to assist patrons in wrapping up with services such as adoptions, emergency euthanasia requests for injured animal etc. In being a 7-day a week operation, (open on weekends and still caring for animals on County holidays), overtime is necessary to ensure there are enough people in place to provide excellent customer service to citizens--which strongly aligns with the County's goal ato be high performing as well.

Impact on Budget: Increase of \$2,000 annually for this cost center 2051. Total cost 10k over next 5 years.

Budget Mandate Desc:

Sustainability Information: not applicable

Business Case Budget Request

Company	00001	General							
Branch Office	CAC	Animal Shelter/Adoption Center							
Division	FLT	Transportation - Fleet Section							
Business Unit	2051	ANS - Administration							
Sub Ledger	20511702	Part time Temp Customer Care							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
7015	Temporary Labor		33,202.00	33,202.00	33,202.00	33,202.00	33,202.00	166,010.00	
		TOTAL	33,202.00	33,202.00	33,202.00	33,202.00	33,202.00	166,010.00	

Description of Request: Continue with 30 hour per week Temp Admin Clerk II in for desk-Customer Care role.

Budget Justification: The shelter is open 7 days per week, and we currently do not have enough front office clerks to fully cover each day. This shortage impacts patron wait times, efficiency, and therefore has a negative impact on customer service. In addition some daily duties go unfulfilled on days we are short staffed. As the front desk is our first point of Customer contact, so this request ties in with County's goal to be high performing. It also allows the shelter to acquire the help without adding an FTE.

Impact on Budget: Right now the shelter has had an admin temp position since mid 2015 to help full this gap, and the cost has been absorbed by vacancy savings, however, it has never been accounted for in the budget. In 2017 for a 30 hour a week or less position, through Randstad agency (\$23.17 per hour) it would be adding \$33,202 to the budget. Benefits are covered through Ramstad agency so this is a flat number.

Budget Mandate Desc:

Sustainability Information: Not applicable

Business Case Budget Request

Company	00001	General							
Branch Office	CAC	Animal Shelter/Adoption Center							
Division	FLT	Transportation - Fleet Section							
Business Unit	2053	ANS - Kennel Operations							
Sub Ledger	20531701	Animal Care Employee Overtime							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
7010	Overtime		28,000.00	28,000.00	28,000.00	28,000.00	28,000.00	140,000.00	
7015	Temporary Labor								
		TOTAL	28,000.00	28,000.00	28,000.00	28,000.00	28,000.00	140,000.00	

Description of Request:

Overtime pay for animal care employees.

Budget Justification:

As the shelter is a 7-day a week operation with live animals requiring daily care per our service mandates, it is inevitable animal care employees work some overtime. For this cost center it is most critical, because staff are required to come in on holidays and weekends to feed, medicate and clean for the animals. While every effort should be made to keep overtime costs low, historically there have always been overtime expenses at the shelter. These are just not accounted for in the last few budget years.

Impact on Budget:

\$28,000 annually for next five years for a total of \$140,000. If there is not a temp placed in animal care 2053 then overtime cost may increase. Plans to recruit more volunteers and implement a community service program may also decrease overtime expenses for this cost center.

Budget Mandate Desc:

Sustainability Information:

not applicable

Business Case Budget Request

Company	00001	General
Branch Office	CAC	Animal Shelter/Adoption Center
Division	FLT	Transportation - Fleet Section
Business Unit	2053	ANS - Kennel Operations
Sub Ledger	20531702	Temp Labor Animal Care

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7015	Temporary Labor		14,430.00	14,430.00	14,430.00	14,430.00	14,430.00	72,150.00
		TOTAL	14,430.00	14,430.00	14,430.00	14,430.00	14,430.00	72,150.00

- Description of Request:

Temporary Labor for Animal Care Dept--seasonal for 6 months each year
- Budget Justification:

The shelter's busy season runs April to September each year. Volume of animals can double during this time. Summer is also the time many employees take vacations. The intake of animals slows significantly in the winter months, so an FTE is not needed, but rather a temp position lasting 4-6 months each year to cover gaps in the peak season. Historically the shelter has used animal care temps during peak times to maintain continuity of animal care. Too few staff in peak times can also impact safety and OT.
- Impact on Budget:

Hourly starting rate in Animal Care is \$13.875 per hour X 40 hours per week is \$555.00 X 26 weeks (6 months) =\$14,430 annually. Having temp in place will also decrease need for overtime which hourly would be a higher rate with an FTE.
- Budget Mandate Desc:
- Sustainability Information:

Not applicable.

Business Case Budget Request

Company	00001	General							
Branch Office	CAC	Animal Shelter/Adoption Center							
Division	FLT	Transportation - Fleet Section							
Business Unit	2053	ANS - Kennel Operations							
Sub Ledger	20531703	2053 Kennel Operating Supplies							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
7240	Operating Supplies		25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	125,000.00	
		TOTAL	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	125,000.00	

Description of Request: Increased Operating Supply budget for 2053 Kennel (Animal Care Cost Center)

Budget Justification: Spending for 2053 is already over 50k for 2016 and based on review of regular items purchased. Supplies will run at around 102K a year. (see attached list paperclip in 2053- operating supplies). Moving to Accel cleaning chemical (necessary for safety/sanitation increased by around 12K, annually. Purchasing pet food (instead using random food donations, which increased illness) is adding 22 year at least. Other items include medical gowns etc--all required for disease control.

Impact on Budget: Current operating supply budget is 63K. Microchip costs will likely decrease by 10k in 2017 due to a new program so potentially would have 73k for operating supplies, which still leaves a deficit of 29k. Revenue overall for the shelter are predicted to increase by 100K, but not guaranteed. So requesting 25K additional per year in object code 2053.7202

Budget Mandate Desc:

Sustainability Information: not applicable

Business Case Budget Request

Company	00001	General
Branch Office	CAC	Animal Shelter/Adoption Center
Division	FLT	Transportation - Fleet Section
Business Unit	2056	ANS - Clinic Operations
Sub Ledger	20561701	Clinic Employee Overtime

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7010	Overtime		9,000.00	9,000.00	9,000.00	9,000.00	9,000.00	45,000.00
		TOTAL	9,000.00	9,000.00	9,000.00	9,000.00	9,000.00	45,000.00

Description of Request: Overtime pay for clinic (Health Care) employees.

Budget Justification: Shelter health care staff are responsible for the medical care of animals. Just like with people, medical needs can be unpredictable and do not always occur within business hours. As a 7-day operation, animals still require medications, exams etc. even on closure days, holidays and weekends. Therefore health care staff inevitably acquire some overtime. each year. OT had not been placed in prior year budgets, should be accounted for going forward. The shelter is working reducing OT in general.

Impact on Budget: 9,000 annually for a total of 45,000 over 5 years.

Budget Mandate Desc:

Sustainability Information: Not applicable.

Business Case Budget Request

Company	00001	General							
Branch Office	CPK	Parks & Comm. Resources							
Division	PAR	Parks & Comm. Resources							
Business Unit	2061	PKS - Weed & Pest							
Sub Ledger	20611701	Temporary Labor - 2061							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
7015	Temporary Labor	Y	3,560.00					3,560.00	
		TOTAL	3,560.00					3,560.00	

Description of Request: Request for a 10% increase to the temporary labor budget.

Budget Justification: This request is primarily due to the salary increases that have occurred in 2016. Due to an improving economy and decreased unemployment, along with mandated salary increases (minimum salary is \$10.99/hour), the POSD is paying temporary employees an average of 15-20% higher salaries in 2016 than in 2015. This increase is critical in order to maintain current service levels and staff new special events including the 4th of July event, Cinco de Mayo event, Movies in the Park series, and the County Fair.

Impact on Budget: Minimal impact to budget.

Budget Mandate Desc: Control of noxious weeds is mandated by the CO State Weed Act.

Sustainability Information: n/a

Business Case Budget Request

Company	00001	General							
Branch Office	CPK	Parks & Comm. Resources							
Division	PAR	Parks & Comm. Resources							
Business Unit	2061	PKS - Weed & Pest							
Sub Ledger	20611702	Loaner Truck Rental - 2061							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
7920	Equipment Rental		1,800.00					1,800.00	
		TOTAL	1,800.00					1,800.00	

Description of Request: The POSD hires temporary employees in the summer months to assist with general operations and maintenance. The additional temporary employees requires us to rent "loaner" trucks from Fleet in order to be able to transport seasonal employees to work locations.

Budget Justification: "Loaner" trucks are needed in order for the POSD to accomplish our normal operations and maintenance. Funds to pay Fleet for these loaner vehicles were previously budgeted in 5018-7930.2 at \$4500. This \$4500 will now be budgeted in 5016 ((\$2700) and 2061 (\$1800), so there is no net increase.

Impact on Budget: n/a

Budget Mandate Desc: Noxious weed control is mandated by the CO State Weed Act.

Sustainability Information: n/a

Business Case Budget Request

Company 00001 General
Branch Office ESD Sheriff - Correctional
Division SHC Sheriff - Corrections
Business Unit 2071 SHF- Detention Facility
Sub Ledger 20711703 Transport Office Remodel

		Current Yr	2017	2018	2019	2020	2021	
Object	Description	One-Time Cost						Total
7845	Building Repair & Maint	Y	10,000.00					10,000.00
		TOTAL	10,000.00					10,000.00

Description of Request: Remodel existing Transport Office which has not been done in years.

Budget Justification: The Transport Office has 12 employees assigned to a very small office. By remodeling this work space, it would create a more efficient work environment for the employees who now have to wait to use computers, phones, and desk space.

Impact on Budget: \$8,000-10,000.

Budget Mandate Desc:

Sustainability Information: n/a

Business Case Budget Request

Company	00001	General
Branch Office	ESD	Sheriff - Correctional
Division	SHC	Sheriff - Corrections
Business Unit	2071	SHF- Detention Facility
Sub Ledger	20711704	Inmate Medical

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7680	Medical Services		73,056.00					73,056.00
		TOTAL	73,056.00					73,056.00

Description of Request:	Increase in inmate medical and Mental Health Contracts.
Budget Justification:	2017 contract price for inmate medical is \$4,407,382 per agreement; 2% increase from 2016 which was \$4,320,963 annualized; inmate mental health is a 3% increase to \$491,916 per the agreement.
Impact on Budget:	\$73,056 increase in inmate medical costs for 2017
Budget Mandate Desc:	Care for inmates in our custody.
Sustainability Information:	n/a

Business Case Budget Request

Company	00001	General							
Branch Office	ESD	Sheriff - Correctional							
Division	SHC	Sheriff - Corrections							
Business Unit	2071	SHF- Detention Facility							
Sub Ledger	20711705	NCCHC Certification							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
7760	Membership Dues		3,686.00					3,686.00	
		TOTAL	3,686.00					3,686.00	

Description of Request: National Commission on Correctional Health Care is a mandatory facility certification for inmate medical care.

Budget Justification: Previously, this certification was paid for by Corizon Health when it should have been paid by ACSO. The certification stays with the facility, not medical contractor.

Impact on Budget: \$3,686.00

Budget Mandate Desc: By NCCHC.

Sustainability Information: n/a

Business Case Budget Request

Company 00001 General
Branch Office ESD Sheriff - Correctional
Division SHC Sheriff - Corrections
Business Unit 2071 SHF- Detention Facility
Sub Ledger 20711707 Mental Health - Contractors

		Current Yr	2017	2018	2019	2020	2021	
Object	Description	One-Time Cost						Total
7680	Medical Services		100,000.00					100,000.00
		TOTAL	100,000.00					100,000.00

Description of Request: After completion of the Mental Health Unit, 2 additional contract workers would be necessary to cover the front desk during the day shift 7 days/week.

Budget Justification: Two CNA's are necessary to cover the Mental Health Unit 7 days/week for the day shift.

Impact on Budget: \$100,000 per year

Budget Mandate Desc:

Sustainability Information:

Business Case Budget Request

Company	00001	General
Branch Office	ESD	Sheriff - Correctional
Division	SHC	Sheriff - Corrections
Business Unit	2072	SHF- Justice Center
Sub Ledger	20721701	Security Services

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7725	Security Service		10,741.00					10,741.00
		TOTAL	10,741.00					10,741.00

- Description of Request:

This will cover the increase seen on the recent renewal of the security services contract.
- Budget Justification:

The contract, which is many areas of the County, was out for bid and contracted in 2016. The hourly increases increased significantly: for unarmed increase of 5%, armed increase of 11% and supervisor increase of 15% from the previous amounts we were paying C&D.
- Impact on Budget:

Total estimated annual cost for private security for the Courthouse is \$368,761. Total could be more if the rates are increased during the optional renewal of the contract in 2017.
- Budget Mandate Desc:

Courthouse security services are required to be provided at the Courthouse, either contractually or by County employees.
- Sustainability Information:

Business Case Budget Request

Company 00001 General
Branch Office ESS Sheriff - Special Funds
Division SHI Sheriff - Special Funds
Business Unit 2075 SHF- Commissary Fund
Sub Ledger 20751701 Law Kiosk Replacements

		Current Yr	2017	2018	2019	2020	2021	Total
Object	Description	One-Time Cost						
7565	Minor Equipment	Y	64,000.00					64,000.00
9180	Machinery							
		TOTAL	64,000.00					64,000.00

Description of Request: Replace aging law kiosks for inmates' research.

Budget Justification: This will be paid for from the Commissary Fund. There are 16 law kiosks which need to be replaced because of ongoing repairs and they cannot support new software.

Impact on Budget: n/a

Budget Mandate Desc: Constitutional rights for inmates.

Sustainability Information: n/a

Business Case Budget Request

Company	00001	General
Branch Office	CPK	Parks & Comm. Resources
Division	PAR	Parks & Comm. Resources
Business Unit	5010	PKS- Fair & Special Events
Sub Ledger	50101701	Operating Supplies

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7240	Operating Supplies		22,000.00	22,000.00	22,000.00	22,000.00	22,000.00	110,000.00
		TOTAL	22,000.00	22,000.00	22,000.00	22,000.00	22,000.00	110,000.00

Description of Request: This request is to maintain the budget level that was allocated in 2016. These funds are used to purchase operating supplies. Supplies include items like tickets, parking passes, website and mobile app contracts, daily event and operational supplies and office supplies that support fair and special event operations.

Budget Justification: Operating expenses are imperative to the quality of the fair and are essential to executing the fair with adequate resources. As we have seen an increase in the amount of programming and activities at the fair we have seen a corresponding increase in the need for supplies to support those events.

Impact on Budget: \$16,650 + the \$22,000 business case for a total of \$38,650.

Budget Mandate Desc:

Sustainability Information: N/A

Business Case Budget Request

Company	00001	General
Branch Office	CPK	Parks & Comm. Resources
Division	PAR	Parks & Comm. Resources
Business Unit	5010	PKS- Fair & Special Events
Sub Ledger	50101702	Special Events

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7330	Special Events		49,000.00	49,000.00	49,000.00	49,000.00	49,000.00	245,000.00
		TOTAL	49,000.00	49,000.00	49,000.00	49,000.00	49,000.00	245,000.00

Description of Request: These funds are being requested to maintain the level of budget allocated in 2016. These funds support the cost of special events.

Budget Justification: The Parks and Open Space department is committed to providing quality special events and these funds will help us continue to maintain and enhance our offerings including the 4th of July celebration, fair, movies in the park, employee appreciation events and other event as needed throughout the year. We continue to leverage the popularity of our events to bring in new sponsors to generate additional revenue to help offset costs associated with event production.

Impact on Budget: \$235,350 base budget + \$49,000 business case request for a total of \$284,350.

Budget Mandate Desc:

Sustainability Information: N/A

Business Case Budget Request

Company	00001	General
Branch Office	CPK	Parks & Comm. Resources
Division	PAR	Parks & Comm. Resources
Business Unit	5010	PKS- Fair & Special Events
Sub Ledger	50101703	Equipment Rental

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7920	Equipment Rental		9,500.00	9,500.00	9,500.00	9,500.00	9,500.00	47,500.00
		TOTAL	9,500.00	9,500.00	9,500.00	9,500.00	9,500.00	47,500.00

Description of Request: This request is to maintain the level of funding allocated in 2016. These funds cover the cost of rental equipment at the fair and special events including items like portable toilets, hand washing stations, tents, lights, generators, etc.

Budget Justification: As we have expanded the number of special events and the types of entertainment options our need for rental equipment has increased.

Impact on Budget: \$91,500 base budget + \$9500 business case for a total of \$101,000.

Budget Mandate Desc:

Sustainability Information: N/A

Business Case Budget Request

Company	00001	General
Branch Office	CPK	Parks & Comm. Resources
Division	PAR	Parks & Comm. Resources
Business Unit	5010	PKS- Fair & Special Events
Sub Ledger	50101704	External Printing

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
8025	Printing External		14,900.00	14,900.00	14,900.00	14,900.00	14,900.00	74,500.00
		TOTAL	14,900.00	14,900.00	14,900.00	14,900.00	14,900.00	74,500.00

- Description of Request:

This request is to maintain the level of funding allocated in 2016. These funds pay for printing materials for the fair and special events. These materials include walk around guides, programs, promotional giveaway items, signs and banners.
- Budget Justification:

With our attempts to expand our marketing we have seen an increased need for printed materials. These materials are needed to communicate with our attendees, provide wayfinding signage, and provide sponsor recognition to enhance our ability to retain and attract new sponsors.
- Impact on Budget:

\$23,100 based budget + \$14,900 business case for a total of \$38,000.
- Budget Mandate Desc:
- Sustainability Information:

N/A

Business Case Budget Request

Company	00001	General
Branch Office	CPK	Parks & Comm. Resources
Division	PAR	Parks & Comm. Resources
Business Unit	5010	PKS- Fair & Special Events
Sub Ledger	50101705	General Fair Expenses

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
8676	Fair Expenses-General		53,000.00	53,000.00	53,000.00	53,000.00	53,000.00	265,000.00
		TOTAL	53,000.00	53,000.00	53,000.00	53,000.00	53,000.00	265,000.00

Description of Request: This request is to maintain the level of funding allocated in 2016. These funds are used to cover general expenses related to the fair including 4H expenses, special days (senior/kids/employee), royalty program, concessions, volunteer program, 5K, grandstand events, free stage entertainment, community stage, on ground entertainment and other miscellaneous fair expenses.

Budget Justification: We continue to expand the level and amount of entertainment we provide at the Adams County Fair in order to provide a great event with exceptional value to our residents. It is also becoming an increasing challenge to compete with all the other entertainment options in the metro region so these funds help us compete and attract the numbers and types of visitors that are important to our sponsors.

Impact on Budget: \$307,062 base budget + \$53K business case for a total of \$360,062.

Budget Mandate Desc:

Sustainability Information: N/A

Business Case Budget Request

Company	00001	General
Branch Office	CPK	Parks & Comm. Resources
Division	PAR	Parks & Comm. Resources
Business Unit	5011	PKS- Administration
Sub Ledger	50111701	Volunteer Programs

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7015	Temporary Labor		29,000.00	29,000.00	29,000.00	29,000.00	29,000.00	145,000.00
7685	Other Professional Serv		15,000.00	15,000.00				30,000.00
		TOTAL	44,000.00	44,000.00	29,000.00	29,000.00	29,000.00	175,000.00

Description of Request: Parks and Open Space wants to initiate programs that will bring in volunteers to help maintain the parks, trails, and open spaces and begin to build a better connection with residents. Targeted programs include: Adopt-A-Trail, Adopt-A-Park, Memorial Bench program, organizing Heart at Work events, and eventually a Volunteer Trail Ranger program.

Budget Justification: The addition of volunteer programs would allow Parks and Open Space to increase the level of service throughout the parks, trails, and open space system with minimal impact to the budget. Encouraging volunteers to help keep our public spaces clean also fosters an appreciation for and connection to these spaces. A better engaged citizenry will be invaluable in future fundraising efforts (grants, sales tax renewal).

Impact on Budget: Capacity exists in the Open Space Sales Tax program, but flexibility to engage in these programs is restricted because of Open Space Sales Tax funding for the Open Space Grant Coordinator position. We are requesting this position (currently 100% in the Open Space Sales Tax Fund) to be split - 30% General Fund (5011) and 70% Open Space Sales Tax Fund (6201). This would not result in any additional employees, but would require an investment from the General Fund of \$29,000.

Budget Mandate Desc:

Sustainability Information: Not applicable.

Business Case Budget Request

Company 00001 General
Branch Office CPK Parks & Comm. Resources
Division PAR Parks & Comm. Resources
Business Unit 5012 PKS- Regional Complex
Sub Ledger 50121702 Temporary Labor - 5012

		Current Yr	2017	2018	2019	2020	2021	
Object	Description	One-Time Cost						Total
7015	Temporary Labor	Y	5,800.00					5,800.00
		TOTAL	5,800.00					5,800.00

Description of Request: Request for a 10% increase to the temporary labor budget.

Budget Justification: This request is primarily due to the salary increases that have occurred in 2016. Due to an improving economy and decreased unemployment, along with mandated salary increases (minimum salary is \$10.99/hour), the POSD is paying temporary employees an average of 15-20% higher salaries in 2016 than in 2015. This increase is critical in order to maintain current service levels and staff new special events including the 4th of July event, Cinco de Mayo event, Movies in the Park series, and the County Fair.

Impact on Budget: Minimal impact to budget.

Budget Mandate Desc:

Sustainability Information: n/a

Business Case Budget Request

Company 00001 General
Branch Office CPK Parks & Comm. Resources
Division PAR Parks & Comm. Resources
Business Unit 5015 PKS- Grounds Maintenance
Sub Ledger 50151704 Temporary Labor - 5015

		Current Yr	2017	2018	2019	2020	2021	
Object	Description	One-Time Cost						Total
7015	Temporary Labor	Y	4,570.00					4,570.00
		TOTAL	4,570.00					4,570.00

Description of Request: Request for a 10% increase to the temporary labor budget.

Budget Justification: This request is primarily due to the salary increases that have occurred in 2016. Due to an improving economy and decreased unemployment, along with mandated salary increases (minimum salary is \$10.99/hour), the POSD is paying temporary employees an average of 15-20% higher salaries in 2016 than in 2015. This increase is critical in order to maintain current service levels and staff new special events including the 4th of July event, Cinco de Mayo event, Movies in the Park series, and the County Fair.

Impact on Budget: Minimal impact to budget.

Budget Mandate Desc:

Sustainability Information: n/a

Business Case Budget Request

Company	00001	General
Branch Office	CPK	Parks & Comm. Resources
Division	PAR	Parks & Comm. Resources
Business Unit	5016	PKS- Trail Ranger Patrol
Sub Ledger	50161701	Temporary Labor - 5016

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7015	Temporary Labor	Y	7,470.00					7,470.00
		TOTAL	7,470.00					7,470.00

Description of Request: Request for a 10% increase to the temporary labor budget.

Budget Justification: This request is primarily due to the salary increases that have occurred in 2016. Due to an improving economy and decreased unemployment, along with mandated salary increases (minimum salary is \$10.99/hour), the POSD is paying temporary employees an average of 15-20% higher salaries in 2016 than in 2015. This increase is critical in order to maintain current service levels and staff new special events including the 4th of July event, Cinco de Mayo event, Movies in the Park series, and the County Fair.

Impact on Budget: Minimal impact to budget.

Budget Mandate Desc:

Sustainability Information: n/a

Business Case Budget Request

Company 00001 General
Branch Office CPK Parks & Comm. Resources
Division PAR Parks & Comm. Resources
Business Unit 5016 PKS- Trail Ranger Patrol
Sub Ledger 50161702 Loaner Truck Rental - 5016

		Current Yr	2017	2018	2019	2020	2021	Total
Object	Description	One-Time Cost						
7920	Equipment Rental		2,700.00					2,700.00
TOTAL			2,700.00					2,700.00

Description of Request: The POSD hires temporary employees in the summer months to assist with general operations and maintenance. The additional temporary employees requires us to rent "loaner" trucks from Fleet in order to be able to transport seasonal employees to work locations.

Budget Justification: "Loaner" trucks are needed in order for the POSD to accomplish our normal operations and maintenance. Funds to pay Fleet for these loaner vehicles were previously budgeted in 5018-7930.2 at \$4500. This \$4500 will now be budgeted in 5016 ((\$2700) and 2061 (\$1800), so there is no net increase.

Impact on Budget: n/a

Budget Mandate Desc:

Sustainability Information: n/a

Business Case Budget Request

Company 00001 General
Branch Office CCA County Administrator
Division CAD County Administration
Business Unit 9248 Organizational Development
Sub Ledger 92481701 Leadership Language Options

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7750	Employee Development	Y	7,995.00					7,995.00
		TOTAL	7,995.00					7,995.00

Description of Request: Lynda.com (\$7500)
University learning and previous job experience are not always sufficient. Additionally, we want to promote a culture of continuous learning. Courses in areas such as: Business, Design, Developer, IT, Marketing, Web, Video, CAD, Elearning.
Strengths Finder (\$495)
Coaching Starter Kit (\$495): provides full analysis of strengths-based

Budget Justification: o In general, teaching both individuals and managers to speak to their strengths is a huge positive in our organizational culture.
o Some departments have done this in small pockets and are starting to speak this language (i.e. OPIS, CED)

Impact on Budget: \$7,995

Budget Mandate Desc:

Sustainability Information: N/A

Business Case Budget Request

Company	00001	General
Branch Office	OA0	Admin/Organization Support
Division	CAD	County Administration
Business Unit	9251	Conference Center
Sub Ledger	92511701	Overtime for Coordinator

		Current Yr	2017	2018	2019	2020	2021	Total
Object	Description	One-Time Cost						
7010	Overtime		6,000.00					6,000.00
		TOTAL	6,000.00					6,000.00

Description of Request: Conference Center Coordinator, at times, must work overtime to cover meetings in the conference center either at night or because meetings are scheduled all day. We try to bypass this by scheduling our float to fill in, when possible, but it is not always possible.

Budget Justification: Need to provide a certain level of service to those who are either renting out the conference center or using it for meetings.

Impact on Budget: Less than \$6,000/yr

Budget Mandate Desc:

Sustainability Information: With the Conference Center Coordinator present, he can monitor and or reduce usage of AV equipment, lights, etc. He also serves as oversight for the conference room facilities to ensure they are maintained.

Business Case Budget Request

Company	00001	General							
Branch Office	OAD	Admin/Organization Support							
Division	CAD	County Administration							
Business Unit	9252	GF- Admin/Org Support							
Sub Ledger	92521701	Adams County Scholarship Fund							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
8110	Administration Fee								
8810	Grants to Other Instit		517,000.00					517,000.00	
		TOTAL	517,000.00					517,000.00	

Description of Request: The Colorado Department of Higher Education and the Colorado Opportunity Scholarship Initiative has made \$517,000 available for a one to one match for Adams County.

Budget Justification: Adams County Board of County Commissioners approved the required one to one match of the \$517,000 using retail marijuana sales tax revenue to provide education scholarships to low income youth

Impact on Budget: The \$517,000 request is off set by revenue received from retail marijuana sales tax.

Budget Mandate Desc:

Sustainability Information: n/a

Business Case Budget Request

Company	00001	General							
Branch Office	OA0	Admin/Organization Support							
Division	CAD	County Administration							
Business Unit	9253	Office of Cultural Affairs							
Sub Ledger	92531701	Artfully Adams, SCFD Ceremony							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
7240	Operating Supplies								
7330	Special Events	Y	10,000.00					10,000.00	
		TOTAL	10,000.00					10,000.00	

Description of Request: The BoCC has also tasked the Cultural Affairs Office to organize and host Artfully Adams-an art exhibit highlighting local artists who live or work in Adams County. This will pay for the costs associated with this program. This funding will also support the BoCC Annual SCFD Check Presentation Ceremony, awarding over \$1M in SCFD grant funding supporting local art and cultural organizations.

Budget Justification: This funding will allow the Cultural Affairs office to host an annual event titled Artfully Adams. The Office of Cultural Affairs applied for and received funding from a SCFD grant to help offset the expense for Artfully Adams. The remaining funding will be used to host the Commissioner's Annual SCFD Check Presentation Ceremony.

Impact on Budget: The funding request is on-going. The Office of Cultural Affairs requests the base be established at these levels on an on-going basis in order to perform the general operating and programming of the Cultural Affairs Office.

Budget Mandate Desc:

Sustainability Information: It is always the goal of Cultural Affairs Office to contribute to sustainability efforts by reducing paper consumption and sustainability practices within art exhibits and events.

Business Case Budget Request

Company	00001	General							
Branch Office	OA0	Admin/Organization Support							
Division	CAD	County Administration							
Business Unit	9253	Office of Cultural Affairs							
Sub Ledger	92531702	Transformer Cabinet Murals							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
7240	Operating Supplies								
7565	Minor Equipment	Y	20,000.00					20,000.00	
		TOTAL	20,000.00					20,000.00	

Description of Request: AC has hundreds of utility/transformer boxes that are constantly getting tagged by local graffiti artists. Last year there were 419 boxes tagged. In an effort to stop and prevent this issue from reoccurring, the OCA in partnership with Neighborhood Services is proposing the Transformer Cabinet Murals/Public Art Wraps Project. This funding will provide 10 transformer wraps to be installed on the most tagged utility/transformer boxes in Adams County. This could be a model for other Counties to replicate.

Budget Justification: Last year there were 419 boxes tagged in unincorporated Adams County neighborhoods. Research shows cabinet murals has provided an estimated savings of over \$20,000 per year in graffiti abatements for an average of 30 cabinets. This innovative strategy is a win win for the County.

Impact on Budget: The impact would a one-time request as this will be a short-term pilot program. The pilot will allow us to measure the overall impact and cost savings to the county. The overall goal would be to cover 100% of the utility boxes that get tagged in unincorporated Adams County.

Budget Mandate Desc:

Sustainability Information: By implementing such program will save the County thousands of dollars on graffiti abatements. The number is unknown at this time and will be measured during the first year.

Business Case Budget Request

Company	00001	General
Branch Office	CCA	County Administrator
Division	CAD	County Administration
Business Unit	9260	Innovation & Sustainability
Sub Ledger	92601701	Sustainability Fund

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7240	Operating Supplies		20,000.00	20,000.00	20,000.00			60,000.00
		TOTAL	20,000.00	20,000.00	20,000.00			60,000.00

Description of Request: The recent round of Innovation Fund applications included several projects that had a sustainability-related elements, from waste reduction and recycling to low-flow water fixtures and solar lighting. In fact, over 40% of requested and awarded funding was for projects that directly addressed goals laid forth in the 2030 Sustainability Plan. Because of this clear interest and ability of employees to identify and lead projects that will help the County reach the 2030 goals, as well as the desire of the Sustai

Budget Justification: The recent round of Innovation Fund applications included several projects that had a sustainability-related elements, from waste reduction and recycling to low-flow water fixtures and solar lighting. In fact, over 40% of requested and awarded funding addressed the 2030 Sustainability Plan. Because of this clear interest and ability of employees to identify and lead projects we propose that a Sustainability Fund be established, in the same vein as the Innovation Fund.

Impact on Budget: None, The office of Performance, Innovation and Sustainability has identified peak shaving savings to fund the sustainability fund through 20

Budget Mandate Desc:

Sustainability Information: As the principle application criteria, programs funded through the Sustainability Fund must meet one to a variety of the goals sought by the County's 2030 Sustainability Plan and demonstrate ROI through the reduction of energy costs.

Business Case Budget Request

Company	00001	General							
Branch Office	CVS	Veterans Service Office							
Division	VET	Veterans Office							
Business Unit	9291	Veterans Service Office							
Sub Ledger	92911701	Mileage Reimbursements							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
7315	Mileage Reimbursements		2,000.00	2,100.00	2,200.00	2,300.00	2,400.00	11,000.00	
		TOTAL	2,000.00	2,100.00	2,200.00	2,300.00	2,400.00	11,000.00	

Description of Request: The request is to increase mileage reimbursements to \$2000 from \$1000, which was the budgeted amount for 2016.

Budget Justification: Current run rate for 2016 mileage reimbursements costs are projected to be \$2000. The amount in early June is \$714 already. There are now 2 employees in this business unit, where before there was only one.

Impact on Budget: \$1000 to Fund 1.

Budget Mandate Desc:

Sustainability Information: .

Business Case Budget Request

Company	00005	Golf Course Fund (Enterprise)
Branch Office	GLF	Golf Course
Division	GLF	Golf Course
Business Unit	5021	Golf Course- Pro Shop
Sub Ledger	50211701	Contract Labor Increas

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7440	Golf Merchandise		4,264.00					4,264.00
7640	Contract Employment		12,484.00					12,484.00
		TOTAL	16,748.00					16,748.00

- Description of Request:

Labor expenses continue to rise.
- Budget Justification:

Labor expenses continue to rise. Our request has been applied to the budget already.
- Impact on Budget:

Increase to revenue has been included.
- Budget Mandate Desc:

To meet the requirements of the H2B program and the increase to the minimum wages.
- Sustainability Information:

Minimum wage continues to rise as do the wages for the H2B program. We must meet the those requirements.

Business Case Budget Request

Company	00005	Golf Course Fund (Enterprise)
Branch Office	GLF	Golf Course
Division	GLF	Golf Course
Business Unit	5026	Golf Course- Maintenance
Sub Ledger	50261701	Contract Labor Increas

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7640	Contract Employment		20,550.00					20,550.00
		TOTAL	20,550.00					20,550.00

Description of Request: This increase request is to offset the minimum wages that continue to rise and the rise of the H2B program raises.

Budget Justification: These increase request are offset by the anticipated increase in revenues.

Impact on Budget: None

Budget Mandate Desc: This is mandated due to rising minimum wages and the H2B program.

Sustainability Information: These increases have already been applied in the budget and are offset by an increase in revenue.

Business Case Budget Request

Company 00015 Social Services
Branch Office GA General Administration
Division SS Social Services
Business Unit 5915 Social Services Non-Recurring
Sub Ledger 59151701 Increase to Budget

		Current Yr	2017	2018	2019	2020	2021	Total
Object	Description	One-Time Cost						
8055	Licenses and Fees		3,413,138.00					3,413,138.00
TOTAL			3,413,138.00					3,413,138.00

Description of Request: This is the increase from the 2016 budget to the 2017 budget. The allocation for 2017 went up \$4,234,826; but we are only budgeting an increase of \$3.413M at this time. Of this \$3.413M, \$1.587M is due to personnel increases. O&M went down by \$19K. Charges for services increased by \$1.845M.

Budget Justification: To maintain operations for Human Services.

Impact on Budget: Fund balance is projected to decrease by \$1,052,873.

Budget Mandate Desc: To support operations for Human Services

Sustainability Information: .

Business Case Budget Request

Company	00013	Road & Bridge
Branch Office	CWH	Public Works - Highway
Division	PWO	Transportation
Business Unit	3031	Transportation Opers & Maint
Sub Ledger	30311701	Gravel Road Maintenance

		Current Yr	2017	2018	2019	2020	2021	Total
Object	Description	One-Time Cost						
7010	Overtime		90,000.00	90,000.00	90,000.00	90,000.00	90,000.00	450,000.00
7470	Gravel & Recycled Material		2,740,000.00	2,740,000.00	2,740,000.00	2,740,000.00	2,740,000.00	13,700,000.00
TOTAL			2,830,000.00	2,830,000.00	2,830,000.00	2,830,000.00	2,830,000.00	14,150,000.00

- Description of Request:

Enhanced gravel road maintenance for unincorporated county roads.
- Budget Justification:

Gravel roads require regular maintenance which can be a matter of urgency after weather events. Shoulder erosion and deterioration of road surfaces has had a cumulative impact on the overall quality of gravel roads. Investment is needed to bring our gravel roads to an acceptable level for drivability and safety.
- Impact on Budget:

Enhanced and maintained gravel road quality and safety.
- Budget Mandate Desc:
- Sustainability Information:

Erosion control

Business Case Budget Request

Company	00013	Road & Bridge
Branch Office	CWH	Public Works - Highway
Division	PWO	Transportation
Business Unit	3031	Transportation Opers & Maint
Sub Ledger	30311702	Gas & Electric

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7955	Gas & Electricity		400,000.00	400,000.00	400,000.00	400,000.00	400,000.00	2,000,000.00
		TOTAL	400,000.00	400,000.00	400,000.00	400,000.00	400,000.00	2,000,000.00

Description of Request: During the development of the 2016 budget Mike Goins advised Facilities would cover gas & electric costs in the Facilities budget. Due to that discussion gas & electric was not budgeted under the assumption it would now be covered by Facilities. However, what was not fully understood at that time was the gas and electric costs for street lights and crossing lights would continue to be charged to cc3031. We need to budget for gas & Electric for street lights, crossing lights and blade stations.

Budget Justification: Gas & electric charges separate from facility related charges are billed to cc3031. We need to budget for these annual charges. Facilities pays for the gas & electric budget for our facilities but not for blade stations, street lights and crossing lights.

Impact on Budget: The annual budget is \$400K.

Budget Mandate Desc:

Sustainability Information: NA

Business Case Budget Request

Company 00013 Road & Bridge
Branch Office CWT Public Works - Transportation
Division PWO Transportation
Business Unit 3056 Transportation CIP
Sub Ledger 30561710 64th Ave Washington West

		Current Yr	2017	2018	2019	2020	2021	Total
Object	Description	One-Time Cost						
8910	Other Governmental Infrastruc	Y	281,000.00					281,000.00
		TOTAL	281,000.00					281,000.00

Description of Request: 64th Ave roadway improvements payment to developer from Washington Street west.

Budget Justification: Per CEDD agreement with developer.

Impact on Budget: \$281,000 for 2017 only.

Budget Mandate Desc:

Sustainability Information: Not directly related

Business Case Budget Request

Company 00013 Road & Bridge
Branch Office CWT Public Works - Transportation
Division PWO Transportation
Business Unit 3056 Transportation CIP
Sub Ledger 30561711 I-25 Soundwalls

		Current Yr	2017	2018	2019	2020	2021	Total
Object	Description	One-Time Cost						
8910	Other Governmental Infrastruc		342,776.00	342,776.00	342,776.00	342,776.00	342,776.00	1,713,880.00
		TOTAL	342,776.00	342,776.00	342,776.00	342,776.00	342,776.00	1,713,880.00

Description of Request: Regional Transportation Priority.

Budget Justification: pending

Impact on Budget: pending

Budget Mandate Desc:

Sustainability Information: Not directly related.

Business Case Budget Request

Company	00013	Road & Bridge							
Branch Office	CWT	Public Works - Transportation							
Division	PWO	Transportation							
Business Unit	3056	Transportation CIP							
Sub Ledger	30561712	I-25 & SH7 Int-change Redesign							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
7685	Other Professional Serv		250,000.00					250,000.00	
		TOTAL	250,000.00					250,000.00	

Description of Request: Supplements design costs to include additional analysis for connectivity and multi-modal options.

Budget Justification: When the redesign project was initially introduced for funding, we had not identified all of the impacts to existing and future connections due to the cities' and developers' conceptual-level of plans, nor contemplated rail integration into the new interchange. Funding is needed to fully study these design issues.

Impact on Budget: \$250,000 in 2017

Budget Mandate Desc:

Sustainability Information: The intent is to supplement the design of a mobility hub that will integrate all bike, pedestrian and transit movements with the four corners of development, as well as the road system, thereby providing more travel options and reducing SOVs.

Business Case Budget Request

Company	00013	Road & Bridge							
Branch Office	CWT	Public Works - Transportation							
Division	PWO	Transportation							
Business Unit	3056	Transportation CIP							
Sub Ledger	30561714	I-76 & SH 7 Interchange Study							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
7685	Other Professional Serv	Y	75,000.00					75,000.00	
		TOTAL	75,000.00					75,000.00	

Description of Request: This next step study will recommend the construction management approach (design build, design bid build, etc.) as well as determine the economic impacts and benefits of the intersection.

Budget Justification: Bridge Street provides east-west connectivity through the City of Brighton and is a critical roadway link between the cities of Brighton, Broomfield, Lafayette, and Boulder.

Impact on Budget: \$75,000 for 2017.

Budget Mandate Desc:

Sustainability Information: When the Project is constructed, it will use the existing overpass, thereby following fiscally sustainable practices by maximizing existing infrastructure.

Business Case Budget Request

Company	00013	Road & Bridge							
Branch Office	CWT	Public Works - Transportation							
Division	PWO	Transportation							
Business Unit	3056	Transportation CIP							
Sub Ledger	30561715	120th/US85 Intechange Study							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
7685	Other Professional Serv	Y	150,000.00					150,000.00	
		TOTAL	150,000.00					150,000.00	

Description of Request: Re-Evaluation of Environmental Assessment (EA)

Budget Justification: The original EA received a Finding of No Significant Impact (FONSI) in 1999. The county, Brighton and Commerce City have preserved ROW for the interchange environmentally cleared in the original FONSI, and these efforts have helped to maintain the validity of the clearance. However, CDOT and FHWA require a re-evaluation of the EA to identify any changes to assumptions, update costs, etc. before advancing a project.

Impact on Budget: \$150,000 for 2017.

Budget Mandate Desc:

Sustainability Information: The re-evaluation will evaluate opportunities for a bus stop at 120th and 85 as part of the future 85 transit service identified in the North I-25 EIS in 2011. A bus stop was not called out in the original EIS.

Business Case Budget Request

Company	00013	Road & Bridge
Branch Office	CWT	Public Works - Transportation
Division	PWO	Transportation
Business Unit	3056	Transportation CIP
Sub Ledger	30561716	I 25 120th Extension to 144th

		Current Yr	2017	2018	2019	2020	2021	Total
Object	Description	One-Time Cost						
8910	Other Governmental Infrastruc	Y	25,000.00					25,000.00
7685	Other Professional Serv							
		TOTAL	25,000.00					25,000.00

Description of Request: This funding will pay for additional design of the transit infrastructure at 144th and I-25, as well as identify the bike and pedestrian connections to the 'bus stop' for the four corners of development.

Budget Justification: The bus infrastructure design at 144th & I-25 must be conducted with the 7& 25 interchange mobility design. This is so RTD parking requirements are evaluated for both stops at the same time. If RTD evaluates the stops separately, then parking requirements at 144th become overburdensome due to the already built-out areas on the south side and we potentially lose the opportunity for a future regional bus service to stop at this interchange.

Impact on Budget: \$25,000 in 2017

Budget Mandate Desc:

Sustainability Information: Facilitates transit service as an alternative mode of transportation for the four corners of development at 144th and I-25.

Business Case Budget Request

Company	00019	Insurance (Internal Service)							
Branch Office	CHR	Human Resources							
Division	HRD	Human Resources							
Business Unit	8616	Insurance- Unemployment Claims							
Sub Ledger	86161701	Unemployment Claims Mgmt							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
8110	Administration Fee		9,000.00	9,000.00	9,000.00	9,000.00	9,000.00	45,000.00	
		TOTAL	9,000.00	9,000.00	9,000.00	9,000.00	9,000.00	45,000.00	

Description of Request: We are requesting an additional \$9,000 for the 2017 budget and beyond for a 3rd party to review and manage AC unemployment claims - 8616.8110 Administration Fee

Budget Justification: The Dept of Labor predicts unemployment costs to continue to rise. To control these costs, Employers Unity (EU) will design and implement programs for AC that will reduce administrative expenses, simplify management of programs, decrease claims and reduce tax rates or reimbursable expenses.

Impact on Budget: EU estimates potential cost savings to AC: \$36,000 - \$174,510.

2015 AC Unemployment Experience - 118 claims approved by the state of CO
\$273,872 paid by AC - Unemployment (Avg claim cost \$2,320)
Charge Error Rate in CO FY 2014, was 13.31%.

Employers Unity, LLC (EU) conservatively estimates that 75% of the 118 paid unemployment claims in 2015 could have been effectively protested and potentially denied payment.

Budget Mandate Desc:

Sustainability Information: EU protests invalid claims & wins: 85% of the 88.5 protestable claims resulting in 75.22 favorable claims. Avg claim cost of \$2320 = \$174,510 savings; 70% of 88.5 protestable claims resulting in 61.95 favorable claims. Avg claim cost of \$2320 = \$143,724 savings; 50% of 88.5 protestable claims resulting in 44.25 favorable claims. Avg claim cost of \$2320 = \$102,660 savings. And, based on 2015 claim payments & CO Error Rate of 13.31% EU charge auditing may result in potential refunds exceeding \$36,452.

Business Case Budget Request

Company	00019	Insurance (Internal Service)
Branch Office	CHR	Human Resources
Division	HRD	Human Resources
Business Unit	8622	Insurance -Benefits & Wellness
Sub Ledger	86221701	Benefits Broker

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7635	Consultant Services		91,000.00	91,000.00	91,000.00	91,000.00	91,000.00	455,000.00
		TOTAL	91,000.00	91,000.00	91,000.00	91,000.00	91,000.00	455,000.00

Description of Request: Adams County is seeking a Benefits Broker for the county with a specific focus on the analytical data warehousing of an onsite health clinic and wellness/ preventive services within our current United Healthcare (self-insured) and Kaiser (fully insured) plans.

Budget Justification: In Sept. 2015, AC ventured into a new benefits philosophy with a focus and full integration of preventative care and wellness with the opening of the onsite health clinic and fitness center. As part of this new direction in managing healthcare costs, as data suggests, this leads to increased employee wellness, productivity, and quality of life for the employees. We are also interested in creative, innovative approaches, with a proven track record to maintain quality benefits and contain or reduce costs.

Impact on Budget: Anticipated increase of \$91,000.

Budget Mandate Desc:

Sustainability Information:

Business Case Budget Request

Company 00020 Developmentally Disabled Fund
Branch Office RTS Disabilities Fund
Division CAD County Administration
Business Unit 4031 Developmentally Disabled
Sub Ledger 40311701 North Metro Vans

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
8810	Grants to Other Instit	Y	115,248.00					115,248.00
		TOTAL	115,248.00					115,248.00

Description of Request: Fund the replacement of three 15 passenger vans for North Metro Community Services.

Budget Justification: This one-time distribution to NMCS will help reduce the fund balance in the Developmentally Disabled fund in a manner consistent with the intent of the mill levy. Fund balance is estimated to be approximately \$340,000 at the end of 2016.

Impact on Budget: \$115,248 for 3 vans

Budget Mandate Desc:

Sustainability Information: None



Business Case Budget Request

Company 00020 Developmentally Disabled Fund
Branch Office RTS Disabilities Fund
Division CAD County Administration
Business Unit 4031 Developmentally Disabled
Sub Ledger 40311702 Contract Inflation Adjustment

		Current Yr	2017	2018	2019	2020	2021	
Object	Description	One-Time Cost						Total
8810	Grants to Other Instit		32,649.00					32,649.00
		TOTAL	32,649.00					32,649.00

Description of Request: Contract increase by 3% or \$32,649

Budget Justification: To offset cost increases and reduce fund balance.

Impact on Budget: \$32,649

Budget Mandate Desc:

Sustainability Information: none

Business Case Budget Request

Company	00025	Waste Management							
Branch Office	CLP	Planning & Development							
Division	PLN	Planning & Development							
Business Unit	9295	Solid Waste Operations							
Sub Ledger	92951702	Brownfield Revolving Loan Fund							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
8810	Grants to Other Instit	Y	1,000,000.00					1,000,000.00	
		TOTAL	1,000,000.00					1,000,000.00	

Description of Request: Staff has recently proposed a concept to create a revolving loan fund to assist with clean-up costs for brownfield sites in southwest Adams County near the new transit stations and in the Pecos St. and Federal Blvd. corridors. This funding request would allow remediation and development of sites that would not be developed otherwise.

This program is still in the conceptual phase and is under review by the County Attorney's office, senior leadership, and eventually the BOCC.

Budget Justification: In 2015, Adams County was awarded a federal grant from the Environmental Protection Agency (EPA) to create an inventory of brownfields sites in this area and to pay for environmental assessments. This program would build upon that work and facilitate county goals, including the encouragement of high quality transit oriented development.

Research indicates that the average cost of brownfields clean up is \$602,000 per site. The average benefit is \$3.9 million in increased property values.

Impact on Budget: One-time impact of \$1,000,000. This would then be loaned out for approved projects and then repaid back to the county. It would then be perpetually loaned out for subsequent remediation projects that meet county goals related to economic development.

Budget Mandate Desc:

Sustainability Information: This proposal has many connections to sustainability including the removal and treatment of hazardous waste caused by historic industrial uses and solid waste landfill operations. This project also helps facilitate land use and built environment goals that have a strong connection to sustainability, as it will allow the creation of jobs and housing near transit sites that will not be otherwise developed. This will help reduce auto-dependence and will allow for new housing and jobs to be built near transit

Business Case Budget Request

Company	00027	Open Space Projects Fund							
Branch Office	CPK	Parks & Comm. Resources							
Division	PAR	Parks & Comm. Resources							
Business Unit	6107	Open Space Projects							
Sub Ledger	61071703	Russian olive removal (2017)							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
7685	Other Professional Serv	Y	16,000.00					16,000.00	
		TOTAL	16,000.00					16,000.00	

Description of Request: This project will hire a youth corps sawyer crew from the Mile High Youth Corps (MHYC) to assist the county with Russian olive tree removal. Funds will pay to hire a 10-person crew and supervisor for one week to remove Russian olive trees and treat stumps with herbicide. CHANGES FOR 2017: We are requesting two weeks instead of one week, and we are moving this project from General Fund to OS Projects Fund. As with years past, we will submit a \$5,000 ADCO OS Mini-Grant to help reimburse these costs.

Budget Justification: Russian olive trees are noxious weeds in CO (state B-list species). The county has an active program to eliminate Russian olive trees from County open space. Russian olive control is very labor intensive and this is a very cost-effective way to control large numbers of trees.

Impact on Budget: The annual impact on the budget is minimal because this is paid by the Open Space Sales Tax Fund.

Budget Mandate Desc: Yes, control of noxious weeds is mandated by the CO State Weed Act, so this can be considered a mandated project.

Sustainability Information: n/a

Business Case Budget Request

Company	00034	Comm Services Blk Grant Fund
Branch Office	CHD	Community & Economic Opp.
Division	COT	COTA
Business Unit	9418	Administrative Cost Pool
Sub Ledger	94181701	Additional Grants Spending

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
8810	Grants to Other Instit		104,825.00					104,825.00
		TOTAL	104,825.00					104,825.00

Description of Request: This is a request to increase 8810 - Grants to institutions by \$104,825 from the 2016 budget to \$322,825 for the 2017 budget. This will give Fund 34 (CSBG) full spending authority to use it's full estimated grant revenues for 2017. That amount is \$522,244. This is a 10% increase from the 2015 actual grant amount.

Budget Justification: See Description.

Impact on Budget: \$104,825.00

Budget Mandate Desc:

Sustainability Information: All of the above mentioned are possible.

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CLK - Recording	10211701	Digitization of Historical Dat	366	1	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000
CLK - Recording	10211702	Recording Management Software	367	1	350,000	-	-	-	-	350,000
CLK - Elections	10221702	Elections van replacement	368	3	39,000	-	-	-	-	39,000
CLK - Elections	10221703	Ballot sorter additional pocket	369	3	16,500	-	-	-	-	16,500
CLK - Motor Vehicle	10231701	Motor Vehicle Fleet Vehicle	370	2	25,000	-	-	-	-	25,000
IT Help Desk & Servers	10561701	Infrastructure	371	1	923,617	416,718	245,719	243,720	149,721	1,979,495
IT Network/Telecom	10581701	Fiber Optic Installation	372	1	550,000	-	-	-	-	550,000
IT Network/Telecom	10581702	Network & VoIP Projects	373	1	250,000	-	-	-	-	250,000
FO - Government Center	10771701	Bioswale In Employee Parking	374	2	125,000	-	-	-	-	125,000
FO - Government Center	10771703	Maintenance Shop Mezzanine	375	4	60,000	-	-	-	-	60,000
FO - Government Center	10771704	John Deere 6155M Cab Tractor \$	376	3	145,000	-	-	-	-	145,000
FO - Government Center	10771706	Cooling tower for data center	377	3	300,000	-	-	-	-	300,000
Park Facilities	11111702	Waymire Dome Floor	378	2	110,000	-	-	-	-	110,000
Park Facilities	11111703	Sale Barn Ventilation	379	2	75,000	-	-	-	-	75,000
Park Facilities	11111705	New Indoor Arena	380	1	1,000,000	-	-	-	-	1,000,000
Park Facilities	11111706	New Indoor Arena	381	1	-	9,000,000	-	-	-	9,000,000
MM&R Carpet/Floor Replacement	11311701	SHQ/COR office carpet	382	1	155,000	-	-	-	-	155,000
One-Stop Customer Service Center	11901701	Virtual Permit Center	383	1	100,000	-	-	-	-	100,000
FO - Sheriff Maintenance	20091702	John Deere Tractor-Mowers	384	1	58,000	-	-	-	-	58,000
FO - Sheriff Maintenance	20091721	Genie S60 boom lift	385	2	-	52,000	-	-	-	52,000
FO - Sheriff Maintenance	20091722	DF-I/T data aire unit	386	1	-	85,000	-	-	-	85,000
FO - Sheriff Maintenance	20091723	A warehouse RTU	387	1	-	-	125,000	-	-	125,000
FO - Sheriff Maintenance	20091724	A mechanical room water heater	388	1	-	165,000	-	-	-	165,000
FO - Sheriff Maintenance	20091725	B mechanical room water heater	389	1	-	-	165,000	-	-	165,000
FO - Sheriff Maintenance	20091727	D water heater replacement	390	1	-	-	-	-	165,000	165,000
FO - Sheriff Maintenance	20091728	A module sink/shower PWT	391	2	-	-	395,000	-	-	395,000
FO - Sheriff Maintenance	20091729	B module sink/shower PWT	392	2	-	-	-	395,000	-	395,000
SHF - MIS Unit	20101706	Virtual Server Upgrade	393	1	84,000	-	-	-	-	84,000
SHF - MIS Unit	20101708	Replace Livescan Equipment	394	1	39,624	-	-	-	-	39,624
SHF - Admin Services Division	20111705	Add Office Space at HQ	395	2	78,000	-	-	-	-	78,000
SHF - Admin Services Division	20111706	Replace Utility Truck	396	4	55,000	-	-	-	-	55,000
SHF - Admin Services Division	20111707	Radio Replacement	397	1	643,127	1,154,317	1,154,317	-	-	2,951,761
SHF - Detective Division	20161702	Interview Rooms	398	1	70,909	-	-	-	-	70,909
SHF - Detective Division	20161704	Remodel Property Evidence	399	2	40,000	-	-	-	-	40,000
SHF - Detective Division	20161705	Crown Forklift	400	1	40,000	-	-	-	-	40,000
SHF - Patrol Division	20171704	K-9 Replacements	401	1	18,000	-	-	-	-	18,000
SHF - Patrol Division	20171706	Substation Garage/Parking	402	2	2,300,000	-	-	-	-	2,300,000
SHF - Records/Warrants Section	20181701	Add Office Space for Records	403	4	100,000	-	-	-	-	100,000
County Coroner	20311701	Replace Radiography Equipment	404	1	430,000	-	-	-	-	430,000
Emerg - Mngt-Administration	20411701	Tornado Warning System	405	2	100,000	-	-	-	-	100,000
SHF - Detention Facility	20711701	HMI/PLC Upgrade Jail Security	406	1	555,000	-	-	-	-	555,000
SHF - Detention Facility	20711702	Booking Remodel	407	2	81,500	-	-	-	-	81,500
SHF - Detention Facility	20711706	Jail Courtroom B Remodel	408	1	225,000	-	-	-	-	225,000
SHF - Detention Facility	20711708	Vehicle- Work Release Visits	409	1	30,000	-	-	-	-	30,000
SHF - Justice Center	20721702	Upgrade Security Surveillance	410	1	300,000	-	-	-	-	300,000
PKS - Regional Complex	50121701	Update Sign US 85 /124th Ave	411	1	60,000	-	-	-	-	60,000
PKS - Regional Complex	50121703	Potable Water Tank Refinish	412	1	-	100,000	-	-	-	100,000
PKS - Regional Complex	50121704	Design New Livestock Barns	413	2	-	600,000	-	-	-	600,000
PKS - Regional Complex	50121705	Construct New Livestock Barns	414	1	-	-	6,000,000	-	-	6,000,000
PKS - Regional Complex	50121706	Replace 2007 Case Forklift	415	2	-	-	140,000	-	-	140,000
PKS - Regional Complex	50121707	Design New Grandstand Area	416	1	-	-	-	800,000	-	800,000
PKS - Regional Complex	50121708	Construct New Grandstand Arena	417	362	-	-	-	-	8,000,000	8,000,000

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PKS - Grounds Maintenance	50151701	12' (WA) Wing Mower Replacemen	418	2	-	85,000	-	-	-	85,000
PKS - Grounds Maintenance	50151702	Decommission Sewer Lagoon @ RP	419	1	-	120,000	-	-	-	120,000
PKS - Grounds Maintenance	50151703	Replace Reg. Park Playground	420	1	-	-	500,000	-	-	500,000
PKS - Brantner Mine Lake Restrtn	50171701	Phase I of the Mann Lakes Mast	421	1	-	3,500,000	-	-	-	3,500,000
Total - General Fund (00001)					\$ 9,782,277	\$ 15,278,035	\$ 8,725,036	\$ 1,438,720	\$ 8,314,721	\$ 43,538,789
General Capital Improvements	30981701	New Animal Shelter	422	1	\$ 14,000,000	\$ -	\$ -	\$ -	\$ -	\$ 14,000,000
General Capital Improvements	30981702	Space Plan at GC	423	2	350,000	-	-	-	-	350,000
General Capital Improvements	30981703	New Fleet Facility	424	1	-	12,000,000	-	-	-	12,000,000
General Capital Improvements	30981704	New Probation Facility	425	2	-	15,000,000	-	-	-	15,000,000
Community Corrections Facility	31601701	Comm Corr Construction	426	1	5,500,000	-	-	-	-	5,500,000
Community Corrections Facility	31601702	Comm Corr FF&E	427	1	150,000	-	-	-	-	150,000
Total - Capital Facilities Fund (00004)					\$ 20,000,000	\$ 27,000,000	\$ -	\$ -	\$ -	\$ 47,000,000
Facilities Club House Maint.	50251701	Carpet Replacement	428	2	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
Golf Course - CIP	50271701	Cart Path - Additions/Repairs	429	3	30,000	-	-	-	-	30,000
Golf Course - CIP	50271702	Contour Rough Mower	430	3	69,000	-	-	-	-	69,000
Golf Course - CIP	50271703	Fairway Mowers	431	3	112,800	-	-	-	-	112,800
Golf Course - CIP	50271704	Range Ball Machine	432	4	6,500	-	-	-	-	6,500
Golf Course - CIP	50271705	Beverage Cart	433	4	15,000	-	-	-	-	15,000
Golf Course - CIP	50271706	Brantner Ditch Gate & Repairs	434	4	-	90,000	-	-	-	90,000
Golf Course - CIP	50271707	Dunes Irrigation Design Bid	435	5	-	70,000	-	-	-	70,000
Golf Course - CIP	50271708	Equipment Rotation	436	5	-	160,000	-	-	-	160,000
Golf Course - CIP	50271709	Dunes Pump Station/Water Line	437	5	-	-	1,000,000	-	-	1,000,000
Golf Course - CIP	50271710	Equipment Rotation	438	5	-	-	160,000	-	-	160,000
Golf Course - CIP	50271711	Dunes Irrigation - Phase 2	439	5	-	-	-	2,500,000	-	2,500,000
Golf Course - CIP	50271712	Equipment Rotation	440	5	-	-	-	160,000	-	160,000
Golf Course - CIP	50271713	Equipment Rotation	441	5	-	-	-	-	160,000	160,000
Golf Course - CIP	50271714	New Tee & Directional Signage	442	5	-	-	-	-	25,000	25,000
Total - Golf Course Fund (00005)					\$ 283,300	\$ 320,000	\$ 1,160,000	\$ 2,660,000	\$ 185,000	\$ 4,608,300

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Department - Division	Subledger	Description	Page	Priority	2017	2018	2019	2020	2021	Total
Fleet Mgmt.	91111701	Animal Shelter - Truck	443	1	\$ 55,000	\$ -	\$ -	\$ -	\$ -	\$ 55,000
Fleet Mgmt.	91111702	Assessor Office Sedan/SUV	444	1	32,000	-	-	-	-	32,000
Fleet Mgmt.	91111703	CED - Chev Impala	445	1	25,000	-	-	-	-	25,000
Fleet Mgmt.	91111704	CED - 4 1/2 Ton 4X4	446	1	100,000	-	-	-	-	100,000
Fleet Mgmt.	91111705	C&R - GMC Savana	447	1	39,000	-	-	-	-	39,000
Fleet Mgmt.	91111706	Coroner - Expedition	448	1	50,000	-	-	-	-	50,000
Fleet Mgmt.	91111707	District Atty - Sedan	449	1	22,500	-	-	-	-	22,500
Fleet Mgmt.	91111708	Facilities - SO Van	450	1	39,000	-	-	-	-	39,000
Fleet Mgmt.	91111709	Facilities - Honnen 3/4 Ton	451	1	39,000	-	-	-	-	39,000
Fleet Mgmt.	91111710	Facilities - Honnen add Plow	452	1	5,500	-	-	-	-	5,500
Fleet Mgmt.	91111711	Fleet - Comm City Forklift	453	1	60,000	-	-	-	-	60,000
Fleet Mgmt.	91111712	Fleet - Strasburg 1/2 Ton 4x4	454	1	35,000	-	-	-	-	35,000
Fleet Mgmt.	91111713	Head Start - Large Sedan	455	1	22,500	-	-	-	-	22,500
Fleet Mgmt.	91111714	Head Start - 2 1/2 Tons	456	1	60,000	-	-	-	-	60,000
Fleet Mgmt.	91111715	Head Start - 7 pass Caravan	457	1	30,000	-	-	-	-	30,000
Fleet Mgmt.	91111716	Parks - Weed & Pest 1 Ton 4x4	458	1	40,000	-	-	-	-	40,000
Fleet Mgmt.	91111717	Parks - Weed & Pest Sprayer	459	1	25,000	-	-	-	-	25,000
Fleet Mgmt.	91111718	Parks - Reg Com 3/4 ton 4x4	460	1	40,000	-	-	-	-	40,000
Fleet Mgmt.	91111719	Transportation GF 2 F150s	461	1	72,000	-	-	-	-	72,000
Fleet Mgmt.	91111720	R&B - 3 & 3 Plow Trucks	462	1	240,000	-	-	-	-	240,000
Fleet Mgmt.	91111721	R&B - 5 Snow Plows and Sanders	463	1	1,000,000	-	-	-	-	1,000,000
Fleet Mgmt.	91111722	R&B - 3 Motor Graders	464	1	930,000	-	-	-	-	930,000
Fleet Mgmt.	91111723	R&B - Lowboy Trailers	465	1	300,000	-	-	-	-	300,000
Fleet Mgmt.	91111724	R&B - 1/2 Ton Truck	466	1	30,000	-	-	-	-	30,000
Fleet Mgmt.	91111725	R&B - 3 1/2 Ton 4x4	467	1	108,000	-	-	-	-	108,000
Fleet Mgmt.	91111726	SO - Admin 2 Explorers	468	1	80,000	-	-	-	-	80,000
Fleet Mgmt.	91111727	SO - Detective Explorer	469	1	40,000	-	-	-	-	40,000
Fleet Mgmt.	91111728	SO - Detective 2 Impalas	470	1	60,000	-	-	-	-	60,000
Fleet Mgmt.	91111729	SO - Detective CSI Suburban	471	1	75,000	-	-	-	-	75,000
Fleet Mgmt.	91111730	SO - Detention Transport Bus	472	1	245,000	-	-	-	-	245,000
Fleet Mgmt.	91111731	SO - Detention 2 Impalas	473	1	60,000	-	-	-	-	60,000
Fleet Mgmt.	91111732	SO - Patrol 6 Utility Patrol	474	1	240,000	-	-	-	-	240,000
Fleet Mgmt.	91111733	SO - Patrol 4 Utility Patrol	475	1	160,000	-	-	-	-	160,000
Fleet Mgmt.	91111734	Parks - Backhoe	476	1	145,000					145,000
Fleet Mgmt.	91111735	Parks - Tractor	477	1	85,000					85,000
Total - Fleet Mgmt. Fund (00006)					\$ 4,589,500	\$ -	\$ -	\$ -	\$ -	\$ 4,589,500

Sormwater Regulatory Comp	37021702	Inspector Pick Up Truck	478	1	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ 35,000
Stormwater CIP	37041701	Hoffman Drainage Way	479	1	1,315,935	-	-	-	-	1,315,935
Stormwater CIP	37041702	Kalcevik	480	1	-	-	1,828,506	2,418,569	2,121,437	6,368,512
Total - Stormwater Utility Fund (00007)					\$ 1,350,935	\$ -	\$ 1,828,506	\$ 2,418,569	\$ 2,121,437	\$ 7,719,447

Transportation - Constryc & Inspec	20521701	Inspector Pick Up Truck	481		\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ 35,000
Transportation - CIP	30561701	York Street Hwy 224 to 78th	482	1	3,000,000	3,000,000	-	-	-	6,000,000
Transportation - CIP	30561702	York Street 78th to 88th	483	1	-	500,000	2,000,000	4,000,000	4,000,000	10,500,000
Transportation - CIP	30561703	York Street 58th to Hwy 224	484	1	-	300,000	5,000,000	3,000,000	3,000,000	11,300,000
Transportation - CIP	30561704	Steele Street/Welby Rd	485	1	1,700,000	-	-	-	-	1,700,000
Transportation - CIP	30561705	Dahlia St Hwy 224 to I-76	486	1	2,100,000	-	-	-	-	2,100,000
Transportation - CIP	30561706	Dahlia St Hwy 224 to 70th Ave	487	1	-	-	300,000	100,000	1,000,000	1,400,000
Transportation - CIP	30561707	Pecos St 52nd Ave to 58th Ave	488	1	-	300,000	1,000,000	4,000,000	-	5,300,000
Transportation - CIP	30561708	58th Ave Washington to York	489	1	1,000,000	4,000,000	3,000,000	-	-	8,000,000

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Department - Division	Subledger	Description	Page	Priority	2017	2018	2019	2020	2021	Total
Transportation - CIP	30561709	ADA Transition Implementation	490	1	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	5,000,000
Transportation - CIP	30561713	I-25 PEL Improvements	491	1	200,000	250,000	250,000	-	-	700,000
Transportation - CIP	30561718	60th and US 85 Intersection	492	1	-	500,000	500,000	-	-	1,000,000
Transportation - CIP	30561719	104th Widening Project	493	1	-	1,000,000	1,000,000	-	-	2,000,000
Total - Road & Bridge Fund (00013)					\$ 9,035,000	\$ 10,850,000	\$ 14,050,000	\$ 12,100,000	\$ 9,000,000	\$ 55,035,000
CT - Trails-Plan/Design Const	60211701	Utility Vehicle - Weed & Pest	494	1	\$ 18,000	\$ -	\$ -	\$ -	\$ -	\$ 18,000
CT - Trails-Plan/Design Const	60211702	54" Commercial Mower	495	1	10,000	-	-	-	-	10,000
CT - Trails-Plan/Design Const	60211703	Striping Machine	496	2	15,000	-	-	-	-	15,000
Total - Conservation Trust Fund (00024)					\$ 43,000	\$ -	\$ -	\$ -	\$ -	\$ 43,000
Solid Waste Operations	92951701	Old Shooting Range Remediation	497	1	\$ 2,500,000	\$ -	\$ -	\$ -	\$ -	\$ 2,500,000
Total - Waste Management Fund (00025)					\$ 2,500,000	\$ -	\$ -	\$ -	\$ -	\$ 2,500,000
Open Space Projects	61071701	Willow Bay Open Space Acq.	498	1	\$ 10,000,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000,000
Open Space Projects	61071702	Trail Wayfinding Signage	499	4	25,000	-	-	-	-	25,000
Open Space Projects	61071704	Twin Lakes Park Improvements	500	2	1,500,000	-	-	-	-	1,500,000
Open Space Projects	61071705	Open Space Projects	501	1	-	2,000,000	2,000,000	2,000,000	2,000,000	8,000,000
Open Space Projects	61071706	Clear Creek Trail Access	502	1	-	1,500,000	-	-	-	1,500,000
Open Space Projects	61071707	Jim Baker Res Renovations	503	1	-	-	1,000,000	-	-	1,000,000
Open Space Projects	61071708	Riverdale Bluffs Park Dev.	504	1	-	-	-	750,000	-	750,000
Total - Open Space Projects Fund (00027)					\$ 11,525,000	\$ 3,500,000	\$ 3,000,000	\$ 2,750,000	\$ 2,000,000	\$ 22,775,000
Airport Operations/Maintenance	43041701	Purchase snow removal truck	505	1	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000
Airport Operations/Maintenance	43041702	Construct T-hangars	506	2	600,000	-	-	-	-	600,000
Total - Front Range Airport Fund (00043)					\$ 620,000	\$ -	\$ -	\$ -	\$ -	\$ 620,000
2017 Preliminary CIP Total					\$ 59,729,012	\$ 56,948,035	\$ 28,763,542	\$ 21,367,289	\$ 21,621,158	\$ 188,429,036

5 Year CIP Budget Request

Company 00001 General
Branch Office ECR Clerk & Recorder
Division CLK Clerk & Recorder
Business Unit 1021 CLK Recording
Sub Ledger 10211701 Digitization of Historical Dat

		Current Yr	2017	2018	2019	2020	2021	Total
Object	Description	One-Time Cost						
9215	Software		250,000.00					250,000.00
7562	Software and Licensing							
		TOTAL	250,000.00					250,000.00

Description of Request: Continued conversion of historical documents to electronic format.

Budget Justification: To provide an electronic back-up of all paper and microfilm copies of documents that were filed with the Clerk and Recorder's office prior to 1994 when the department began to use optical scanning for document retention purposes.

Impact on Budget: Possible use of Clerk and Recorder's Technology Fund per CRS 30-10-421.

Budget Mandate Desc:

Sustainability Information: None

5 Year CIP Budget Request

Company	00001	General							
Branch Office	ECR	Clerk & Recorder							
Division	CLK	Clerk & Recorder							
Business Unit	1021	CLK Recording							
Sub Ledger	10211702	Recording Management Software							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
9215	Software		350,000.00					350,000.00	
7562	Software and Licensing								
		TOTAL	350,000.00					350,000.00	

Description of Request: Replacement of outdated recording software.

Budget Justification: Current recording software is 10 years old. Average life of recording software is seven years. New software will allow for ecommerce capabilities.

Impact on Budget: Funds would be provided by the Clerk and Recorder's Technology Fund, per CRS 30-10-421.

Budget Mandate Desc:

Sustainability Information:

5 Year CIP Budget Request

Company	00001	General							
Branch Office	ECR	Clerk & Recorder							
Division	CLK	Clerk & Recorder							
Business Unit	1022	CLK Elections							
Sub Ledger	10221702	Elections van replacement							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
9175	Vehicles & Equipment		39,000.00					39,000.00	
		TOTAL	39,000.00					39,000.00	

Description of Request:

Replace Elections transport van, which has reached end of life

Budget Justification:

The current van is a 1999 GMC with 143,000 miles on it. Although regularly maintained, the van is showing it's age and often has brake issues. It is not fuel efficient.

Impact on Budget:

No

Budget Mandate Desc:

Sustainability Information:

A newer model will be more fuel efficient and the updated exhaust is better for air quality

5 Year CIP Budget Request

Company	00001	General							
Branch Office	ECR	Clerk & Recorder							
Division	CLK	Clerk & Recorder							
Business Unit	1022	CLK Elections							
Sub Ledger	10221703	Ballot sorter additional pocket							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
8020	Postage & Freight		1,500.00					1,500.00	
9160	Computer Equipment		15,000.00					15,000.00	
		TOTAL	16,500.00					16,500.00	

Description of Request: Add one stacker with 4 additional bins to the ballot envelope sorter machine to reduce sort passes. The additional bins will reduce the number of passes each ballot must go through, which will create efficiencies in processing.

Budget Justification: Reducing the number of passes for each ballot envelope allows for more efficient processing, saving operator time and enabling results to be reported quicker.

Impact on Budget: None

Budget Mandate Desc:

Sustainability Information: None at this time

5 Year CIP Budget Request

Company	00001	General							
Branch Office	ECR	Clerk & Recorder							
Division	CLK	Clerk & Recorder							
Business Unit	1023	CLK Motor Vehicle							
Sub Ledger	10231701	Motor Vehicle Fleet Vehicle							
			Current Yr	2017	2018	2019	2020	2021	
Object	Description	One-Time Cost							Total
7240	Operating Supplies								
9180	Machinery	Y							
7210	Books								
9175	Vehicles & Equipment			25,000.00					25,000.00
		TOTAL		25,000.00					25,000.00

Description of Request: Request for a fleet vehicle a Chevrolet Impala or similar for department SMM equipment field inspector. Smm inspector utilizes personal vehicle to visit construction sites throughout the County to verify compliance with equipment registration.

Budget Justification: Mileage reimbursement average \$400.00 per month 2015 through 2016 YTD. Fleet department recommendation is a fleet vehicle verses mileage reimbursements. Utilization of a identified County vehicle will result in the SMM investigator to be identified as a County representative and as a result improve the ability to perform essential job duties in a professional manner. Average annual registration revenue generated is 100K.

Impact on Budget: Estimated cost of vehicle \$25,000. Long term savings to County in mileage reimbursements and capital in vehicle.

Budget Mandate Desc:

Sustainability Information: Fuel efficiency and sustainability.

5 Year CIP Budget Request

Company	00001	General							
Branch Office	CMS	Information Technology							
Division	FIM	Mgmt. Information Serv.							
Business Unit	1056	IT Help Desk & Servers							
Sub Ledger	10561701	Infrastructure							
			Current Yr	2017	2018	2019	2020	2021	
Object	Description	One-Time Cost							Total
9160	Computer Equipment			923,617.00	416,718.00	245,719.00	243,720.00	149,721.00	1,979,495.00
		TOTAL		923,617.00	416,718.00	245,719.00	243,720.00	149,721.00	1,979,495.00

Description of Request:

Dell Datacenter Server and Storage Area Network (SAN) equipment, hard drives, connectors

Budget Justification:

This equipment will be implemented in the county's datacenters are the Government Center (Brighton), Development building (Commerce City), Jefferson County government building (Adams County's Disaster Recovery center), and the new Human Services building (Westminster). This is to both replace outdated/end-of-life equipment and to implement new infrastructure in the county's new Human Services building.

Impact on Budget:

Year one impact (2017): \$923617.00
Year two impact (2018): \$416,718.00
Year three impact (2019): \$243,720.00
Year four impact (2020): \$243,720.00
Year five impact (2021): \$149,721.00

Select hardware and technology in use at these sites has reached end-of-life/end-of-vendor-support and needs to be replaced to maintain the county's data infrastructure. The inability to replace this equipment critically impacts the disaster recovery/disaster avoidance plan.

Budget Mandate Desc:

Sustainability Information:

Replaced equipment will be securely erased per Department of Defense (DoD) guidelines. The equipment will then be removed from the county per the county's policies for electronics waste via auction (an opportunity to recoup some costs) and electronics recycling so as to minimize environmental impact. It is anticipated that the newer equipment will be more energy efficient than the older equipment.

5 Year CIP Budget Request

Company	00001	General							
Branch Office	CMS	Information Technology							
Division	FIM	Mgmt. Information Serv.							
Business Unit	1058	IT Network/Telecom							
Sub Ledger	10581701	Fiber Optic Installation							
			Current Yr	2017	2018	2019	2020	2021	
Object	Description	One-Time Cost							Total
9155	Communication Equipment	Y		550,000.00					550,000.00
9160	Computer Equipment								
		TOTAL		550,000.00					550,000.00

Description of Request: Install underground fiber optic cable from the Development Building North along Dahlia St, West along 88th, and then North along Colorado to connect to our existing fiber on 120th. Along the way, lateral fiber runs will be installed at the Phoenix Center and South Parks locations.

Budget Justification: There is a need to install fiber optic cable to the new Phoenix Center building in order to ensure reliable network and phone service at the location. There is also a need for fiber at the South Parks location, as their connectivity to the County is currently being provided by a wireless connection to Human Service Building, which is being sold. Additionally, there is a need to extend the County fiber network from the Development Building North to 120th & Colorado to create a fiber loop for redundancy.

Impact on Budget: The cost will be a one-time upfront cost, but there will be a small increase in monthly cost for utility locates, in the neighborhood of \$20-30/month.

Budget Mandate Desc:

Sustainability Information:

5 Year CIP Budget Request

Company	00001	General							
Branch Office	CMS	Information Technology							
Division	FIM	Mgmt. Information Serv.							
Business Unit	1058	IT Network/Telecom							
Sub Ledger	10581702	Network & VoIP Projects							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
9155	Communication Equipment	Y	250,000.00					250,000.00	
9160	Computer Equipment								
		TOTAL	250,000.00					250,000.00	

Description of Request: Upgrade aging network and phone infrastructure to updated Cisco network switches and phones at the following locations:
Western Service Center
Parks
Animal Shelter

Budget Justification: Western Service Center, Parks, and Animal Shelter locations are currently using old and outdated phone and network systems, and need to be updated to match the County's current standards, and to improve reliability and supportability.

Impact on Budget: Cost is upfront, no annual impact on budget.

Budget Mandate Desc:

Sustainability Information:

5 Year CIP Budget Request

Company	00001	General							
Branch Office	CFM	Facility Planning & Operations							
Division	FAC	Facility Planning & Operations							
Business Unit	1077	FO - Government Center							
Sub Ledger	10771701	Bioswale In Employee Parking							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
9055	Buildings								
9015	Land Improvements		125,000.00					125,000.00	
		TOTAL	125,000.00					125,000.00	

Description of Request:

Construct Bioswale In Existing Median In Employee Parking Lot.

Budget Justification:

By draining water from existing median this will help contain and direct flow of snowmelt and rain water away from the employee parking lot. This modification will reduce parking lot ice buildup in the winter which will increase the safety of the county employees. The redirection of the water will also save on parking lot repairs and ice melt usage.

Impact on Budget:

Reduced cost for asphalt maintenance, maintain safety for employees, save money on workers comp. Major impact financially is cost of project.

Budget Mandate Desc:

Sustainability Information:

Adding a Bioswale will help contain and direct storm water within existing Bioswales instead of running across parking lot uncontrolled.

5 Year CIP Budget Request

Company	00001	General
Branch Office	CFM	Facility Planning & Operations
Division	FAC	Facility Planning & Operations
Business Unit	1077	FO - Government Center
Sub Ledger	10771703	Maintenance Shop Mezzanine

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
9055	Buildings		60,000.00					60,000.00
		TOTAL	60,000.00					60,000.00

Description of Request: Installation of 1200 square foot Mezzanine in maintenance shop

Budget Justification: Installation of mezzanine in maintenance shop will increase storage by 1207 square foot. Will be able to store all building related supplies in one central location instead of parts and supplies spread throughout facility. By having an dedicated and organized parts area we will be able to be more efficient, productive and be able to track inventory of building parts and supplies more effectively.

Impact on Budget: Cleaner, more efficient and organized maintenance shop. Ability to better track inventory, less time spent searching for parts and equipment that are now spread through out buildings. Cost of project.

Budget Mandate Desc:

Sustainability Information: None

5 Year CIP Budget Request

Company	00001	General							
Branch Office	CFM	Facility Planning & Operations							
Division	FAC	Facility Planning & Operations							
Business Unit	1077	FO - Government Center							
Sub Ledger	10771704	JOHN DEERE 6155M Cab Tractor \$							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
9055	Buildings								
9180	Machinery								
9165	Heavy Equipment		145,000.00					145,000.00	
	TOTAL		145,000.00					145,000.00	

Description of Request: JOHN DEERE 6155M Cab Tractor With Mower Attachment JOHN DEERE CX20 FLEXWING To mow Large Acreage Lots Around County Facilities.

Budget Justification: The facility team needs its own large acreage mower. With all of the large acreage that surround the county's facilities we need a way to mow the native areas and fields to maintain a good appearance. We have previously been borrowing equipment within the county when possible and this has been troublesome when it comes to scheduling and has been putting both parties in a bind.

Impact on Budget: Will be able to maintain the acreage around county facilities to a much higher level and better appearance. Cost of equipment.

Budget Mandate Desc:

Sustainability Information: none

5 Year CIP Budget Request

Company 00001 General
Branch Office CFM Facility Planning & Operations
Division FAC Facility Planning & Operations
Business Unit 1077 FO - Government Center
Sub Ledger 10771706 Cooling tower for data center

		Current Yr	2017	2018	2019	2020	2021	Total
Object	Description	One-Time Cost						
9055	Buildings		300,000.00					300,000.00
		TOTAL	300,000.00					300,000.00

Description of Request: Separate the data center from our main buildings chilled water system.

Budget Justification: Government center will save money on cooling the data center, and provide a 3rd level of redundancy for cooling of the data center.
According to RMH Group, the payback is less than 5 years

Impact on Budget: Price of Project

Budget Mandate Desc:

Sustainability Information: None

5 Year CIP Budget Request

Company 00001 General
Branch Office CFM Facility Planning & Operations
Division FAC Facility Planning & Operations
Business Unit 1111 Parks Facilities
Sub Ledger 11111702 Waymire Dome Floor

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
9055	Buildings		110,000.00					110,000.00
		TOTAL	110,000.00					110,000.00

Description of Request: Replacement of Waymire Dome Floor.

Budget Justification: Event staff at Adams County Regional Parks is requesting an easier more maintainable Floor in Waymire Doom.

Impact on Budget: Flooring expert consultation fees and price of project.

Budget Mandate Desc:

Sustainability Information: None

5 Year CIP Budget Request

Company	00001	General
Branch Office	CFM	Facility Planning & Operations
Division	FAC	Facility Planning & Operations
Business Unit	1111	Parks Facilities
Sub Ledger	11111703	Sale Barn Ventilation

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7845	Building Repair & Maint							
9055	Buildings		75,000.00					75,000.00
		TOTAL	75,000.00					75,000.00

Description of Request: Sale Barn Exhaust and Ventilation system.

Budget Justification: Adding a ventilation system in the sale barn will remove humidity from wet dirt floors and swamp coolers. By adding humidity sensors and exhaust fans to existing sale barn we will be able to control humidity in the building and eliminate further deterioration due to rusting of the roof, lighting and other fixtures.

Impact on Budget: Cost of project.

Budget Mandate Desc:

Sustainability Information: None

5 Year CIP Budget Request

Company 00001 General
Branch Office CFM Facility Planning & Operations
Division FAC Facility Planning & Operations
Business Unit 1111 Parks Facilities
Sub Ledger 11111705 New Indoor Arena

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
9055	Buildings		1,000,000.00					1,000,000.00
		TOTAL	1,000,000.00					1,000,000.00

Description of Request: Design - New Indoor Arena

Budget Justification: The old Indoor Arena was demolished in 2016 do to old age and structural issues.

Impact on Budget: 1,000,000.00

Budget Mandate Desc:

Sustainability Information:

5 Year CIP Budget Request

Company 00001 General
Branch Office CFM Facility Planning & Operations
Division FAC Facility Planning & Operations
Business Unit 1111 Parks Facilities
Sub Ledger 11111706 New Indoor Arena

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
9055	Buildings			9,000,000.00				9,000,000.00
		TOTAL		9,000,000.00				9,000,000.00

Description of Request: Build New Indoor Arena

Budget Justification: The new facility will be used for the County Fair

Impact on Budget: \$9,000,000.00

Budget Mandate Desc:

Sustainability Information:

5 Year CIP Budget Request

Company	00001	General							
Branch Office	CFM	Facility Planning & Operations							
Division	FAC	Facility Planning & Operations							
Business Unit	1131	MM&R-Carpet/Floor Replacement							
Sub Ledger	11311701	SHQ/COR office carpet							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
7845	Building Repair & Maint								
9055	Buildings		155,000.00					155,000.00	
		TOTAL	155,000.00					155,000.00	

Description of Request: Sheriff's offices, conference rooms, Corridors, storage closets, and foyers replacement carpet.

Budget Justification: Phase 2 of carpet replacement-
This building is 10 years old and the current carpet in the offices and conference rooms have several areas that are stained, soiled or unraveling. Recommending that the current broadloom carpet and pad be removed and replaced with the same brand and style of carpet squares we used in 2016 for the hallways and foyers, So that the entire building can be 100% completed with carpet squares through out the entire facility that will match in color and pattern.

Impact on Budget: one time cost of material and labor \$155,000.00

Budget Mandate Desc:

Sustainability Information: Ability to provide a sustainable flooring system that is made in the U.S.A and is NSF/ANSI certified, meets CRI green label plus, and if needed can contribute towards LEED credits and accreditation. Mannington states that the carpet squares are made 10% post consumer recycled content and the backing is a minimum of 40% recycled content.

5 Year CIP Budget Request

Company	00001	General							
Branch Office	NHS	Neighborhood Services							
Division	NHS	Neighborhood Services							
Business Unit	1190	One-Stop Customer Service Cent							
Sub Ledger	11901701	Virtual Permit Center							
			Current Yr	2017	2018	2019	2020	2021	
Object	Description	One-Time Cost							Total
7685	Other Professional Serv								
9170	Office Furniture & Equip	Y	100,000.00						100,000.00
		TOTAL	100,000.00						100,000.00

Description of Request: this is an effort to really do some innovative things at our front counter. It includes the following: installing a Qmatic system like we see implemented at the Clerk and Recorder s office, installing touch-screen self-service kiosks for people to submit plans, pay bills, etc., at our counter, maintain a license for call center technology to replace our phone tree, installing interactive LCD displays, and developing new web tools to provide automated or self-service tools for the "save a trip" initiative.

Budget Justification: According to testimonials from the Clerk and Recorder's Office, the Permit Center for Salt Lake City, the Permit Center for Tampa Florida, and anecdotal evidence from current improvement efforts, the services and tools within this proposal will reduce our direct service demands by as much as 60% and will drastically expand the options available to customers for fulfilling their needs. We expect this will easily reduce the need for additional FTEs in the future as we become better capable to handle volume.

Impact on Budget: Outside of general technical maintenance, presumably provided by our IT department, our only anticipated impact on the budget beyond the one-time costs is the annual license cost for Qmatic and the call center technology. We are still awaiting further information on those items to calculate total costs for future years.

Budget Mandate Desc:

Sustainability Information: With over 12,000 visitors to our front counter on an annual basis, the potential to provide web tools and kiosks (which can eventually be installed in other remote locations like the new Human Services Building) that reduce or eliminate vehicles trips altogether suggests that we could save customers money, reduce thousands of vehicle trips, and eliminate a great deal of waste since these tools and services will require digital rather than paper records.

5 Year CIP Budget Request

Company	00001	General							
Branch Office	CFM	Facility Planning & Operations							
Division	FAC	Facility Planning & Operations							
Business Unit	2009	FO - Sheriff Maintenance							
Sub Ledger	20091702	John Deere Tractor-Mowers							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
9180	Machinery								
9165	Heavy Equipment		58,000.00					58,000.00	
		TOTAL	58,000.00					58,000.00	

Description of Request:

1. Replace The existing John Deere 455 Tractor and attachments with 1 new John Deere X748 tractor and attachments.

2. Replace all older John Deere gear driven walk behind mowers, commercial push lawn mowers, Commercial grade walk behind edger, back pack blowers, and rotary broom.

Budget Justification:

1. The John Deere 455 tractor and attachments is a 1990's model and is worn out. The tractor and attachments are costing to much to properly maintain.

2. Requesting the funds to replace 4 John Deere gear driven walk behind mowers are 11 years old, And parts are getting harder to find, or obsolete these units are the end of their life expectancy Recommend the purchase of a commercial grade walk behind edger, back pack blowers, and a walk behind rotary broom.

Impact on Budget:

1. One time cost of \$26,500.00 for the new X758 tractor and attachments. The new tractor will be more reliable and will allow us to properly conduct landscape maintenance and snow removal in the winter to provide a safe environment for staff and customers.

2. Cost of new equipment. \$ 31,500.00 and all older equipment will go to auction.

Budget Mandate Desc:

Sustainability Information:

5 Year CIP Budget Request

Company	00001	General							
Branch Office	CFM	Facility Planning & Operations							
Division	FAC	Facility Planning & Operations							
Business Unit	2009	FO - Sheriff Maintenance							
Sub Ledger	20091721	Genie S60 boom lift							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
7845	Building Repair & Maint								
9180	Machinery			52,000.00				52,000.00	
		TOTAL		52,000.00				52,000.00	

Description of Request: Genie S-60 Boom lift

Budget Justification: Requesting the funds to purchase a Certified used 2007 Genie S-60 4x4 boom lift with Approximately 3000 hours and has properly been maintained and serviced as per the Manufactures guidelines. we are requesting this unit to be able to conduct repairs in a safe and efficient manner to items such as light poles, exterior windows located up 4 stories, repairs to the stucco, rain gutter. The purchase of this lift would enable other facility operations buildings staff to be able to utilize the lift as well

Impact on Budget: True one time cost of equipment.

Budget Mandate Desc:

Sustainability Information:

5 Year CIP Budget Request

Company 00001 General
Branch Office CFM Facility Planning & Operations
Division FAC Facility Planning & Operations
Business Unit 2009 FO - Sheriff Maintenance
Sub Ledger 20091722 DF-I/T data aire unit

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7845	Building Repair & Maint							
9055	Buildings			85,000.00				85,000.00
		TOTAL		85,000.00				85,000.00

Description of Request: Replacement Data-Air unit for I/T department

Budget Justification: The current Data Air unit that is used for cooling and controlling the humidity in a computer room that has o have the temperature 18 years old and has reached the end of it's life expectancy. Recommend removal and replacement.

Impact on Budget: Cost of Vendors labor and RTU unit.
ABSI- TO remove and re-install HVAC computer controls and graphics.
Systems Group to remove all fire detection devices and re-install.
Fire departments re-inspection of Suppression system in this department.

Budget Mandate Desc:

Sustainability Information:

5 Year CIP Budget Request

Company 00001 General
Branch Office CFM Facility Planning & Operations
Division FAC Facility Planning & Operations
Business Unit 2009 FO - Sheriff Maintenance
Sub Ledger 20091723 A warehouse RTU

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7845	Building Repair & Maint							
9055	Buildings				125,000.00			125,000.00
		TOTAL			125,000.00			125,000.00

Description of Request: A warehouse RTU.

Budget Justification: A warehouse has Very minimal cooling and heat in this work area. In 2005 the Sheriff's office elected to create an office space inside this storage area to better serve the facilities needs with ordering and delivering supplies. In order to provide a comfortable work environment recommend installation of a roof top unit to provide adiquite heating and cooling.

Impact on Budget: True one time cost of Roof top unit, permits and vendors labor to install and program.

Budget Mandate Desc:

Sustainability Information:

5 Year CIP Budget Request

Company	00001	General							
Branch Office	CFM	Facility Planning & Operations							
Division	FAC	Facility Planning & Operations							
Business Unit	2009	FO - Sheriff Maintenance							
Sub Ledger	20091724	A mechanical room water heater							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
7845	Building Repair & Maint								
9055	Buildings			165,000.00				165,000.00	
		TOTAL		165,000.00				165,000.00	

Description of Request:

Replacement water heaters and water storage tanks in A mechanical room.

Budget Justification:

Requesting the funds to replace the current water heaters and hot water storage tanks in A mechanical room with units that are 95% energy efficient. The current water heaters are 23 years old and have exceeded their life expectancy. replacement with units that are 95% energy efficient will reduce the overall utility costs.

Impact on Budget:

Cost of vendors labor, permits and programming into the HVAC controls.

Budget Mandate Desc:

Sustainability Information:

Recommend replacing the current 23 year old water heaters in A mechanical room that have reached the end of the life expectancy, and the parts are obsolete and costly to properly maintain. Recommending that the 2 water heaters in A mechanical room be replaced with 95% energy efficient units. Replacing the older units with an energy efficient model will reduce the overall utilities.

5 Year CIP Budget Request

Company	00001	General							
Branch Office	CFM	Facility Planning & Operations							
Division	FAC	Facility Planning & Operations							
Business Unit	2009	FO - Sheriff Maintenance							
Sub Ledger	20091725	B mechanical room water heater							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
7845	Building Repair & Maint								
9055	Buildings				165,000.00			165,000.00	
		TOTAL			165,000.00			165,000.00	

Description of Request: Replacement water heaters and water storage tanks in B mechanical room.

Budget Justification: Requesting the funds to replace the current water heaters and hot water storage tanks in B mechanical room with units that are 95% energy efficient. The current water heaters are 23 years old and have exceeded their life expectancy. replacement with units that are 95% energy efficient will reduce the overall utility costs.

Impact on Budget: Cost of vendors labor, permits and programming into the HVAC controls.

Budget Mandate Desc:

Sustainability Information:

5 Year CIP Budget Request

Company	00001	General							
Branch Office	CFM	Facility Planning & Operations							
Division	FAC	Facility Planning & Operations							
Business Unit	2009	FO - Sheriff Maintenance							
Sub Ledger	20091727	D water heater replacement							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
7845	Building Repair & Maint								
9055	Buildings						165,000.00	165,000.00	
		TOTAL					165,000.00	165,000.00	

Description of Request: Replacement water heaters and water storage tanks in D mechanical room.

Budget Justification: Requesting the funds to replace the current water heaters and hot water storage tanks in D mechanical room with units that are 95% energy efficient. The current water heaters are 26 years old and have exceeded their life expectancy. Replacement with units that are 95% energy efficient will reduce the overall utility costs.

Impact on Budget: Cost of vendors labor, permits and programming into the HVAC controls.

Budget Mandate Desc:

Sustainability Information: Recommend replacing the current 26 year old water heaters in D mechanical room that have reached the end of the life expectancy, and the parts are obsolete and costly to properly maintain. Recommending that the 2 water heaters in D mechanical room be replaced with 95% energy efficient units. Replacing the older units with an energy efficient model will reduce the overall utilities.

5 Year CIP Budget Request

Company	00001	General							
Branch Office	CFM	Facility Planning & Operations							
Division	FAC	Facility Planning & Operations							
Business Unit	2009	FO - Sheriff Maintenance							
Sub Ledger	20091728	A module sink/shower PWT							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost							Total
7845	Building Repair & Maint								
9055	Buildings				395,000.00				395,000.00
		TOTAL			395,000.00				395,000.00

Description of Request:

A module programmed water technology.

Budget Justification:

The current Sinks and showers in A module are approximately 20 years old and parts are getting obsolete, And costly to repair. Recommending that the current Shower/Sinks be replaced with programmed water technology, The initial costs to install this technology are costly, But the overall savings in water utilities has proven to outweigh the costs. We currently have this type of technology installed but is limited to toilets only, completing the shower & sinks would complete the module.

Impact on Budget:

Cost of vendor s labor, materials and necessary permits and computer installation and licensing.

Budget Mandate Desc:

Sustainability Information:

The County has adopted the Sustainability s departments 2030 plan and part of this plans goal 3.1 was to reduce the non-renewable sources by the County buildings per square foot by 25%. Installation of this technology would move the Detention facility towards that achieving that goal.

5 Year CIP Budget Request

Company	00001	General							
Branch Office	CFM	Facility Planning & Operations							
Division	FAC	Facility Planning & Operations							
Business Unit	2009	FO - Sheriff Maintenance							
Sub Ledger	20091729	B module sink/shower PWT							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
7845	Building Repair & Maint								
9055	Buildings					395,000.00		395,000.00	
		TOTAL				395,000.00		395,000.00	

Description of Request:

B module Shower and hand sink programmed water technology.

Budget Justification:

The current Sinks and showers in B module are approximately 21 years old and parts are getting obsolete, And costly to repair. Recommending that the current Shower/Sinks be replaced with programmed water technology, The initial costs to install this technology are costly, But the overall savings in water utilities has proven to outweigh the costs. We currently have this type of technology installed but is limited to toilets only, completing the shower & sinks would complete the module.

Impact on Budget:

Cost of vendor s labor, materials and necessary permits and computer installation and licensing.

Budget Mandate Desc:

Sustainability Information:

The County has adopted the Sustainability s department s 2030 plan and part of this plans goal 3.1 was to reduce the non-renewable sources by the County buildings per square foot by 25%. Installation of this technology would move the Detention facility towards that achieving that goal.

5 Year CIP Budget Request

Company	00001	General							
Branch Office	ESP	Sheriff - Field/Admin.							
Division	SHA	Sheriff - Field/Admin.							
Business Unit	2010	SHF- MIS Unit							
Sub Ledger	20101706	Virtual Server Upgrade							
			Current Yr	2017	2018	2019	2020	2021	
Object	Description	One-Time Cost							Total
9160	Computer Equipment			84,000.00					84,000.00
7561	Computers	Y							
		TOTAL		84,000.00					84,000.00

Description of Request: Upgrade the agency's server environment at the Substation

Budget Justification: With the addition of new projects and storage requirements at the Substation, it is necessary to match the virtual infrastructure design similar to that of the Jail. Implementation of Tritech JMS will require stable VM environment for DR design. The introduction of the following systems will require significant increase in storage capacity.
Detectives Cellebrite cell phone evidence extractions. Detectives Video Interview systems upgrade. Detectives camera additions for Property Evidence.

Impact on Budget: One time expense. 5 year warranty/maintenance support built into proposed equipment purchase.

Budget Mandate Desc:

Sustainability Information:

5 Year CIP Budget Request

Company	00001	General							
Branch Office	ESP	Sheriff - Field/Admin.							
Division	SHA	Sheriff - Field/Admin.							
Business Unit	2010	SHF- MIS Unit							
Sub Ledger	20101708	Replace Livescan Equipment							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
9160	Computer Equipment	Y	39,624.00					39,624.00	
7561	Computers								
		TOTAL	39,624.00					39,624.00	

Description of Request:

Scheduled replacement of Livescan equipment reaching end of support life

Budget Justification:

The agency maintains 5 production biometric livescan systems at various locations. One is being replaced in 2016, two were purchased in 2012 and will be end of life in 2017, and final two will be end of life in 2018. Livescan devices are critical to the law enforcement function of the agency. It is recommended that equipment reaching end of life be replaced in 2017 to ensure uninterrupted service from our service vendor Dataworks Plus.

Impact on Budget:

These are one time purchases with a support life of 5 years from the vendor. Next replacement of these two devices would be in 2022.

Budget Mandate Desc:

Sustainability Information:

5 Year CIP Budget Request

Company	00001	General							
Branch Office	ESP	Sheriff - Field/Admin.							
Division	SHA	Sheriff - Field/Admin.							
Business Unit	2011	SHF- Admin Services Division							
Sub Ledger	20111705	Add Office Space at HQ							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
9055	Buildings		78,000.00					78,000.00	
		TOTAL	78,000.00					78,000.00	

Description of Request: Add office space per the Facility CIP form provided to Facilities.

Budget Justification: HQ is currently out of space to accommodate work space and/or offices. To accommodate staff that have been relocated to HQ in the best interests of business operations, we need to add office space and reconfigure the admin area that is occupied by the Executive Assistants.

Impact on Budget: Unknown, awaiting estimate from Facilities for our 2017 budget.

Budget Mandate Desc:

Sustainability Information:

5 Year CIP Budget Request

Company	00001	General							
Branch Office	ESP	Sheriff - Field/Admin.							
Division	SHA	Sheriff - Field/Admin.							
Business Unit	2011	SHF- Admin Services Division							
Sub Ledger	20111706	Replace Utility Truck							
			Current Yr	2017	2018	2019	2020	2021	
Object	Description	One-Time Cost							Total
9175	Vehicles & Equipment			55,000.00					55,000.00
		TOTAL		55,000.00					55,000.00

Description of Request: Replace the 1 ton truck that was purchased in 2001 for pulling different trailers for the Sheriff's Office operational needs.

This was recommended for replacement in 2017 per the 2016 5-Year CIP.

Budget Justification: This 1 ton truck is used for a variety of uses across the Sheriff's Office. It is used a couple of times per week on average for Posse needs, hauling the ATV trailer/cone trailer/light towers and in snow events where a large truck is necessary. It is also used for events such as the Fair. This was never put on a Fleet replacement schedule, but should be going forward.

Impact on Budget: ongoing O&M of \$913 per month;
depreciation of \$458 per month for
120 months for the next replacement

Budget Mandate Desc:

Sustainability Information:

5 Year CIP Budget Request

Company	00001	General							
Branch Office	ESP	Sheriff - Field/Admin.							
Division	SHA	Sheriff - Field/Admin.							
Business Unit	2011	SHF- Admin Services Division							
Sub Ledger	20111707	Radio Replacement							
			Current Yr	2017	2018	2019	2020	2021	
Object	Description	One-Time Cost							Total
9155	Communication Equipment			643,127.00	1,154,317.00	1,154,317.00			2,951,761.00
		TOTAL		643,127.00	1,154,317.00	1,154,317.00			2,951,761.00

Description of Request: Replace radios which will no longer be serviceable.

Recommended per the 2016 5-Year CIP

Budget Justification: XTS5000 series radios will not be serviceable beginning in 2017 and will need to be replaced in 2017 XTS2500 series radios carried by will not be serviceable beginning in 2019 and will need to be replaced by 2019; recommending begin the process in 2018 and complete transition in 2019.

Impact on Budget: No ongoing cost beyond the replacements until the warranty expiration when we incur operating costs for repairs.

Budget Mandate Desc:

Sustainability Information:

5 Year CIP Budget Request

Company 00001 General
Branch Office ESP Sheriff - Field/Admin.
Division SHA Sheriff - Field/Admin.
Business Unit 2016 SHF- Detective Division
Sub Ledger 20161702 Interview Rooms

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
9160	Computer Equipment	Y	70,909.00					70,909.00
		TOTAL	70,909.00					70,909.00

Description of Request: New equipment for all interview rooms for the Substation and Eastern Plains Substation.

Budget Justification: Current systems are basically personal computers with off the shelf software utilizing the old VCR analog cameras running at 640 lines of resolution. Loss of evidence is a growing concern with the age of the equipment. A newer system will allow for monitoring of the interview from anywhere in the Sheriff's Office with automatic archiving and redundancy.

Impact on Budget: N/A

Budget Mandate Desc:

Sustainability Information:

5 Year CIP Budget Request

Company	00001	General
Branch Office	ESP	Sheriff - Field/Admin.
Division	SHA	Sheriff - Field/Admin.
Business Unit	2016	SHF- Detective Division
Sub Ledger	20161704	Remodel Property Evidence

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
9170	Office Furniture & Equip	Y	40,000.00					40,000.00
7570	Office Furniture							
		TOTAL	40,000.00					40,000.00

Description of Request: Remodel the property evidence work area at the Substation.

Budget Justification: As noted in the audit, the workspace and work environment are inadequate for space and time of processing. It isn't configured to allow for efficient use of space or for proper work flow and incoming/outgoing property. Managing the property/evidence is a high liability issue and it is important to process efficiently and effectively.

Impact on Budget: n/a

Budget Mandate Desc:

Sustainability Information:

5 Year CIP Budget Request

Company	00001	General							
Branch Office	ESP	Sheriff - Field/Admin.							
Division	SHA	Sheriff - Field/Admin.							
Business Unit	2016	SHF- Detective Division							
Sub Ledger	20161705	Crown Forklift							
			Current Yr	2017	2018	2019	2020	2021	
Object	Description	One-Time Cost							Total
9165	Heavy Equipment	Y		40,000.00					40,000.00
		TOTAL		40,000.00					40,000.00

Description of Request: Replacement Crown Forklift with rail adjustment guides for the Property/Evidence Unit in Detectives.

Recommended in the 2016 5-Year CIP

Budget Justification: Currently we use a Crown Stock Picker Model SP310-30. This forklift was built in 1996 and was acquired by the Sheriff's Office in 2003 as a refurbished unit for the Property Evidence Unit. This forklift has been in use since that year.
The expected life of this type of forklift is 7 to 10 years. This one is several years now beyond the life expectancy and needs to be replaced. The current forklift is starting to break down often and it is becoming hard to find the replacement parts.

Impact on Budget: n/a

Budget Mandate Desc:

Sustainability Information:

5 Year CIP Budget Request

Company	00001	General							
Branch Office	ESP	Sheriff - Field/Admin.							
Division	SHA	Sheriff - Field/Admin.							
Business Unit	2017	SHF- Patrol Division							
Sub Ledger	20171704	K-9 Replacements							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
9180	Machinery	Y	18,000.00					18,000.00	
		TOTAL	18,000.00					18,000.00	

Description of Request: Normally scheduled replacement of Marco at the end of 2016/early 2017.
Apollo was retired due to the amputation of his leg and needs to be replaced.

Budget Justification: K-9s are a valuable component and need to be replaced every 6-7 years. This year we will need to replace 2 due to an early retirement following a leg amputation of one K-9.

Impact on Budget: food and medical care for the K-9 included in our operating budget

Budget Mandate Desc:

Sustainability Information:

5 Year CIP Budget Request

Company	00001	General							
Branch Office	ESP	Sheriff - Field/Admin.							
Division	SHA	Sheriff - Field/Admin.							
Business Unit	2017	SHF- Patrol Division							
Sub Ledger	20171706	Substation Garage/Parking							
			Current Yr	2017	2018	2019	2020	2021	
Object	Description	One-Time Cost							Total
9055	Buildings								
9015	Land Improvements	Y	2,300,000.00						2,300,000.00
		TOTAL	2,300,000.00						2,300,000.00

Description of Request: Add a parking garage/lot to the Birch Street area for vehicle/equipment storage and employee parking issues at the Substation.

Budget Justification: Staffing increases over the years and the specialized equipment and vehicles have caused parking issues in the secure area

Impact on Budget: n/a

Budget Mandate Desc:

Sustainability Information:

5 Year CIP Budget Request

Company 00001 General
Branch Office ESP Sheriff - Field/Admin.
Division SHA Sheriff - Field/Admin.
Business Unit 2018 SHF- Records/Warrants Section
Sub Ledger 20181701 Add Office Space for Records

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
9170	Office Furniture & Equip		100,000.00					100,000.00
7835	Other Repair & Maint							
		TOTAL	100,000.00					100,000.00

Description of Request: Remove File room to create 3 additional offices and 1 training area for new employees to spend time with the FTO at the beginning of training.

Budget Justification: Convert the supervisors office to the records dissemination for a part time employee and the microfilm machine. File room will be gutted to condense the area to house the permanent cases and create offices in the remainder. 2 offices for the 24/7 supervisors, 1 office to be shared by 2 extradition employees and 1 small office/area for supplies.

Impact on Budget: n/a

Budget Mandate Desc:

Sustainability Information:

5 Year CIP Budget Request

Company	00001	General							
Branch Office	ECC	Coroner							
Division	COR	Coroner							
Business Unit	2031	County Coroner							
Sub Ledger	20311701	Replace Radiography Equipment							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
9165	Heavy Equipment								
9180	Machinery	Y	420,000.00					420,000.00	
9170	Office Furniture & Equip	Y	10,000.00					10,000.00	
		TOTAL	430,000.00					430,000.00	

Description of Request: Postmortem radiography machine: Lodox Statscan

Budget Justification: Current radiography equipment is outdated and more than 10 years old. Its technology is becoming difficult to support and maintain and the quality of the images is outdated and poor. Postmortem radiographs are imperative to documenting injuries, creating records for criminal and civil proceedings, locating radiation implants that may be harmful to staff, and efficiently finding and removing projectiles such as bullets. Forensic accrediting bodies require use of radiography equipment in death investigation.

Impact on Budget: \$420,000

Includes purchase and installation

www.lodox.com

Budget Mandate Desc:

Sustainability Information: The requested radiography machine is highly efficient, well-known in the forensic field, and emits low-radiation. Due to the lower radiation exposure to staff, we would no longer need to monitor staff's radiation exposure. The machine's efficiency and simplicity would cut down immensely on the time staff spends taking radiographs.

5 Year CIP Budget Request

Company	00001	General							
Branch Office	ESA	Emergency Management							
Division	OEP	Emergency Management							
Business Unit	2041	Emerg Mngt-Administraion							
Sub Ledger	20411701	Tornado Warning System							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
7685	Other Professional Serv								
9155	Communication Equipment	Y	100,000.00					100,000.00	
		TOTAL	100,000.00					100,000.00	

Description of Request: The County's approved Hazard Mitigation Plan was developed several years ago and established a list of prioritized projects for immediate implementation. However, those projects have not been pursued. Our goal is to implement the topmost priority in 2017, the development of a tornado warning system for the vulnerable, populated areas of Adams County surrounding the new transit stations. This project would be implemented in collaboration with RTD.

Budget Justification: Justification is established by virtue of the project being designated as the Top Priority of the County's Hazard Mitigation Plan. This plan was formed after extensive research and public stakeholder input.

Impact on Budget: This project is estimated to cost \$100,000 in one-time expenses. These costs would cover the purchase of warning system equipment and a contractor for design and installation. Other soft costs would be absorbed by staff managing the project.

Budget Mandate Desc:

Sustainability Information: There is no direct sustainability benefit but, as a public safety improvement for a vulnerable population, the project provides indirect benefit to potential property loss and personal injury and helps to improve the safety of transit stations in Adams County which, by themselves, provide significant sustainability benefits as mass transit infrastructure.

5 Year CIP Budget Request

Company	00001	General							
Branch Office	ESD	Sheriff - Correctional							
Division	SHC	Sheriff - Corrections							
Business Unit	2071	SHF- Detention Facility							
Sub Ledger	20711701	HMI/PLC Upgrade Jail Security							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
7565	Minor Equipment								
9060	Building Improvements	Y	555,000.00					555,000.00	
		TOTAL	555,000.00					555,000.00	

Description of Request: Upgrade existing security panel system to be compatible with software.

Budget Justification: Current hardware for panel system is very old requiring more repairs. It's a security and safety concern when control panels are not functioning properly.

Impact on Budget: \$545,000

Budget Mandate Desc:

Sustainability Information: n/a

5 Year CIP Budget Request

Company	00001	General							
Branch Office	ESD	Sheriff - Correctional							
Division	SHC	Sheriff - Corrections							
Business Unit	2071	SHF- Detention Facility							
Sub Ledger	20711702	Booking Remodel							
			Current Yr	2017	2018	2019	2020	2021	
Object	Description	One-Time Cost							Total
7845	Building Repair & Maint								
9055	Buildings	Y		81,500.00					81,500.00
9060	Building Improvements								
		TOTAL		81,500.00					81,500.00

Description of Request:

Remodel Booking area for a more effective and efficient work space.

Budget Justification:

The Booking area has not been remodel in years. The horseshoe desk area would be reconfigured and made more effective. This will also include work spaces for two court services employees who currently work in a very tight space with inmates being booked into the facility. The flooring would be replaced to a rubberized floor which can be sanitized in lieu of the current carpet.

Impact on Budget:

\$30,000.00-40,000.00.

Budget Mandate Desc:

Sustainability Information:

n/a

5 Year CIP Budget Request

Company	00001	General							
Branch Office	ESD	Sheriff - Correctional							
Division	SHC	Sheriff - Corrections							
Business Unit	2071	SHF- Detention Facility							
Sub Ledger	20711706	Jail Courtroom B Remodel							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
9055	Buildings	Y	225,000.00					225,000.00	
		TOTAL	225,000.00					225,000.00	

Description of Request: Increase office space, add conference space and men's and women's bathroom in Courtroom B area or near the new mental health unit. Conference Room, new office spaces (6) 2 single occupancy restrooms. Per Facilities: \$165,600; if moved to different area in the Jail due to required needs, should be detention grade construction. Estimate increases to \$225,000.

Budget Justification: The Detention Facility is in need of office space. The current office space has enough square footage to house 1 or 2 employees with files. These spaces are currently being used by far too many people and given the storage and walkways that are obstructed it is making for an unsafe work environment. Access to bathrooms is a significant issue in this area.

Impact on Budget: n/a

Budget Mandate Desc:

Sustainability Information:

5 Year CIP Budget Request

Company	00001	General							
Branch Office	ESD	Sheriff - Correctional							
Division	SHC	Sheriff - Corrections							
Business Unit	2071	SHF- Detention Facility							
Sub Ledger	20711708	Vehicle- Work Release Visits							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
9175	Vehicles & Equipment		30,000.00					30,000.00	
		TOTAL	30,000.00					30,000.00	

Description of Request: Add a sedan vehicle for Work Release site visits.

Budget Justification: Currently borrowing vehicles from other staff at the Jail to perform Work Release site visits. In a typical week they are out 3 days/week for the entire day doing these visits.

Impact on Budget: O&M and Capital replacement costs-
72 months capital replacement = \$416/month based on \$30,000 purchase for Fusion type vehicle per Jeff Bowman.

Budget Mandate Desc:

Sustainability Information:

5 Year CIP Budget Request

Company	00001	General							
Branch Office	ESD	Sheriff - Correctional							
Division	SHC	Sheriff - Corrections							
Business Unit	2072	SHF- Justice Center							
Sub Ledger	20721702	Upgrade Security Surveillance							
			Current Yr	2017	2018	2019	2020	2021	
Object	Description	One-Time Cost							Total
9155	Communication Equipment	Y		300,000.00					300,000.00
		TOTAL		300,000.00					300,000.00

Description of Request: During the Courthouse expansion, this project should be completed to update the old systems and integrate the new area with the old.

Budget Justification: Potential to be on 3 systems if the old systems are upgraded while the new is being installed.

Impact on Budget: n/a

Budget Mandate Desc:

Sustainability Information:

5 Year CIP Budget Request

Company	00001	General							
Branch Office	CPK	Parks & Comm. Resources							
Division	PAR	Parks & Comm. Resources							
Business Unit	5012	PKS- Regional Complex							
Sub Ledger	50121701	Update Sign US 85 /124th Ave							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
9110	Improv Other Than Bldgs		60,000.00					60,000.00	
		TOTAL	60,000.00					60,000.00	

Description of Request: Refurbish / Update Regional Park Sign at US 85 and 124th Ave.

Budget Justification: Existing sign is outdated and we can no longer get service for the sign as it is running on a software system that is no longer supported. A new sign will enhance the ability to read the displays and will also be able to send updated information via phone, radio or fiber optics. Currently, someone has to go out to the site and upload the updates for the sign. The new display boards can potentially be repurposed if the sign is ever removed from its existing location.

Impact on Budget: Impacts will be minimal. In fact, because of time savings for updating a new sign should have a positive impact on future budgets.

Budget Mandate Desc:

Sustainability Information: A new, modern sign will be more reliable and energy efficient thus saving energy, time and money. Exact values are difficult to determine at this time.

5 Year CIP Budget Request

Company	00001	General							
Branch Office	CPK	Parks & Comm. Resources							
Division	PAR	Parks & Comm. Resources							
Business Unit	5012	PKS- Regional Complex							
Sub Ledger	50121703	Potable Water Tank Refinish							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
9110	Improv Other Than Bldgs			100,000.00				100,000.00	
		TOTAL		100,000.00				100,000.00	

Description of Request: Recoat / line interior of water storage tanks at Regional Park

Budget Justification: By 2018 the water tanks should be recoated in order to minimize the potential for failure. The 100,000 gallon elevated tank was recoated in 2001 and the underground storage tanks were recoated in 2006. We do periodic inspections of the tanks to ensure that they are in adequate condition. Based on previous inspections and reports the tanks should ideally be recoated by 2018.

Impact on Budget: Annual impact to budget will be minimal as the newly coated tanks will be more reliable and under a limited warranty the first year.

Budget Mandate Desc: Yes, we are mandated by the CDPHE to keep our water system up to a reasonable standard which includes making sure that the tanks are coated and maintained appropriately.

Sustainability Information: Sustainability goals will be achieved by keeping our system up to date and running efficiently.

5 Year CIP Budget Request

Company	00001	General							
Branch Office	CPK	Parks & Comm. Resources							
Division	PAR	Parks & Comm. Resources							
Business Unit	5012	PKS- Regional Complex							
Sub Ledger	50121704	Design New Livestock Barns							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
9055	Buildings			600,000.00				600,000.00	
		TOTAL		600,000.00				600,000.00	

Description of Request: Design (2018) / Construct (2019) new Livestock Barns at Fairgrounds based on previously adopted Fairgrounds Master Plan. Construction to include a 63,155 sq. ft. Main Livestock Barn and a 55,673 sq. ft. ancillary barns that would include port-a- stalls and a central auction space in the main barn and permanent stalls and wash racks in the ancillary barns.

Budget Justification: By 2018, the existing barns will be nearly 50 years old and a nearing the end of their useful life span. The existing barns are currently undersized and stalls are smaller than the current standard per the Adams County Fairgrounds Master Plan.

Impact on Budget: Annual impact to budget will be positive as the new livestock barns will be much more efficient, accessible, safe and reliable. Consequently, this should reduce maintenance and repairs while also increasing the amount of money that will be realized through facility rentals. New barns should also increase pride and productivity of staff members. Annual cost savings are estimated to be approximately \$8K

Budget Mandate Desc:

Sustainability Information: LEED certification should be considered for all new facilities constructed at the Regional Park. Estimated value of cost savings is difficult to compute but should exceed \$8k annually.

5 Year CIP Budget Request

Company	00001	General						
Branch Office	CPK	Parks & Comm. Resources						
Division	PAR	Parks & Comm. Resources						
Business Unit	5012	PKS- Regional Complex						
Sub Ledger	50121705	Construct New Livestock Barns						
		Current Yr	2017	2018	2019	2020	2021	
Object	Description	One-Time Cost						Total
9055	Buildings				6,000,000.00			6,000,000.00
		TOTAL			6,000,000.00			6,000,000.00

Description of Request: Construct new Livestock Barns at Fairgrounds based on previously adopted Fairgrounds Master Plan. Construction to include a 63,155 sq. ft. Main Livestock Barn and a 55,673 sq. ft. ancillary barns that would include port-a- stalls and a central auction space in the main barn and permanent stalls and wash racks in the ancillary barns.

Budget Justification: By 2019, the existing barns will be nearly 50 years old and a nearing the end of their useful life span. The existing barns are currently undersized and stalls are smaller than the current standard per the Adams County Fairgrounds Master Plan.

Impact on Budget: Annual impact to budget will be positive as the new livestock barns will be much more efficient, accessible, safe and reliable. Consequently, this should reduce maintenance and repairs while also increasing the amount of money that will be realized through facility rentals. New barns should also increase pride and productivity of staff members. Annual cost savings are estimated to be approximately \$8K

Budget Mandate Desc: YES, we are mandated to either bring our facilities into compliance with the ADA and/or establish a transition plan that illustrates how this transition to the 2010 ADA standards will occur.

Sustainability Information: LEED certification should be considered for all new facilities constructed at the Regional Park. Estimated value of cost savings is difficult to compute but should exceed \$8k annually.

5 Year CIP Budget Request

Company	00001	General							
Branch Office	CPK	Parks & Comm. Resources							
Division	PAR	Parks & Comm. Resources							
Business Unit	5012	PKS- Regional Complex							
Sub Ledger	50121706	Replace 2007 Case Forklift							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost							Total
9165	Heavy Equipment				140,000.00				140,000.00
		TOTAL			140,000.00				140,000.00

Description of Request:

Replace 2007 Case Forklift

Budget Justification:

By 2019 the Case Forklift will be 12 years old and in need of replacement. A forklift is a critical piece of equipment to the Regional Park Facility/Utility operations for special events and contracted event set-ups.

Impact on Budget:

Impact to budget will be minimal and should actually provide a positive impact through having a more efficient piece of equipment with less down time for repairs.

Budget Mandate Desc:

Sustainability Information:

The new forklift should be much more efficient and will reduce emissions and fuel consumption.

5 Year CIP Budget Request

Company	00001	General							
Branch Office	CPK	Parks & Comm. Resources							
Division	PAR	Parks & Comm. Resources							
Business Unit	5012	PKS- Regional Complex							
Sub Ledger	50121707	Design New Grandstand Area							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
9055	Buildings					800,000.00		800,000.00	
		TOTAL				800,000.00		800,000.00	

Description of Request: Design a new Grandstand Area based on previously adopted Fairgrounds Master Plan. Construction to include the arena floor, concessions, ticketing, storage, restrooms, fencing, gates, stock pens, auxiliary and warm up arena area, associated fencing, panels, gates, and chutes and is estimated to cost approximately \$8 million to construct.

Budget Justification: By 2020, the existing grandstand arena will be 50 years old and a nearing the end of its useful life span. The existing grandstands are currently undersized and pens and chutes are smaller than the current standard per the Adams County Fairgrounds Master Plan. The inefficiency of existing systems ADA accessibility is also something that needs to be addressed.

Impact on Budget: Annual impact to budget will be positive as the grandstands will be much more efficient, accessible, safe and reliable. Consequently, this should reduce maintenance and repairs while also increasing the amount of money that will be realized through facility rentals. A new grandstand arena should also increase pride and productivity of staff members. Annual cost savings are estimated to be approximately \$10K.

Budget Mandate Desc: YES, we are mandated to either bring our facilities into compliance with the ADA and/or establish a transition plan that illustrates how this transition to the 2010 ADA standards will occur.

Sustainability Information: LEED certification should be strongly considered for all new facilities constructed at the Regional Park. Estimated value of cost savings is difficult to compute but should exceed \$10k annually.

5 Year CIP Budget Request

Company	00001	General							
Branch Office	CPK	Parks & Comm. Resources							
Division	PAR	Parks & Comm. Resources							
Business Unit	5012	PKS- Regional Complex							
Sub Ledger	50121708	Construct New Grandstand Arena							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
9055	Buildings						8,000,000.00	8,000,000.00	
		TOTAL					8,000,000.00	8,000,000.00	

Description of Request: Construct (2021) a new Grandstand Area based on previously adopted Fairgrounds Master Plan. Construction to include the arena floor, concessions, ticketing, storage, restrooms, fencing, gates, stock pens, auxiliary and warm up arena area, associated fencing, panels, gates, and chutes and is estimated to cost approximately \$8 million

Budget Justification: Construct (2021) a new Grandstand Area based on previously adopted Fairgrounds Master Plan. Construction to include the arena floor, concessions, ticketing, storage, restrooms, fencing, gates, stock pens, auxiliary and warm up arena area, associated fencing, panels, gates, and chutes and is estimated to cost approximately \$7 million

Impact on Budget: Annual impact to budget will be positive as the grandstands will be much more efficient, accessible, safe and reliable. Consequently, this should reduce maintenance and repairs while also increasing the amount of money that will be realized through facility rentals. A new grandstand arena should also increase pride and productivity of staff members. Annual cost savings are estimated to be approximately \$10K.

Budget Mandate Desc: YES, we are mandated to either bring our facilities into compliance with the ADA and/or establish a transition plan that illustrates how this transition to the 2010 ADA standards will occur.

Sustainability Information: LEED certification should be considered for all new facilities constructed at the Regional Park. Estimated value of cost savings is difficult to compute but should exceed \$10k annually.

5 Year CIP Budget Request

Company	00001	General							
Branch Office	CPK	Parks & Comm. Resources							
Division	PAR	Parks & Comm. Resources							
Business Unit	5015	PKS- Grounds Maintenance							
Sub Ledger	50151701	12' (WA) Wing Mower Replacemen							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
9180	Machinery			85,000.00				85,000.00	
		TOTAL		85,000.00				85,000.00	

Description of Request: Replace John Deere 12' wide area mower with new 1600 series wide area mower

Budget Justification: Mower will be ten years old and reaching the end of its useful life and will need to be replaced by 2018.

Impact on Budget: Annual impact on budget should be minimal as the new equipment will be under warranty, more efficient and reliable.

Budget Mandate Desc:

Sustainability Information: New mower will be an efficient diesel powered machine that could potentially burn bio-diesel as an alternative fuel.

5 Year CIP Budget Request

Company	00001	General							
Branch Office	CPK	Parks & Comm. Resources							
Division	PAR	Parks & Comm. Resources							
Business Unit	5015	PKS- Grounds Maintenance							
Sub Ledger	50151702	Decommission Sewer Lagoon @ RP							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
9015	Land Improvements			120,000.00				120,000.00	
		TOTAL		120,000.00				120,000.00	

Description of Request:

Decommission sewer lagoon at Regional Park. Work to include pumping out lagoon, removing sediment / solids, drying out and land filling solids and either capping the existing lagoon or continuing to use the lagoon as a water feature at the golf course. We intend to hire a consultant to develop a plan of attack in 2016/2017 (estimated cost \$20K) and then completing construction in late 2018 during the slow golf season (Estimated Cost \$120K).

Budget Justification:

Through negotiations with Metro Wastewater we will be tying into the new Northern Treatment Plant once the plant is finished. We have opted to begin sending flows to the plant in 2018 through the City of Brighton as a sponsor. Due to the fact that we have initiated a site location application with the Colorado Department of Public Health and Environment (CDPHE) we will be mandated to tie into the new modern sewage treatment plant within a reasonable time frame.

Impact on Budget:

Sewage fees will be charged by Metro and passed on to us through the City of Brighton. These fees have yet to be determined but will be based on our metered flows at Lift Station #2 and wrapped into a service agreement with Brighton prior to flows being accepted.

Budget Mandate Desc:

Yes, the Colorado Department of Public Health and Environment (CDPHE) expects the County to tie into the Metro plant once flows can be ascertained and a service agreement is in place due to the process that we participated in through the CDPHE Site Location Application (SLA).

Sustainability Information:

This project will help in our sustainability goals by keeping more water in the river through minimizing the amount of water that had previously been evaporated into the atmosphere through the aeration process at the lagoon. Additionally, the EPA is very animate that taking these types of lagoon facilities off-line and diverting flows to modern waste treatment facilities is the right thing to do for the environment.

5 Year CIP Budget Request

Company	00001	General							
Branch Office	CPK	Parks & Comm. Resources							
Division	PAR	Parks & Comm. Resources							
Business Unit	5015	PKS- Grounds Maintenance							
Sub Ledger	50151703	Replace Reg. Park Playground							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost							Total
9110	Improv Other Than Bldgs				500,000.00				500,000.00
		TOTAL			500,000.00				500,000.00

Description of Request: Replace playground equipment at Regional Park that meets or exceeds ADA and safety standards and that includes age appropriate areas for 2-5 year olds as well as 5-12 year olds as recommended by the National Recreation and Park Association (NRPA) Playground Standards

Budget Justification: By 2019, the existing playground at the Regional Park will be nearing the end of its useful life (20 years old). According to the National Recreation and Parks Association (NRPA), each year, approximately 200,000 children fifteen years and younger are treated in emergency rooms for playground related injuries. In addition to this, the 2010 ADA standards are more stringent and require that playgrounds provide more accessible platforms, surfacing materials and access areas.

Impact on Budget: Impacts to future budgets should be minimal as the new equipment and surfacing will require less overall maintenance. The annual cost of maintenance and monthly playground inspections is estimated to be \$12K-\$15K.

Budget Mandate Desc: YES, per the ADA, we must move towards compliance with the 2010 ADA Standards by having an implementation or at the very least a transition plan to integrate new, compliant equipment into our parks.

Sustainability Information: Various sustainability measures could be included in the site improvements such as: use of local and sustainable building materials, use of plant select (native) plants in landscaping areas. Estimated values of savings achieved are not easily computed at this time but will be included in the planning of the area.

5 Year CIP Budget Request

Company	00001	General							
Branch Office	CPK	Parks & Comm. Resources							
Division	PAR	Parks & Comm. Resources							
Business Unit	5017	PKS- Brantner Mine Lake Restr							
Sub Ledger	50171701	Phase I of the Mann Lakes Mast							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
9010	Land								
9095	Concrete Trails			250,000.00					250,000.00
9015	Land Improvements			1,250,000.00					1,250,000.00
9135	Road & Streets			2,000,000.00					2,000,000.00
		TOTAL		3,500,000.00					3,500,000.00

Description of Request:

Phase I of the Adams County Regional Park South and Northeast Areas Master Plan Update
9015 - Land Improvements = \$1,250,000
9095 Concrete Trails = \$ 250,000
9135 Roads & Streets = \$2,000,000
TOTAL = \$3,500,000

Budget Justification:

This area will become the entry to the Regional Park so it is imperative that the improvements meet the standards developed in the Master Plan Update for the site

Impact on Budget:

Phase I of the Adams County Regional Park South and Northeast Areas Master Plan Update

Budget Mandate Desc:

Sustainability Information:

Various sustainability measures will be included in the site improvements: potential for micro-hydropower, solar, wind, use of LED lighting, etc. Additional water efficiency measures will include: central irrigation controls, weather station, plant select (native) plants. Estimated values of savings achieved are not easily computed at this time.

5 Year CIP Budget Request

Company	00004	Capital Facilities Fund							
Branch Office	CFM	Facility Planning & Operations							
Division	FAC	Facility Planning & Operations							
Business Unit	3098	General Capital Improvements							
Sub Ledger	30981701	New Animal Shelter							
			Current Yr	2017	2018	2019	2020	2021	
Object	Description	One-Time Cost							Total
9055	Buildings			14,000,000.00					14,000,000.00
		TOTAL		14,000,000.00					14,000,000.00

Description of Request: Build New Animal Shelter

Budget Justification: New lupro date facility and new location.

Impact on Budget: \$14,000,000.00

Budget Mandate Desc:

Sustainability Information:

5 Year CIP Budget Request

Company 00004 Capital Facilities Fund
Branch Office CFM Facility Planning & Operations
Division FAC Facility Planning & Operations
Business Unit 3098 General Capital Improvements
Sub Ledger 30981702 Space Plan at GC

		Current Yr	2017	2018	2019	2020	2021	Total
Object	Description	One-Time Cost						
9055	Buildings		350,000.00					350,000.00
		TOTAL	350,000.00					350,000.00

Description of Request: Build out shell space on 3rd and 5th floor for additional offices and also remodel Workforce Business

Budget Justification: Need additional space

Impact on Budget: \$300,000.00

Budget Mandate Desc:

Sustainability Information:

5 Year CIP Budget Request

Company00004Capital Facilities Fund

Branch OfficeCFMFacility Planning & Operations

DivisionFACFacility Planning & Operations

Business Unit3098General Capital Improvements

Sub Ledger30981703New Fleet Facility

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
9055	Buildings			12,000,000.00				12,000,000.00
		TOTAL		12,000,000.00				12,000,000.00

Description of Request: New Fleet Facility

Budget Justification: The current facility is past its useful life.

Impact on Budget: \$12,000,000.00

Budget Mandate Desc:

Sustainability Information:

5 Year CIP Budget Request

Company	00004	Capital Facilities Fund							
Branch Office	CFM	Facility Planning & Operations							
Division	FAC	Facility Planning & Operations							
Business Unit	3098	General Capital Improvements							
Sub Ledger	30981704	New Probation Facility							
			Current Yr	2017	2018	2019	2020	2021	
Object	Description	One-Time Cost							Total
9055	Buildings				15,000,000.00				15,000,000.00
		TOTAL			15,000,000.00				15,000,000.00

Description of Request: Remodel the Children and Family Center facility for probation

Budget Justification: Probation is currently housed with the Fleet department. We will build a New Fleet Facility in 2018 and pProbation will need to relocate. Probation could be moved into a leased Facility.

Impact on Budget: \$15,000,000.00

Budget Mandate Desc:

Sustainability Information:

5 Year CIP Budget Request

Company	00004	Capital Facilities Fund							
Branch Office	CFM	Facility Planning & Operations							
Division	FAC	Facility Planning & Operations							
Business Unit	3160	Community Corrections Facility							
Sub Ledger	31601701	Comm Corr Construction							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
9050	Buildings & Improvements								
9055	Buildings	Y	5,500,000.00					5,500,000.00	
		TOTAL	5,500,000.00					5,500,000.00	

Description of Request: Remodel the old Phoenix Center

Budget Justification: The County purchased the old Phoenix Center. The center needs to be remodeled for proper operations

Impact on Budget: \$5,500,000.00

Budget Mandate Desc:

Sustainability Information:

5 Year CIP Budget Request

Company	00004	Capital Facilities Fund							
Branch Office	CFM	Facility Planning & Operations							
Division	FAC	Facility Planning & Operations							
Business Unit	3160	Community Corrections Facility							
Sub Ledger	31601702	Comm Corr FF&E							
			Current Yr	2017	2018	2019	2020	2021	
Object	Description	One-Time Cost							Total
9055	Buildings								
9170	Office Furniture & Equip	Y	150,000.00						150,000.00
		TOTAL	150,000.00						150,000.00

Description of Request: Furniture, Fixtures and Equipment for the new Community Corrections facility

Budget Justification: Furniture, Fixtures and Equipment need for the operations of the new Community Corrections facility

Impact on Budget: \$150,000.00

Budget Mandate Desc:

Sustainability Information:

5 Year CIP Budget Request

Company	00005	Golf Course Fund (Enterprise)							
Branch Office	GLF	Golf Course							
Division	GLF	Golf Course							
Business Unit	5025	Facilities Club House Maint.							
Sub Ledger	50251701	Carpet Replacement							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
9055	Buildings		50,000.00					50,000.00	
		TOTAL	50,000.00					50,000.00	

Description of Request: Carpet replacement in banquet room and foyer.

Budget Justification: Carpet in banquet room and foyer is old and showing its age. It is dated back to 2001 and needs replaced.

Impact on Budget: Cost of project.

Budget Mandate Desc:

Sustainability Information: None.

5 Year CIP Budget Request

Company	00005	Golf Course Fund (Enterprise)							
Branch Office	GLF	Golf Course							
Division	GCP	Golf Course CIP							
Business Unit	5027	Golf Course- CIP							
Sub Ledger	50271701	Cart Path - Additions/Repairs							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
9015	Land Improvements		30,000.00					30,000.00	
		TOTAL	30,000.00					30,000.00	

Description of Request: Add, extend and repair cart paths.

Budget Justification: Improve customer satisfaction and driving surfaces.

Impact on Budget: Minor impact.

Budget Mandate Desc:

Sustainability Information: By adding to and repairing the cart paths, we will reduce area to water and improve customer satisfaction. By doing this we desire to have more repeat customers.

5 Year CIP Budget Request

Company 00005 Golf Course Fund (Enterprise)
Branch Office GLF Golf Course
Division GCP Golf Course CIP
Business Unit 5027 Golf Course- CIP
Sub Ledger 50271702 Contour Rough Mower

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
9165	Heavy Equipment	Y	69,000.00					69,000.00
9180	Machinery							
		TOTAL	69,000.00					69,000.00

Description of Request: Toro 4500

Budget Justification: Establishing equipment rotation allows old worn out equipment to be replaced as its' useful life expires.

Impact on Budget: Minor.

Budget Mandate Desc:

Sustainability Information: By rotating the equipment, this allows the maintenance department to save on repairs to the equipment and reduce gas consumption.

5 Year CIP Budget Request

Company 00005 Golf Course Fund (Enterprise)
Branch Office GLF Golf Course
Division GCP Golf Course CIP
Business Unit 5027 Golf Course- CIP
Sub Ledger 50271703 Fairway Mowers

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
9165	Heavy Equipment	Y	112,800.00					112,800.00
9180	Machinery							
		TOTAL	112,800.00					112,800.00

Description of Request: 2- Toro 5410

Budget Justification: Establishing equipment rotation allows old worn out equipment to be replaced as its' useful life expires.

Impact on Budget: Minor

Budget Mandate Desc:

Sustainability Information: By continuing the equipment rotation and lessens the need for labor to maintain and make repairs.

5 Year CIP Budget Request

Company 00005 Golf Course Fund (Enterprise)
Branch Office GLF Golf Course
Division GCP Golf Course CIP
Business Unit 5027 Golf Course- CIP
Sub Ledger 50271704 Range Ball Machine

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
9180	Machinery		6,500.00					6,500.00
		TOTAL	6,500.00					6,500.00

Description of Request: Range Ball Machine

Budget Justification: Current range ball machine is 10 years old and has exhausted its' useful life.

Impact on Budget: Minor

Budget Mandate Desc:

Sustainability Information: A new Range Ball Machine will not require as many replacement parts and labor to repair it.

5 Year CIP Budget Request

Company 00005 Golf Course Fund (Enterprise)
Branch Office GLF Golf Course
Division GCP Golf Course CIP
Business Unit 5027 Golf Course- CIP
Sub Ledger 50271705 Beverage Cart

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
9180	Machinery		15,000.00					15,000.00
		TOTAL	15,000.00					15,000.00

Description of Request: Yamaha Beverage Cart

Budget Justification: The current cart is 5 years old and is part of the equipment rotation.

Impact on Budget: Minor

Budget Mandate Desc:

Sustainability Information: A new beverage cart would not require as many replacement parts and labor to repair it.

5 Year CIP Budget Request

Company 00005 Golf Course Fund (Enterprise)
Branch Office GLF Golf Course
Division GCP Golf Course CIP
Business Unit 5027 Golf Course- CIP
Sub Ledger 50271706 Brantner Ditch Gate & Repairs

		Current Yr	2017	2018	2019	2020	2021	Total
Object	Description	One-Time Cost						
9015	Land Improvements			90,000.00				90,000.00
		TOTAL		90,000.00				90,000.00

Description of Request: Repair and Replace Diversion Gate

Budget Justification: This project will depend on the gulch diversion schedule.

Impact on Budget: Depends on diversion schedule

Budget Mandate Desc:

Sustainability Information: This should assist in better water controls.

5 Year CIP Budget Request

Company 00005 Golf Course Fund (Enterprise)
Branch Office GLF Golf Course
Division GCP Golf Course CIP
Business Unit 5027 Golf Course- CIP
Sub Ledger 50271707 Dunes Irrigation Design Bid

		Current Yr	2017	2018	2019	2020	2021	Total
Object	Description	One-Time Cost						
9015	Land Improvements			70,000.00				70,000.00
		TOTAL		70,000.00				70,000.00

Description of Request: Bid for Dunes Irrigation Design

Budget Justification: Irrigation system has the single-largest impact for playability and appearance of the golf course.

Impact on Budget: Minor

Budget Mandate Desc:

Sustainability Information: The long term savings on changing the sprinkler system would impact not only water consumption but also course conditions as well.

5 Year CIP Budget Request

Company 00005 Golf Course Fund (Enterprise)
Branch Office GLF Golf Course
Division GCP Golf Course CIP
Business Unit 5027 Golf Course- CIP
Sub Ledger 50271708 Equipment Rotation

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
9180	Machinery			160,000.00				160,000.00
		TOTAL		160,000.00				160,000.00

Description of Request: Toro Mowers

Budget Justification: Establishing equipment rotation allow old worn out equipment to be replaced as its' useful life expires.

Impact on Budget: Minor

Budget Mandate Desc:

Sustainability Information: By replacing the older equipment, we would save on repair costs and maintenance costs.

5 Year CIP Budget Request

Company	00005	Golf Course Fund (Enterprise)							
Branch Office	GLF	Golf Course							
Division	GCP	Golf Course CIP							
Business Unit	5027	Golf Course- CIP							
Sub Ledger	50271709	Dunes Pump Station/Water Line							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
9015	Land Improvements				1,000,000.00			1,000,000.00	
		TOTAL			1,000,000.00			1,000,000.00	

Description of Request: Dunes Pump Station Mainline and Winter Water Line Replacements

Budget Justification: By replacing the pump station mainline and winter water lines, would enable us to not only better control the water consumption but would save on electricity also.

Impact on Budget: Would impact the budget significantly.

Budget Mandate Desc:

Sustainability Information: Would save on both water consumption but electricity as well.

5 Year CIP Budget Request

Company 00005 Golf Course Fund (Enterprise)
Branch Office GLF Golf Course
Division GCP Golf Course CIP
Business Unit 5027 Golf Course- CIP
Sub Ledger 50271710 Equipment Rotation

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
9180	Machinery				160,000.00			160,000.00
		TOTAL			160,000.00			160,000.00

Description of Request: Toro mowers

Budget Justification: Continue equipment rotation by replacing equipment past its prime.

Impact on Budget: Minor

Budget Mandate Desc:

Sustainability Information: Reduces fuel consumption and labor costs.

5 Year CIP Budget Request

Company	00005	Golf Course Fund (Enterprise)							
Branch Office	GLF	Golf Course							
Division	GCP	Golf Course CIP							
Business Unit	5027	Golf Course- CIP							
Sub Ledger	50271711	Dunes Irrigation - Phase 2							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
9015	Land Improvements					2,500,000.00		2,500,000.00	
		TOTAL				2,500,000.00		2,500,000.00	

Description of Request: Replace irrigation lines and sprinkler heads

Budget Justification: The replacement of the irrigation system would allow us to cut down on water consumption and repair costs, along with labor costs that it takes to maintain older lines.

Impact on Budget: This would have a significant impact on the budget.

Budget Mandate Desc:

Sustainability Information: Would cut down on water consumption, repair costs and labor expenses.

5 Year CIP Budget Request

Company 00005 Golf Course Fund (Enterprise)
Branch Office GLF Golf Course
Division GCP Golf Course CIP
Business Unit 5027 Golf Course- CIP
Sub Ledger 50271712 Equipment Rotation

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
9180	Machinery					160,000.00		160,000.00
		TOTAL				160,000.00		160,000.00

Description of Request: Toro Mowers

Budget Justification: New mowers replace units that are past their prime.

Impact on Budget: Minot

Budget Mandate Desc:

Sustainability Information: Replacing older equipment saves on fuel consumption and labor costs.

5 Year CIP Budget Request

Company 00005 Golf Course Fund (Enterprise)
Branch Office GLF Golf Course
Division GCP Golf Course CIP
Business Unit 5027 Golf Course- CIP
Sub Ledger 50271713 Equipment Rotation

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
9180	Machinery						160,000.00	160,000.00
		TOTAL					160,000.00	160,000.00

Description of Request: Toro Mowers

Budget Justification: Replacing mowers past their prime.

Impact on Budget: Minot

Budget Mandate Desc:

Sustainability Information: Saves on fuel consumption and labor costs.

5 Year CIP Budget Request

Company	00005	Golf Course Fund (Enterprise)							
Branch Office	GLF	Golf Course							
Division	GCP	Golf Course CIP							
Business Unit	5027	Golf Course- CIP							
Sub Ledger	50271714	New Tee & Directional Signage							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
9015	Land Improvements						25,000.00	25,000.00	
		TOTAL					25,000.00	25,000.00	

Description of Request: Course Signage

Budget Justification: Course signage is an important finishing touch that enhances the appearance of the facilities

Impact on Budget: Minor

Budget Mandate Desc:

Sustainability Information: The current signage will be 25 years old and much of it is made of sandstone, which begins to crumble and deteriorate.

5 Year CIP Budget Request

Company	00006	Fleet Mgmt. (Internal Service)							
Branch Office	CFL	Transportation - Fleet Section							
Division	FLT	Transportation - Fleet Section							
Business Unit	9111	Transportation Fleet- Admin							
Sub Ledger	91111701	Animal Shelter - Truck							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
9175	Vehicles & Equipment		55,000.00					55,000.00	
		TOTAL	55,000.00					55,000.00	

Description of Request: *Recommend Replacement 2017 @ Capital \$459/Mo. X 72 Mo.
Unit # 179 @ \$55,000 Plow, Crew, Lift Gate Like for Like
Unit 171 to be transferred from Animal Management in 2017.

Budget Justification: .

Impact on Budget: .

Budget Mandate Desc:

Sustainability Information: .

5 Year CIP Budget Request

Company 00006 Fleet Mgmt. (Internal Service)
Branch Office CFL Transportation - Fleet Section
Division FLT Transportation - Fleet Section
Business Unit 9111 Transportation Fleet- Admin
Sub Ledger 91111702 Assessor Office Sedan/SUV

		Current Yr	2017	2018	2019	2020	2021	Total
Object	Description	One-Time Cost						
9175	Vehicles & Equipment		32,000.00					32,000.00
		TOTAL	32,000.00					32,000.00

Description of Request: *Recommend Replacement 2017 @ Capital \$450/Mo. X 72 Mo.
Unit #'s 788, 787, 930 @ \$32,000 Sedan or SUV like 788

Budget Justification: .

Impact on Budget: .

Budget Mandate Desc:

Sustainability Information: .

5 Year CIP Budget Request

Company 00006 Fleet Mgmt. (Internal Service)
Branch Office CFL Transportation - Fleet Section
Division FLT Transportation - Fleet Section
Business Unit 9111 Transportation Fleet- Admin
Sub Ledger 91111703 CED - Chev Impala

		Current Yr	2017	2018	2019	2020	2021	
Object	Description	One-Time Cost						Total
9175	Vehicles & Equipment		25,000.00					25,000.00
		TOTAL	25,000.00					25,000.00

Description of Request: *Recommend Replacement 2017 @ Capital \$350/Mo. X 72 Mo.
Unit # 266 @ \$25,000 1/2 ton 4X4 w/ amber light & tool box

Budget Justification: .

Impact on Budget: .

Budget Mandate Desc:

Sustainability Information: .

5 Year CIP Budget Request

Company 00006 Fleet Mgmt. (Internal Service)
Branch Office CFL Transportation - Fleet Section
Division FLT Transportation - Fleet Section
Business Unit 9111 Transportation Fleet- Admin
Sub Ledger 91111704 CED - 4 1/2 Ton 4X4

		Current Yr	2017	2018	2019	2020	2021	Total
Object	Description	One-Time Cost						
9175	Vehicles & Equipment		100,000.00					100,000.00
		TOTAL	100,000.00					100,000.00

Description of Request: *Recommend Replacement 2017 @ Capital \$350/Mo. X 72 Mo.
Unit # 701 and 720 and 959@ \$25,000/each 1/2 ton 4X4 w/ amber light & tool box

*New -Add Ford F150 for building inspector position,
hired in 2016. Current "Pool" vehicle is not adequate for the job.

Budget Justification: .

Impact on Budget: .

Budget Mandate Desc:

Sustainability Information: .

5 Year CIP Budget Request

Company 00006 Fleet Mgmt. (Internal Service)
Branch Office CFL Transportation - Fleet Section
Division FLT Transportation - Fleet Section
Business Unit 9111 Transportation Fleet- Admin
Sub Ledger 91111705 C&R - GMC Savana

		Current Yr	2017	2018	2019	2020	2021	
Object	Description	One-Time Cost						Total
9175	Vehicles & Equipment		39,000.00					39,000.00
		TOTAL	39,000.00					39,000.00

Description of Request: *Recommend Replacement 2017 @ Capital \$486/Mo. X 72 Mo.
Unit # 050 @ \$39,000 Like for Like

Budget Justification: .

Impact on Budget: .

Budget Mandate Desc:

Sustainability Information: .

5 Year CIP Budget Request

Company	00006	Fleet Mgmt. (Internal Service)							
Branch Office	CFL	Transportation - Fleet Section							
Division	FLT	Transportation - Fleet Section							
Business Unit	9111	Transportation Fleet- Admin							
Sub Ledger	91111706	Coroner - Expedition							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
9175	Vehicles & Equipment		50,000.00					50,000.00	
		TOTAL	50,000.00					50,000.00	

Description of Request: *Recommended Replacement in 2017 @ \$695/Mo. X 72 Mo.
Unit # 709 @ \$50,000 with Emergency Lighting

Budget Justification: .

Impact on Budget: .

Budget Mandate Desc:

Sustainability Information: .

5 Year CIP Budget Request

Company	00006	Fleet Mgmt. (Internal Service)							
Branch Office	CFL	Transportation - Fleet Section							
Division	FLT	Transportation - Fleet Section							
Business Unit	9111	Transportation Fleet- Admin							
Sub Ledger	91111707	District Atty - Sedan							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
9175	Vehicles & Equipment		22,500.00					22,500.00	
		TOTAL	22,500.00					22,500.00	

Description of Request: *Recommend Replacement 2017 @ Capital \$375/Mo. X 60 Mo.
Unit # 928 @ \$22,500 Large Sedan, Like for Like

Budget Justification: .

Impact on Budget: .

Budget Mandate Desc:

Sustainability Information: .

5 Year CIP Budget Request

Company 00006 Fleet Mgmt. (Internal Service)
Branch Office CFL Transportation - Fleet Section
Division FLT Transportation - Fleet Section
Business Unit 9111 Transportation Fleet- Admin
Sub Ledger 91111708 Facilities - SO Van

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
9175	Vehicles & Equipment		39,000.00					39,000.00
		TOTAL	39,000.00					39,000.00

Description of Request: *Recommend Replacement 2017 @ Capital \$406/Mo. X 96 Mo.
Unit # 905 @ \$39,000 Like for Like Van

Budget Justification: .

Impact on Budget: .

Budget Mandate Desc:

Sustainability Information: .

5 Year CIP Budget Request

Company 00006 Fleet Mgmt. (Internal Service)
Branch Office CFL Transportation - Fleet Section
Division FLT Transportation - Fleet Section
Business Unit 9111 Transportation Fleet- Admin
Sub Ledger 91111709 Facilities - Honnen 3/4 Ton

		Current Yr	2017	2018	2019	2020	2021	Total
Object	Description	One-Time Cost						
9175	Vehicles & Equipment		39,000.00					39,000.00
		TOTAL	39,000.00					39,000.00

Description of Request: *Recommend Replacement 2017 @ Capital \$541/Mo. X 72 Mo.
Unit # 722 @ \$39,000 Like for Like 3/4 Ton with Plow

Budget Justification: .

Impact on Budget: .

Budget Mandate Desc:

Sustainability Information: .

5 Year CIP Budget Request

Company 00006 Fleet Mgmt. (Internal Service)
Branch Office CFL Transportation - Fleet Section
Division FLT Transportation - Fleet Section
Business Unit 9111 Transportation Fleet- Admin
Sub Ledger 91111710 Facilities - Honnen add Plow

		Current Yr	2017	2018	2019	2020	2021	Total
Object	Description	One-Time Cost						
9175	Vehicles & Equipment		5,500.00					5,500.00
		TOTAL	5,500.00					5,500.00

Description of Request: *Add \$5,500 to Animal Shelter truck #179 for snow Plow X 72 Mo.
Vehicle 179 will be moved from Animal Shelter to Facilities for use at the Honnen Building

Budget Justification: .

Impact on Budget: .

Budget Mandate Desc:

Sustainability Information: .

5 Year CIP Budget Request

Company 00006 Fleet Mgmt. (Internal Service)
Branch Office CFL Transportation - Fleet Section
Division FLT Transportation - Fleet Section
Business Unit 9111 Transportation Fleet- Admin
Sub Ledger 91111711 Fleet - Comm City Forklift

		Current Yr	2017	2018	2019	2020	2021	Total
Object	Description	One-Time Cost						
9165	Heavy Equipment		60,000.00					60,000.00
		TOTAL	60,000.00					60,000.00

Description of Request: *Recommend New-Add Shop Forklift 2017 @ Capital
\$500/Mo. X 120 Mo. New-Add Unit, \$60,000 Forklift
for shop operations

Budget Justification: .

Impact on Budget: .

Budget Mandate Desc:

Sustainability Information: .

5 Year CIP Budget Request

Company 00006 Fleet Mgmt. (Internal Service)
Branch Office CFL Transportation - Fleet Section
Division FLT Transportation - Fleet Section
Business Unit 9111 Transportation Fleet- Admin
Sub Ledger 91111712 Fleet - Strasburg 1/2 Ton 4x4

		Current Yr	2017	2018	2019	2020	2021	Total
Object	Description	One-Time Cost						
9175	Vehicles & Equipment		35,000.00					35,000.00
		TOTAL	35,000.00					35,000.00

Description of Request: *Recommend Replacement 2017 @ Capital \$295/Mo. X 120 Mo.
Unit # 105 @ \$35,000 1/2 ton 4X4

Budget Justification: .

Impact on Budget: .

Budget Mandate Desc:

Sustainability Information: .

5 Year CIP Budget Request

Company 00006 Fleet Mgmt. (Internal Service)
Branch Office CFL Transportation - Fleet Section
Division FLT Transportation - Fleet Section
Business Unit 9111 Transportation Fleet- Admin
Sub Ledger 91111713 Head Start - Large Sedan

		Current Yr	2017	2018	2019	2020	2021	Total
Object	Description	One-Time Cost						
9175	Vehicles & Equipment		22,500.00					22,500.00
		TOTAL	22,500.00					22,500.00

Description of Request: *Recommend Replacement 2017 @ Capital \$375/Mo. X 60 Mo.
Unit # 253 @ \$22,500 Large Sedan, Like for Like

Budget Justification: .

Impact on Budget: .

Budget Mandate Desc:

Sustainability Information: .

5 Year CIP Budget Request

Company	00006	Fleet Mgmt. (Internal Service)							
Branch Office	CFL	Transportation - Fleet Section							
Division	FLT	Transportation - Fleet Section							
Business Unit	9111	Transportation Fleet- Admin							
Sub Ledger	91111714	Head Start - 2 1/2 Tons							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
9175	Vehicles & Equipment		60,000.00					60,000.00	
		TOTAL	60,000.00					60,000.00	

Description of Request: *Recommended Replacement in 2017 @ \$425 / Mo. X 72 Mo.
Unit #'s 144, 207 1/2 ton truck @ \$30,000 each.

Budget Justification: .

Impact on Budget: .

Budget Mandate Desc:

Sustainability Information: .

5 Year CIP Budget Request

Company 00006 Fleet Mgmt. (Internal Service)
Branch Office CFL Transportation - Fleet Section
Division FLT Transportation - Fleet Section
Business Unit 9111 Transportation Fleet- Admin
Sub Ledger 91111715 Head Start - 7 pass Caravan

		Current Yr	2017	2018	2019	2020	2021	Total
Object	Description	One-Time Cost						
9175	Vehicles & Equipment		30,000.00					30,000.00
		TOTAL	30,000.00					30,000.00

Description of Request: *Recommended Replacement in 2017 @ \$425 / Mo. X 72 Mo.
Unit # 938 Caravan 7 passanger @ \$30,000.

Budget Justification: .

Impact on Budget: .

Budget Mandate Desc:

Sustainability Information: .

5 Year CIP Budget Request

Company 00006 Fleet Mgmt. (Internal Service)
Branch Office CFL Transportation - Fleet Section
Division FLT Transportation - Fleet Section
Business Unit 9111 Transportation Fleet- Admin
Sub Ledger 91111716 Parks - Weed & Pest 1 Ton 4x4

		Current Yr	2017	2018	2019	2020	2021	Total
Object	Description	One-Time Cost						
9175	Vehicles & Equipment		40,000.00					40,000.00
		TOTAL	40,000.00					40,000.00

Description of Request: *Recommend Replacement 2017 @ Capital \$300/Mo. X 120 Mo.
Unit # 182 @ \$40,000 1 ton 4X4 w/ amber light & tool box

Budget Justification: .

Impact on Budget: .

Budget Mandate Desc:

Sustainability Information: .

5 Year CIP Budget Request

Company 00006 Fleet Mgmt. (Internal Service)
Branch Office CFL Transportation - Fleet Section
Division FLT Transportation - Fleet Section
Business Unit 9111 Transportation Fleet- Admin
Sub Ledger 91111717 Parks - Weed & Pest Sprayer

		Current Yr	2017	2018	2019	2020	2021	
Object	Description	One-Time Cost						Total
9165	Heavy Equipment		25,000.00					25,000.00
9175	Vehicles & Equipment							
		TOTAL	25,000.00					25,000.00

Description of Request: *Recommend Replacement 2017 @ Capital \$250/Mo. X 120 Mo.
Unit # 182WS2 @ \$35,000 Bed Mounted Sprayer

Budget Justification: .

Impact on Budget: .

Budget Mandate Desc:

Sustainability Information: .

5 Year CIP Budget Request

Company 00006 Fleet Mgmt. (Internal Service)
Branch Office CFL Transportation - Fleet Section
Division FLT Transportation - Fleet Section
Business Unit 9111 Transportation Fleet- Admin
Sub Ledger 91111718 Parks - Reg Com 3/4 ton 4x4

		Current Yr	2017	2018	2019	2020	2021	Total
Object	Description	One-Time Cost						
9175	Vehicles & Equipment		40,000.00					40,000.00
		TOTAL	40,000.00					40,000.00

Description of Request: *Recommend Replacement 2017 @ Capital \$476/Mo. X 84 Mo.
Unit # 185 @ \$40,000 3/4 ton 4X4 w/ amber light & tool box

Budget Justification: .

Impact on Budget: .

Budget Mandate Desc:

Sustainability Information: .

5 Year CIP Budget Request

Company 00006 Fleet Mgmt. (Internal Service)
Branch Office CFL Transportation - Fleet Section
Division FLT Transportation - Fleet Section
Business Unit 9111 Transportation Fleet- Admin
Sub Ledger 91111719 Transportation GF 2 F150s

		Current Yr	2017	2018	2019	2020	2021	Total
Object	Description	One-Time Cost						
9175	Vehicles & Equipment		72,000.00					72,000.00
		TOTAL	72,000.00					72,000.00

Description of Request: Purchase Two (2)new Ford F150 similar to Unit 700 for two new positions. \$600/Month for \$36,000 at 60 Months.

Budget Justification: .

Impact on Budget: .

Budget Mandate Desc:

Sustainability Information: .

5 Year CIP Budget Request

Company 00006 Fleet Mgmt. (Internal Service)
Branch Office CFL Transportation - Fleet Section
Division FLT Transportation - Fleet Section
Business Unit 9111 Transportation Fleet- Admin
Sub Ledger 91111720 R&B - 3 & 3 Plow Trucks

		Current Yr	2017	2018	2019	2020	2021	Total
Object	Description	One-Time Cost						
9165	Heavy Equipment		240,000.00					240,000.00
9175	Vehicles & Equipment							
		TOTAL	240,000.00					240,000.00

Description of Request: *Discussions with HWY Operations Manager suggested replacing six (6) Bobtail plow trucks for three (3) Tandem plow truck and three (3) 3/4 ton trucks with plow in 2017. Bobtails are not used (extremely low miles) and ineffecient. Price savings of estimated \$40,000 per set, \$240,000 for Tandem & Pickup VS \$280,000 for 2 Bobtails w/Plows

Budget Justification: .

Impact on Budget: .

Budget Mandate Desc:

Sustainability Information: .

5 Year CIP Budget Request

Company	00006	Fleet Mgmt. (Internal Service)							
Branch Office	CFL	Transportation - Fleet Section							
Division	FLT	Transportation - Fleet Section							
Business Unit	9111	Transportation Fleet- Admin							
Sub Ledger	91111721	R&B - 5 Snow Plows and Sanders							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
9165	Heavy Equipment		1,000,000.00					1,000,000.00	
9175	Vehicles & Equipment								
		TOTAL	1,000,000.00					1,000,000.00	

Description of Request: *Recommended Replacement in 2017 @ \$1,700 / Mo. X 120 Mo.
Unit #'s; 262, 266, 311, 314, & 315 @ \$200,000 each with snow plow and sander
200K x 5 = 1M

Budget Justification: .

Impact on Budget: .

Budget Mandate Desc:

Sustainability Information: .

5 Year CIP Budget Request

Company 00006 Fleet Mgmt. (Internal Service)
Branch Office CFL Transportation - Fleet Section
Division FLT Transportation - Fleet Section
Business Unit 9111 Transportation Fleet- Admin
Sub Ledger 91111722 R&B - 3 Motor Graders

		Current Yr	2017	2018	2019	2020	2021	Total
Object	Description	One-Time Cost						
9165	Heavy Equipment		930,000.00					930,000.00
9175	Vehicles & Equipment							
		TOTAL	930,000.00					930,000.00

Description of Request: *Recommended Replacement in 2017 @ \$2,500 / Mo. X 120 Mo.
Unit #'s; 382, 386, 406. @ \$310,000 each with ripper & roller attachments.

Budget Justification: .

Impact on Budget: ..

Budget Mandate Desc:

Sustainability Information: .

5 Year CIP Budget Request

Company 00006 Fleet Mgmt. (Internal Service)
Branch Office CFL Transportation - Fleet Section
Division FLT Transportation - Fleet Section
Business Unit 9111 Transportation Fleet- Admin
Sub Ledger 91111723 R&B - Lowboy Trailers

		Current Yr	2017	2018	2019	2020	2021	Total
Object	Description	One-Time Cost						
9165	Heavy Equipment		300,000.00					300,000.00
		TOTAL	300,000.00					300,000.00

Description of Request: *Recommended Replacement in 2017 @ \$834 / Mo. X 120 Mo.
453T, 531T, 535 Trailers for Lowboy or FlowBoys @ \$100,000 ea.

Budget Justification: .

Impact on Budget: .

Budget Mandate Desc:

Sustainability Information: .

5 Year CIP Budget Request

Company 00006 Fleet Mgmt. (Internal Service)
Branch Office CFL Transportation - Fleet Section
Division FLT Transportation - Fleet Section
Business Unit 9111 Transportation Fleet- Admin
Sub Ledger 91111724 R&B - 1/2 Ton Truck

		Current Yr	2017	2018	2019	2020	2021	
Object	Description	One-Time Cost						Total
9175	Vehicles & Equipment		30,000.00					30,000.00
		TOTAL	30,000.00					30,000.00

Description of Request: *Recommended Replacement in 2017 @ \$500 / Mo. X 60 Mo.
Unit 750 Crew 1/2 ton truck @ \$30,00.

Budget Justification: .

Impact on Budget: .

Budget Mandate Desc:

Sustainability Information: .

5 Year CIP Budget Request

Company	00006	Fleet Mgmt. (Internal Service)							
Branch Office	CFL	Transportation - Fleet Section							
Division	FLT	Transportation - Fleet Section							
Business Unit	9111	Transportation Fleet- Admin							
Sub Ledger	91111725	R&B - 3 1/2 Ton 4x4							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
9175	Vehicles & Equipment		108,000.00					108,000.00	
		TOTAL	108,000.00					108,000.00	

Description of Request: *Recommend Replacement 2017 @ Capital \$500/Mo. X 72 Mo.
Unit # 728 729 736 @ \$36,000 each 1/2 ton 4X4 w/ amber light & tool box
total= \$108K

Budget Justification: .

Impact on Budget: .

Budget Mandate Desc:

Sustainability Information: .

5 Year CIP Budget Request

Company 00006 Fleet Mgmt. (Internal Service)
Branch Office CFL Transportation - Fleet Section
Division FLT Transportation - Fleet Section
Business Unit 9111 Transportation Fleet- Admin
Sub Ledger 91111726 SO - Admin 2 Explorers

		Current Yr	2017	2018	2019	2020	2021	Total
Object	Description	One-Time Cost						
9175	Vehicles & Equipment		80,000.00					80,000.00
		TOTAL	80,000.00					80,000.00

Description of Request: *Recommend two (2) New-Add 2017 Explorers to support one OEM staff and one new Professional Standards staff.
\$40,000 Interceptor Utility Lit \$556/Mo. X 72 Mo.

Budget Justification: .

Impact on Budget: .

Budget Mandate Desc:

Sustainability Information: .

5 Year CIP Budget Request

Company 00006 Fleet Mgmt. (Internal Service)
Branch Office CFL Transportation - Fleet Section
Division FLT Transportation - Fleet Section
Business Unit 9111 Transportation Fleet- Admin
Sub Ledger 91111727 SO - Detective Explorer

		Current Yr	2017	2018	2019	2020	2021	Total
Object	Description	One-Time Cost						
9175	Vehicles & Equipment		40,000.00					40,000.00
		TOTAL	40,000.00					40,000.00

Description of Request: *Recommend New-Add 2017 Ford Interceptor Utility to support new staff. \$40,000 Explorer Utility Lit \$556/Mo. X 72 Mo.

Budget Justification: .

Impact on Budget: .

Budget Mandate Desc:

Sustainability Information: .

5 Year CIP Budget Request

Company	00006	Fleet Mgmt. (Internal Service)							
Branch Office	CFL	Transportation - Fleet Section							
Division	FLT	Transportation - Fleet Section							
Business Unit	9111	Transportation Fleet- Admin							
Sub Ledger	91111728	SO - Detective 2 Impalas							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
9175	Vehicles & Equipment		60,000.00					60,000.00	
		TOTAL	60,000.00					60,000.00	

Description of Request: *Recommend Replacement 2017 @ Capital \$416/Mo. X 72 Mo.
Unit # 273 and 744 @ \$30,000 Impala Lit

Budget Justification: .

Impact on Budget: .

Budget Mandate Desc:

Sustainability Information: .

5 Year CIP Budget Request

Company 00006 Fleet Mgmt. (Internal Service)
Branch Office CFL Transportation - Fleet Section
Division FLT Transportation - Fleet Section
Business Unit 9111 Transportation Fleet- Admin
Sub Ledger 91111729 SO - Detective CSI Suburban

		Current Yr	2017	2018	2019	2020	2021	
Object	Description	One-Time Cost						Total
9175	Vehicles & Equipment		75,000.00					75,000.00
		TOTAL	75,000.00					75,000.00

Description of Request: *Recommend Replacement 2017 @ Capital \$708/Mo. X 72 Mo.
Unit # 743 @ \$75,000 Suburban for Crime Scene Lit

Budget Justification: .

Impact on Budget: .

Budget Mandate Desc:

Sustainability Information: .

5 Year CIP Budget Request

Company 00006 Fleet Mgmt. (Internal Service)
Branch Office CFL Transportation - Fleet Section
Division FLT Transportation - Fleet Section
Business Unit 9111 Transportation Fleet- Admin
Sub Ledger 91111730 SO - Detention Transport Bus

		Current Yr	2017	2018	2019	2020	2021	Total
Object	Description	One-Time Cost						
9175	Vehicles & Equipment		245,000.00					245,000.00
		TOTAL	245,000.00					245,000.00

Description of Request: *2017 Replacement Transport Bus # 139 @ \$245,000 budget /
120 Mo. will be \$2033 / Mo.

Budget Justification: .

Impact on Budget: .

Budget Mandate Desc:

Sustainability Information: .

5 Year CIP Budget Request

Company	00006	Fleet Mgmt. (Internal Service)							
Branch Office	CFL	Transportation - Fleet Section							
Division	FLT	Transportation - Fleet Section							
Business Unit	9111	Transportation Fleet- Admin							
Sub Ledger	91111731	SO - Detention 2 Impalas							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
9175	Vehicles & Equipment		60,000.00					60,000.00	
		TOTAL	60,000.00					60,000.00	

Description of Request: *Recommend Replacement 2017 @ Capital \$416/Mo. X 72 Mo.
Unit # 225 and 226 @ \$30,000 Impala Lit

Budget Justification: .

Impact on Budget: .

Budget Mandate Desc:

Sustainability Information: .

5 Year CIP Budget Request

Company	00006	Fleet Mgmt. (Internal Service)							
Branch Office	CFL	Transportation - Fleet Section							
Division	FLT	Transportation - Fleet Section							
Business Unit	9111	Transportation Fleet- Admin							
Sub Ledger	91111732	SO - Patrol 6 Utility Patrol							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
9175	Vehicles & Equipment		240,000.00					240,000.00	
		TOTAL	240,000.00					240,000.00	

Description of Request: *Recommend Replacement 2017 @ Capital \$1,111/Mo. X 36 Mo.
Unit #'s 004, 025,029, 035, 083 & 236 @ \$40,000 each Utility Patrol.
40K x 6 = 240,000

Budget Justification: .

Impact on Budget: .

Budget Mandate Desc:

Sustainability Information: .

5 Year CIP Budget Request

Company 00006 Fleet Mgmt. (Internal Service)
Branch Office CFL Transportation - Fleet Section
Division FLT Transportation - Fleet Section
Business Unit 9111 Transportation Fleet- Admin
Sub Ledger 91111733 SO - Patrol 4 Utility Patrol

		Current Yr	2017	2018	2019	2020	2021	Total
Object	Description	One-Time Cost						
9175	Vehicles & Equipment		160,000.00					160,000.00
		TOTAL	160,000.00					160,000.00

Description of Request: *Recommend 4 New Add 2017 @ Capital \$1,111/Mo. X 36 Mo. For Utility Patrols.
 *New-Add Utilities will be Managed by Fleet, for smoothing future year purchases and
 to place patrol units into service sooner, when units are totaled and being replaced.
 40K x 4 = 160K

Budget Justification: .

Impact on Budget: .

Budget Mandate Desc:

Sustainability Information: .

5 Year CIP Budget Request

Company 00006 Fleet Mgmt. (Internal Service)
Branch Office CFL Transportation - Fleet Section
Division FLT Transportation - Fleet Section
Business Unit 9111 Transportation Fleet- Admin
Sub Ledger 91111734 Parks - Backhoe

		Current Yr	2017	2018	2019	2020	2021	Total
Object	Description	One-Time Cost						
9165	Heavy Equipment		145,000.00					145,000.00
		TOTAL	145,000.00					145,000.00

Description of Request: Parks needs to replace Unit FG300, a 2002 John Deere backhoe. Replacement cost \$145,000 @ 10 years, \$1210/month.

Budget Justification: .

Impact on Budget: .

Budget Mandate Desc:

Sustainability Information: .

5 Year CIP Budget Request

Company 00006 Fleet Mgmt. (Internal Service)
Branch Office CFL Transportation - Fleet Section
Division FLT Transportation - Fleet Section
Business Unit 9111 Transportation Fleet- Admin
Sub Ledger 91111735 Parks - Tractor

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
9165	Heavy Equipment		85,000.00					85,000.00
		TOTAL	85,000.00					85,000.00

Description of Request: Parks needs to replace Unit FG271, a 2002 6240 John Deere tractor. Replacement cost \$85,000 @ 10 years, \$710/month.

Budget Justification: .

Impact on Budget: .

Budget Mandate Desc:

Sustainability Information: .

5 Year CIP Budget Request

Company 00007 Stormwater Utility(Enterprise)
Branch Office UTL Utility
Division UTL Utility
Business Unit 3702 Stormwater Regulatory Complian
Sub Ledger 37021702 Inspector Pick Up Truck

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
9175	Vehicles & Equipment		35,000.00					35,000.00
		TOTAL	35,000.00					35,000.00

Description of Request: One F150 pick up truck for field inspector

Budget Justification: Required as part of field inspection for SWU.

Impact on Budget: Fleet advised the estimated impact is \$35,000 for one F150 pick up truck.

Budget Mandate Desc:

Sustainability Information: Limited or no impact.

5 Year CIP Budget Request

Company	00007	Stormwater Utility(Enterprise)							
Branch Office	CWP	Public Works - C.I.P.							
Division	PWP	Transportation - C.I.P.							
Business Unit	3704	Stormwater CIP							
Sub Ledger	37041701	Hoffman Drainage Way							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
9105	Drainage Water Sewer		1,315,935.00					1,315,935.00	
		TOTAL	1,315,935.00					1,315,935.00	

Description of Request: Completion of master drainage plan design for the Hoffman Drainage way.

Budget Justification: Removal of multiple res and industrial properties from the flood plain.

Impact on Budget: 2017 \$1,315,935

Budget Mandate Desc:

Sustainability Information: Not directly related.

5 Year CIP Budget Request

Company	00007	Stormwater Utility(Enterprise)							
Branch Office	CWP	Public Works - C.I.P.							
Division	PWP	Transportation - C.I.P.							
Business Unit	3704	Stormwater CIP							
Sub Ledger	37041702	Kalcevik							
			Current Yr	2017	2018	2019	2020	2021	
Object	Description	One-Time Cost							Total
9105	Drainage Water Sewer					1,828,506.00	2,418,569.00	2,121,437.00	6,368,512.00
		TOTAL				1,828,506.00	2,418,569.00	2,121,437.00	6,368,512.00

Description of Request: Master drainage plan design and construction improvements for the Kalcevik drainage way.

Budget Justification: Implementaiton of master plan drainage improvements ot address flooding concerns.

Impact on Budget: \$1,828,506 for 2019

Budget Mandate Desc:

Sustainability Information: Not directly related

5 Year CIP Budget Request

Company	00013	Road & Bridge							
Branch Office	CWI	Public Works - Constr. Insp.							
Division	PWO	Transportation							
Business Unit	3052	Transportation Constr & Inspec							
Sub Ledger	30521701	Inspector Pick Up Truck							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
9175	Vehicles & Equipment		35,000.00					35,000.00	
		TOTAL	35,000.00					35,000.00	

Description of Request: New F150 pick up truck for field inspection

Budget Justification: Related to new FTE approved in 2016 budget. Field inspectors require transportation.

Impact on Budget: Fleet advised the estimated impact for 2017 is \$35,000.

Budget Mandate Desc:

Sustainability Information: Limited or no direct impact

5 Year CIP Budget Request

Company	00013	Road & Bridge						
Branch Office	CWT	Public Works - Transportation						
Division	PWO	Transportation						
Business Unit	3056	Transportation CIP						
Sub Ledger	30561701	York Street Hwy 224 to 78th						
		Current Yr	2017	2018	2019	2020	2021	
Object	Description	One-Time Cost						Total
9135	Road & Streets		3,000,000.00	3,000,000.00				6,000,000.00
		TOTAL	3,000,000.00	3,000,000.00				6,000,000.00

Description of Request: York Street Phase 1 from 224 to 78th has been through design and ROW acquisition. This is the construction portion of the project. Construction is expected to continue through 2018. The project will widen and improve safety the roadway.

Budget Justification: Enhance traffic volume capacity and intersection safety improvements. The project is a result of work at the RTD station at 88th Ave and Welby Road.

Impact on Budget: \$3.0 million for 2017 and \$3.0 million for 2018.

Budget Mandate Desc:

Sustainability Information: Not directly related.

5 Year CIP Budget Request

Company	00013	Road & Bridge							
Branch Office	CWT	Public Works - Transportation							
Division	PWO	Transportation							
Business Unit	3056	Transportation CIP							
Sub Ledger	30561702	York Street 78th to 88th							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
7685	Other Professional Serv			500,000.00				500,000.00	
9010	Land				2,000,000.00			2,000,000.00	
9135	Road & Streets					4,000,000.00	4,000,000.00	8,000,000.00	
		TOTAL		500,000.00	2,000,000.00	4,000,000.00	4,000,000.00	10,500,000.00	

Description of Request: Phase two of widening and safety improvements along York Street between 78th Ave and 88th Ave.

Budget Justification: Addresses traffic volume and intersection safety improvements in conjunction with RTD work at the Thornton RTD station.

Impact on Budget: \$500,000 for 2018.

Budget Mandate Desc:

Sustainability Information: Not directly related.

5 Year CIP Budget Request

Company 00013 Road & Bridge
Branch Office CWT Public Works - Transportation
Division PWO Transportation
Business Unit 3056 Transportation CIP
Sub Ledger 30561703 York Street 58th to Hwy 224

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
7685	Other Professional Serv			300,000.00				300,000.00
9010	Land				5,000,000.00			5,000,000.00
9135	Road & Streets					3,000,000.00	3,000,000.00	6,000,000.00
		TOTAL		300,000.00	5,000,000.00	3,000,000.00	3,000,000.00	11,300,000.00

Description of Request: Phase 3 of York Street widening and safety improvements from 58th to Hwy 224.

Budget Justification: Traffic volume and intersection safety improvements.

Impact on Budget: \$300,000 for 2018.

Budget Mandate Desc:

Sustainability Information: Not directly related.

5 Year CIP Budget Request

Company 00013 Road & Bridge
Branch Office CWT Public Works - Transportation
Division PWO Transportation
Business Unit 3056 Transportation CIP
Sub Ledger 30561704 Steele Street/Welby Rd

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
9135	Road & Streets		1,700,000.00					1,700,000.00
		TOTAL	1,700,000.00					1,700,000.00

Description of Request: Steele Street Roadway Extension from 86th to 88th Ave and Welby Rd intersection improvements.

Budget Justification: Traffic volume and intersection safety improvements in conjunction with RTD station at Welby Rd and 88th Ave.

Impact on Budget: \$1.7 million for 2017.

Budget Mandate Desc:

Sustainability Information: Not directly related.

5 Year CIP Budget Request

Company	00013	Road & Bridge							
Branch Office	CWT	Public Works - Transportation							
Division	PWO	Transportation							
Business Unit	3056	Transportation CIP							
Sub Ledger	30561705	Dahlia St Hwy 224 to I-76							
			Current Yr	2017	2018	2019	2020	2021	
Object	Description	One-Time Cost							Total
9010	Land			100,000.00					100,000.00
9135	Road & Streets			2,000,000.00					2,000,000.00
		TOTAL		2,100,000.00					2,100,000.00

Description of Request: Dahlia Street sidewalks, curb and gutter and drainage improvements from Hwy 224 to I-76.

Budget Justification: Complete streets to include roadway bicycle lanes and sidewalks. Associated drainage improvements.

Impact on Budget: \$2.1 million for 2017.

Budget Mandate Desc:

Sustainability Information: Not directly related.

5 Year CIP Budget Request

Company 00013 Road & Bridge
Branch Office CWT Public Works - Transportation
Division PWO Transportation
Business Unit 3056 Transportation CIP
Sub Ledger 30561706 Dahlia St Hwy 224 to 70th Ave

		Current Yr	2017	2018	2019	2020	2021	Total
Object	Description	One-Time Cost						
7685	Other Professional Serv				300,000.00			300,000.00
9010	Land					100,000.00		100,000.00
9135	Road & Streets						1,000,000.00	1,000,000.00
TOTAL					300,000.00	100,000.00	1,000,000.00	1,400,000.00

Description of Request: Phase 2 of Dahlia St improvements from Hwy 224 to 70th Ave.

Budget Justification: Complete streets to add sidewalks, curb and gutter and drainage improvements related to Commerce City RTD station.

Impact on Budget: \$300,000 for 2019; \$100,000 for 2020; and \$1.0 million for 2021.

Budget Mandate Desc:

Sustainability Information: Not directly related.

5 Year CIP Budget Request

Company	00013	Road & Bridge						
Branch Office	CWT	Public Works - Transportation						
Division	PWO	Transportation						
Business Unit	3056	Transportation CIP						
Sub Ledger	30561707	Pecos St 52nd Ave to 58th Ave						
		Current Yr	2017	2018	2019	2020	2021	
Object	Description	One-Time Cost						Total
7685	Other Professional Serv			300,000.00				300,000.00
9010	Land				1,000,000.00			1,000,000.00
9135	Road & Streets					4,000,000.00		4,000,000.00
		TOTAL		300,000.00	1,000,000.00	4,000,000.00		5,300,000.00

Description of Request: Pecos St widening and safety improvements from 52nd Ave to 58th Ave.

Budget Justification: Traffic volume and intersection safety improvements.

Impact on Budget: \$300,000 for 2018; \$1.0 million for 2019; and \$4.0 million for 2020.

Budget Mandate Desc:

Sustainability Information: Not directly related.

5 Year CIP Budget Request

Company	00013	Road & Bridge							
Branch Office	CWT	Public Works - Transportation							
Division	PWO	Transportation							
Business Unit	3056	Transportation CIP							
Sub Ledger	30561708	58th Ave Washington to York							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
9010	Land		1,000,000.00					1,000,000.00	
9135	Road & Streets			4,000,000.00	3,000,000.00			7,000,000.00	
		TOTAL	1,000,000.00	4,000,000.00	3,000,000.00			8,000,000.00	

Description of Request: 58th Ave widening and safety improvements from Washington to York.

Budget Justification: Traffic volume and intersection safety improvements.

Impact on Budget: \$1.0 million for 2017; \$4.0 million for 2018; and \$3.0 million for 2019.

Budget Mandate Desc:

Sustainability Information: Not directly related.

5 Year CIP Budget Request

Company	00013	Road & Bridge							
Branch Office	CWT	Public Works - Transportation							
Division	PWO	Transportation							
Business Unit	3056	Transportation CIP							
Sub Ledger	30561709	ADA Transition Implementation							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
9135	Road & Streets		1,000,000.00	1,000,000.00	1,000,000.00	1,000,000.00	1,000,000.00	5,000,000.00	
		TOTAL	1,000,000.00	1,000,000.00	1,000,000.00	1,000,000.00	1,000,000.00	5,000,000.00	

Description of Request: Implementation of ADA Transition Plan in accordance with Title II CFR.

Budget Justification: Federal compliance.

Impact on Budget: \$1.0 million for 2017; \$1.0 million for 2018; \$1.0 for 2019; \$1.0 for 2020 and \$1.0 million for 2021.

Budget Mandate Desc: Title II CFR.

Sustainability Information: Reduced fuel consumption from pedestrian facilities.

5 Year CIP Budget Request

Company	00013	Road & Bridge						
Branch Office	CWT	Public Works - Transportation						
Division	PWO	Transportation						
Business Unit	3056	Transportation CIP						
Sub Ledger	30561713	I-25 PEL Improvements						
			Current Yr	2017	2018	2019	2020	2021
Object	Description	One-Time Cost						Total
9135	Road & Streets			200,000.00	250,000.00	250,000.00		700,000.00
		TOTAL		200,000.00	250,000.00	250,000.00		700,000.00

Description of Request: CDOT is environmentally clearing the improvements identified in the PEL from Thornton Parkway to U.S. 36, with the exception of redesigning the bus stop at the Thornton P&R to accommodate a center-median-loading bus station. These funds will pay for clearing the center-median station and identify if the underpass can remain or if ped/bike movements must be redesigned using an overpass.

Budget Justification: Environmentally clearing the corridor is the next step in the process before identifying a sub- set of projects and associated funding. The pinch point for improvements along this segment of I-25 is the 88th Avenue bridge; therefore, the bridge will need to be included in the next 'package of projects' for the south portion of the corridor in AdCo.

Impact on Budget: \$200,000 for 2017; \$250,000 for 2018 and \$250,000 for 2018.

Budget Mandate Desc:

Sustainability Information: Advancing the center median-loading bus station at the same time the 88th bridge is reconstructed is a fiscally sustainable decision due to the cost savings shared by bundling the projects. A center-loading station will also save RTD operational costs for the bus services by eliminating the weaving movement for buses

5 Year CIP Budget Request

Company 00013 Road & Bridge
Branch Office CWT Public Works - Transportation
Division PWO Transportation
Business Unit 3056 Transportation CIP
Sub Ledger 30561718 60th and US 85 Intersection

		Current Yr	2017	2018	2019	2020	2021	Total
Object	Description	One-Time Cost						
9135	Road & Streets			500,000.00	500,000.00			1,000,000.00
		TOTAL		500,000.00	500,000.00			1,000,000.00

Description of Request: 60th & US 85 Intersection

Budget Justification: Pending

Impact on Budget: \$500,000 for 2018 and \$500,000 for 2019.

Budget Mandate Desc:

Sustainability Information: Not directly related.

5 Year CIP Budget Request

Company 00013 Road & Bridge
Branch Office CWT Public Works - Transportation
Division PWO Transportation
Business Unit 3056 Transportation CIP
Sub Ledger 30561719 104th Widening Project

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
9135	Road & Streets			1,000,000.00	1,000,000.00			2,000,000.00
		TOTAL		1,000,000.00	1,000,000.00			2,000,000.00

Description of Request: Future funding would leverage other jurisdictions' and CDOT's funding for widening project.

Budget Justification: See Jeanne Shrieve

Impact on Budget: See Jeanne Shrieve

Budget Mandate Desc:

Sustainability Information: See Jeanne Shrieve

5 Year CIP Budget Request

Company	00024	Conservation Trust							
Branch Office	CPK	Parks & Comm. Resources							
Division	PAR	Parks & Comm. Resources							
Business Unit	6021	CT- Trails- Plan/Design Const							
Sub Ledger	60211701	Utility Vehicle - Weed & Pest							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
9165	Heavy Equipment		18,000.00					18,000.00	
		TOTAL	18,000.00					18,000.00	

Description of Request: Parks is requesting to replace a 2007 Honda ATV used for noxious weed spraying with a more versatile utility vehicle like the Polaris "General". A utility vehicle is more versatile than an ATV and can be used in a wider variety of situations and applications.

Budget Justification: The Honda ATV is 9 years old and has reached the end of its economic lifespan. The Weed & Pest Program staff utilize ATV's and utility vehicles extensively to conduct noxious weed control efforts. In 2016 the Weed & Pest Program began controlling weeds for Commerce City on a contractual basis. This utility vehicle will greatly enhance our capabilities to fulfill our IGA with Commerce City, and control weeds on our County properties.

Impact on Budget: This is a replacement of an existing piece of equipment, so the budget impact will be minimal.

Budget Mandate Desc: Control of noxious weeds is mandated by the CO State Weed Act.

Sustainability Information: n/a

5 Year CIP Budget Request

Company 00024 Conservation Trust
Branch Office CPK Parks & Comm. Resources
Division PAR Parks & Comm. Resources
Business Unit 6021 CT- Trails- Plan/Design Const
Sub Ledger 60211702 54" Commercial Mower

		Current Yr	2017	2018	2019	2020	2021	
Object	Description	One-Time Cost						Total
9165	Heavy Equipment	Y	10,000.00					10,000.00
		TOTAL	10,000.00					10,000.00

Description of Request: Parks is requesting to purchase a 54" commercial mower such as a John Deere Z920M Commercial ZTrak mower. This would be a new equipment item for the POSD.

Budget Justification: This 54" commercial mower is needed due to small turf areas that were created by the recent Rotella Park Renovations project. Our current mowers are too large to mow these areas. We have been mowing these areas with a 20" residential push mower, which is very difficult and inefficient. A small (54"" commercial mower will allow us to mow these areas quickly and easily.

Impact on Budget: Minimal impact to budget.

Budget Mandate Desc:

Sustainability Information: n/a

5 Year CIP Budget Request

Company 00024 Conservation Trust
Branch Office CPK Parks & Comm. Resources
Division PAR Parks & Comm. Resources
Business Unit 6021 CT- Trails- Plan/Design Const
Sub Ledger 60211703 Striping Machine

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
9165	Heavy Equipment							
9180	Machinery	Y	15,000.00					15,000.00
		TOTAL	15,000.00					15,000.00

Description of Request: The POSD is requesting to purchase a striping machine such as the Graco Line Driver HD or the Graco Line Lazer 3900.

Budget Justification: A striping machine is needed to paint stripes on all of our parking lots and trails. The POSD maintains numerous asphalt parking lots that need to be re-striped on a recurring basis, as well as striping of gravel parking lot for special event and the ADCO Fair. Striping of trail centerlines on curves and in reduced visibility areas is critical for trail user safety.

Impact on Budget: Minimal impact to the budget.

Budget Mandate Desc:

Sustainability Information: n/a

5 Year CIP Budget Request

Company	00025	Waste Management							
Branch Office	CLP	Planning & Development							
Division	PLN	Planning & Development							
Business Unit	9295	Solid Waste Operations							
Sub Ledger	92951701	Old Shooting Range Remediation							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
9015	Land Improvements		2,500,000.00					2,500,000.00	
		TOTAL	2,500,000.00					2,500,000.00	

Description of Request: Old Shooting Range Remediation

Budget Justification: Per the State, remediation of all hazardous material or possible capping the entire site

Impact on Budget: \$2,500,000

Budget Mandate Desc:

Sustainability Information:

5 Year CIP Budget Request

Company	00027	Open Space Projects Fund							
Branch Office	CPK	Parks & Comm. Resources							
Division	PAR	Parks & Comm. Resources							
Business Unit	6107	Open Space Projects							
Sub Ledger	61071701	Willow Bay Open Space Acq.							
			Current Yr	2017	2018	2019	2020	2021	
Object	Description	One-Time Cost							Total
9010	Land	Y		10,000,000.00					10,000,000.00
		TOTAL		10,000,000.00					10,000,000.00

Description of Request: Fee simple acquisition of the 163-acre Willow Bay Open Space, which is recommended in 2012 Open Space, Parks, and Trails Master Plan. Acquisition cost is estimated at \$10,000,000. Parks already has a grant award of approximately \$3.7 million from the State of CO Natural Resource Trustees - Recovery Fund. We are seeking a \$3 million grant from GOCO, and a \$3 million grant from ADCO Open Space. Balance of acquisition costs will be paid from 30% shareback of OS Sales Tax.

Budget Justification: The Willow Bay Open Space is a large and unique property that has been identified for acquisition/preservation in several adopted master plans dating back to the 1990's. It contains a 100-acre lake that resulted from gravel mining, and 63 acres of riparian, wetland, and upland habitat. It offers incredible recreational potential, and is truly a "once-in-a-lifetime" open space acquisition for Adams County. Fits with BoCC Goal #3 - Quality of Life.

Impact on Budget: Since the acquisition cost will be paid almost entirely by reimbursable grants, the impact on the budget will be minimized.

Budget Mandate Desc:

Sustainability Information: This project is only for the acquisition of the property, not development, so sustainability goals are not applicable.

5 Year CIP Budget Request

Company	00027	Open Space Projects Fund						
Branch Office	CPK	Parks & Comm. Resources						
Division	PAR	Parks & Comm. Resources						
Business Unit	6107	Open Space Projects						
Sub Ledger	61071702	Trail Wayfinding Signage						
		Current Yr	2017	2018	2019	2020	2021	
Object	Description	One-Time Cost						Total
9110	Improv Other Than Bldgs	Y	25,000.00					25,000.00
		TOTAL	25,000.00					25,000.00

Description of Request: Replacement of existing wayfinding signage and addition of new signage along the County's four regional trails (S. Platte, Clear Creek, Niver Creek, and Little Dry Creek). Current wayfinding signage is very inadequate along our regional trails. This project will develop and install comprehensive wayfinding signage along our regional trail system. Parks will submit an ADCO Open Space Mini-Grant for \$5,000 for this project.

Budget Justification: The County's regional trail system is a heavily used recreational asset for Adams County citizens and the entire Denver metro area. Wayfinding signage helps trail users that are unfamiliar with our trail system know where they are geographically and how to get to their intended destination. This project will enhance trail users experience.

Impact on Budget: Impact on the budget is minimal since this is funded by the ADCO Open Space Sales Tax.

Budget Mandate Desc:

Sustainability Information: By enhancing our regional trail system with better wayfinding signage, it may increase the usage of our trail system by people commuting to and from work, shopping, and recreational locations.

5 Year CIP Budget Request

Company	00027	Open Space Projects Fund						
Branch Office	CPK	Parks & Comm. Resources						
Division	PAR	Parks & Comm. Resources						
Business Unit	6107	Open Space Projects						
Sub Ledger	61071704	Twin Lakes Park Improvements						
		Current Yr	2017	2018	2019	2020	2021	
Object	Description	One-Time Cost						Total
9110	Improv Other Than Bldgs	Y	1,500,000.00					1,500,000.00
		TOTAL	1,500,000.00					1,500,000.00

Description of Request: Request is for the construction costs to make recommended improvements to Twin Lakes Park. Major work items include complete replacement of irrigation system, stabilize eroding lakeshore, add pedestrian bridges, replace concrete trails, add shelters, replace restrooms, replace playground equipment, and add landscaping.

Budget Justification: Twin Lakes Park was developed in the 1970's and is in need of major renovations. A design process has been started and public meetings have been held to gain community input.

Impact on Budget: This project will be paid out of the Open Space Projects Fund. The POSD will submit an ADCO Open Space Grant application in the near future and request \$750,000 for this project.

Budget Mandate Desc:

Sustainability Information: This project will replace the irrigation system with a new, more efficient system which will conserve water and energy. Many turfgrass areas of the park will be converted to native grass, which will also conserve water and be more sustainable since it will reduce water consumption and maintenance (mowing) costs.

5 Year CIP Budget Request

Company	00027	Open Space Projects Fund							
Branch Office	CPK	Parks & Comm. Resources							
Division	PAR	Parks & Comm. Resources							
Business Unit	6107	Open Space Projects							
Sub Ledger	61071705	Open Space Projects							
			Current Yr	2017	2018	2019	2020	2021	
Object	Description	One-Time Cost							Total
9010	Land				2,000,000.00	2,000,000.00	2,000,000.00	2,000,000.00	8,000,000.00
		TOTAL			2,000,000.00	2,000,000.00	2,000,000.00	2,000,000.00	8,000,000.00

Description of Request: Purchase of open space properties consistent with the 2012 Open Space Master Plan. Open Space Projects may be fee simple acquisitions or conservation easements. POSD budgets for open space projects every year to be able to respond quickly to opportunities as they arise.

Budget Justification: County has a voter-approved OS Sales Tax for the preservation of open space. Fits with BoCC Goal #3 - Quality of Life.

Impact on Budget: n/a

Budget Mandate Desc:

Sustainability Information: n/a

5 Year CIP Budget Request

Company	00027	Open Space Projects Fund							
Branch Office	CPK	Parks & Comm. Resources							
Division	PAR	Parks & Comm. Resources							
Business Unit	6107	Open Space Projects							
Sub Ledger	61071706	Clear Creek Trail Access							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
9095	Concrete Trails			1,500,000.00				1,500,000.00	
		TOTAL		1,500,000.00				1,500,000.00	

Description of Request: The intent of this project is to provide additional neighborhood access to the Clear Creek Trail in the Welby area, and in particular at Washington St. and York St.

Budget Justification: The Welby Subarea Plan identifies better access to Clear Creek Trail as a community need.

Impact on Budget: n/a

Budget Mandate Desc:

Sustainability Information: n/a

5 Year CIP Budget Request

Company 00027 Open Space Projects Fund
Branch Office CPK Parks & Comm. Resources
Division PAR Parks & Comm. Resources
Business Unit 6107 Open Space Projects
Sub Ledger 61071707 Jim Baker Res Renovations

		Current Yr	2017	2018	2019	2020	2021	Total
Object	Description	One-Time Cost						
9110	Improv Other Than Bldgs				1,000,000.00			1,000,000.00
		TOTAL			1,000,000.00			1,000,000.00

Description of Request: Renovations and improvements to the recreational facilities at Jim Baker Reservoir.

Budget Justification: Jim Baker Reservoir is a heavily used park and is need of renovations to most of the recreational amenities.

Impact on Budget: n/a

Budget Mandate Desc:

Sustainability Information: n/a

5 Year CIP Budget Request

Company 00027 Open Space Projects Fund
Branch Office CPK Parks & Comm. Resources
Division PAR Parks & Comm. Resources
Business Unit 6107 Open Space Projects
Sub Ledger 61071708 Riverdale Bluffs Park Dev.

Object	Description	Current Yr One-Time Cost	2017	2018	2019	2020	2021	Total
9110	Improv Other Than Bldgs					750,000.00		750,000.00
		TOTAL				750,000.00		750,000.00

Description of Request: Development of recreational access and amenities at the Riverdale Bluffs Open Space.

Budget Justification: The POSD purchased the Riverdale Bluffs Open Space with the intent of developing public recreational access.

Impact on Budget: n/a

Budget Mandate Desc:

Sustainability Information: n/a

5 Year CIP Budget Request

Company	00043	Front Range Airport							
Branch Office	FTG	Front Range Airport							
Division	FTG	Front Range Airport							
Business Unit	4304	Airport Operations/Maintenance							
Sub Ledger	43041701	Purchase snow removal truck							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
9175	Vehicles & Equipment		20,000.00					20,000.00	
		TOTAL	20,000.00					20,000.00	

Description of Request: Replace ground side snow removal truck. Purchase used through the DIA surplus equipment program.

Budget Justification: Replacement of worn out equipment.

Impact on Budget: Truck is needed to keep access open to the airport for customers and emergency response equipment

Budget Mandate Desc: Fire department requires access to the airport during inclement weather. The FAA requires snow removal of federal funded pavements in a timely manner under grants assurance 11.

Sustainability Information: New snow plows of this size could cost close to \$250,000. Through the DIA surplus program used plows can be purchased for \$30,000, then CDOT division of aeronautics will reimburse for 80% of the purchase price.

5 Year CIP Budget Request

Company	00043	Front Range Airport							
Branch Office	FTG	Front Range Airport							
Division	FTG	Front Range Airport							
Business Unit	4304	Airport Operations/Maintenance							
Sub Ledger	43041702	Construct T-hangars							
		Current Yr	2017	2018	2019	2020	2021		
Object	Description	One-Time Cost						Total	
9055	Buildings		600,000.00					600,000.00	
		TOTAL	600,000.00					600,000.00	

Description of Request:

Construct a 12 unit T-hangar complex

Budget Justification:

Presently the airport owns and maintains five T-hangar buildings that are rented to aircraft owners. Currently there is a wait list for these hangars of 40 people. The airport receives calls on a daily basis from people looking to rent hangars. A new hangar could be lease immediately to aircraft owners.

Impact on Budget:

Lease revenues generated from this building would more than cover the debt. service of a loan. After 10 years the building would generate over \$5,000 per month in profits. Additional benefits include fuel sales and aircraft operations.

Budget Mandate Desc:

Sustainability Information:

The T-hangar would generate \$60,000 per year for the airport.

Adams County, Colorado
2017 Preliminary Budget
FTE Requests

Position ID	Position Title	Page	Pay		FTE	Min	Benefits		Total	Comments
			Grade				(+) 15%	32.5%		
FINEREQ01	Grant Compliance Supervisor	508			1.0	\$ -	\$ -	\$ -	\$ -	<i>Need to Classify</i>
FINEREQ02	Sr Accountant	509	P12		1.0	57,291	65,885	21,413	87,297	
CLKREQ01	Recording Tech	510	A10		1.0	34,352	39,504	12,839	52,343	
CLKREQ02	Recording Tech	511	A10		1.0	34,352	39,504	12,839	52,343	
DAREQ01	Deputy District Attorney	512	DDPYDA		1.0	60,624	69,718	22,658	92,376	
DAREQ02	Deputy District Attorney	513	DDPYDA		1.0	60,624	69,718	22,658	92,376	
DAREQ03	Investigator II	514	D52012		1.0	55,428	63,742	20,716	84,458	
DAREQ04	Investigator II	515	D52012		1.0	55,428	63,742	20,716	84,458	
DAREQ05	HT Victim Witness Advocate	516			1.0	43,368	49,873	16,209	66,082	
DPREQ03	Help Desk Manager	517			1.0		-	-	-	<i>Need to Classify</i>
DPREQ02	ERP Systems Analyst	518	T11		1.0	52,725	60,633	19,706	80,339	
DPREQ01	Network Administrator	519	T17		1.0	74,791	86,009	27,953	113,962	
FMREQ01	Building Maintenance Tech II	520	L10		1.0	38,628	44,422	14,437	58,859	
HUAREQ01	Permit Technician .25	521	A10		0.50	17,176	19,752	6,419	26,172	
SJDREQ01	Deputy	522	C3		1.0	51,348	59,050	19,191	78,242	
SJDREQ02	Deputy	523	C3		1.0	51,348	59,050	19,191	78,242	
SJDREQ03	Deputy	524	C3		1.0	51,348	59,050	19,191	78,242	
SJDREQ04	Deputy	525	C3		1.0	51,348	59,050	19,191	78,242	
SJDREQ05	Deputy	526	C3		1.0	51,348	59,050	19,191	78,242	
SJDREQ06	Deputy	527	C3		1.0	51,348	59,050	19,191	78,242	
SJDREQ07	Deputy	528	C3		1.0	51,348	59,050	19,191	78,242	
SJDREQ08	Deputy	529	C3		1.0	51,348	59,050	19,191	78,242	
SJDREQ09	Deputy	530	C3		1.0	51,348	59,050	19,191	78,242	
SJDREQ10	Deputy	531	C3		1.0	51,348	59,050	19,191	78,242	
SJDREQ11	Record Technician	532	A10		1.0	34,352	39,504	12,839	52,343	
SJDREQ12	Record Technician	533	A10		1.0	34,352	39,504	12,839	52,343	
SJDREQ13	Record Technician	534	A10		1.0	34,352	39,504	12,839	52,343	
SJDREQ04	Record Technician	535	A10		1.0	34,352	39,504	12,839	52,343	
SJJREQ01	Deputy - Courthouse Security	536	C3		1.0	51,348	59,050	19,191	78,242	
SJJREQ02	Deputy - Courthouse Security	537	C3		1.0	51,348	59,050	19,191	78,242	
SJJREQ03	Deputy - Courthouse Security	538	C3		1.0	51,348	59,050	19,191	78,242	
SJJREQ04	Deputy - Courthouse Security	539	C3		1.0	51,348	59,050	19,191	78,242	
SJJREQ05	Deputy - Courthouse Security	540	C3		1.0	51,348	59,050	19,191	78,242	
SSREQ01	Federal Funding Specialist IV	541	A10		1.0	34,352	39,504	12,839	52,343	<i>*Used the Fendral Funding Specialist</i>
Total 2017 FTE Requests					33.5	\$ 1,526,764	\$ 1,755,778	\$ 570,628	\$ 2,326,406	

Position Functions, Duties, Position Requirements

Works directly with the Finance Director, General Accounting Manager and HS Accounting Manager to coordinate reporting, audit responses, and other grant related activities and serves as a resource during the annual budget processes

Supervises Fiscal Grants analysts

Provides direct assistance to the Finance Department and other Departments and Offices in the formulation and implementation of County policies and procedures as they affect the administration of grant projects

Assists with analyzing, interpreting and applying Federal, State, Local Government, and private funders statutes, rules, and regulations regarding grant administration and implements related county wide processes

Serves as a resource for County staff and project managers during the project development process focusing on allowable expenditures and grant/project budgets

Conducts monitorings to review fiscal, regulatory and performance activities related to grant fund spending

Develops materials and provides training and oversight to facilitate the preparation of reports and documentation required by grantors

Monitors in kind obligations and Time and Effort reporting

Ensures compliance with agency requirements regarding disbarred vendors, purchasing regulations, equipment inventory, and contract and closing documents

Processes award documents, drafts sub agreements, MOUs, and similar documents

Coordinates the preparation of the Schedule of Expenditure of Federal Awards (SEFA)

Acts as a centralized point of contact for the County s grants.gov account

Coordinates with grantors to access reporting tools, websites and systems as appropriate

Performs other duties as assigned

Reviews the County s cost allocation plan

Education Requirements

Certification desired and CPA or other credentials preferred.

Justification for New Position and Quantifiable Support.

Adams County received over \$64 million in Federal Grants in 2015. We will receive significant amounts in 2016 and in the future as well. This position is intended to help the County develop policies, processes, controls and compliance checklists to focus additional efforts on grant compliance.

Reporting Relationship

Would report to the Human Services Accounting Manager

Financial Impact

The impact of the position would be approximately \$70,000 in salaries with an additional \$26,600 in benefits for a total cost of \$96,600. We would also need a computer at \$1,200, Training and Travel \$2,000 and \$500 in supplies and materials.

This position could have some cost allocation factored in depending on availability of grant funds in the County's various programs.

Organizational Chart

Position Functions, Duties, Position Requirements

Prepare journal entries for monthly and annual closes
 Set up and reconcile fixed assets on a monthly basis
 Responsible for reviewing financial data for accuracy
 Analyze and prepare audit required workpapers and trial balances for auditors
 Develop year-end audit plan and be the lead person
 Prepare the County s Comprehensive Annual Financial Report/CAFR
 Prepare Schedule of Expenditures of Federal Awards
 Provide guidance and training in fiscal responsibilities to grant analysts
 Up to date with GASB statements in order to make recommendations and implement changes to Accounting policies and procedures
 Provide training to accountants as necessary
 Provide support to Accounts Receivable and Accounts Payable personnel
 Perform other related duties and responsibilities as required

Education Requirements

Bachelors in Accounting. CPA and/or Masters Degree preferred.

Justification for New Position and Quantifiable Support.

This additional position in the Accounting Division will help with the County's growing capital projects to properly track our county's fixed assets among other accounting duties. The accounting division over the past several years has also taken on several additional tasks that were performed in other areas of the County such as the Cost Plan (used to be performed by budget division) and Subdivision Improvement Agreements and Development Review Comments (used to be performed by budget division).

Reporting Relationship

Reports to the General Accounting Manager

Financial Impact

This requested position is would be a P12 pay grade. The overall cost at midpoint would be \$68,749 plus benefits at about \$26,124.62 for a total of \$94873.62. The position would need a computer at \$1,200. The position would need an additional \$1,500 in training and travel related to training.

Organizational Chart

Position Functions, Duties, Position Requirements

Quality Control and Indexing of historical data (approximately 5,620,000 images) using recording software, and shared files on county network:

Ensures electronic documents are in legible

Executes quality control measures

Ensures all records conform to indexing standards

Education Requirements

One year job experience that includes cashiering, general office work and customer service. Experience or knowledge of real property statutes, forms, documents and data entry operations are preferred, but not required.

Justification for New Position and Quantifiable Support.

Quality Control and Indexing of 5,620,000 images digitized during 2016-2017.

Indexing required per CRS 30-10-408 and 30-10-409.

Reporting Relationship

Exercises no supervision.

Reports to Recording Supervisor.

Financial Impact

\$45,000 including benefits.

Clerk and Records Technology fund may be utilized, per CRS 30-10-421.

Organizational Chart

Position Functions, Duties, Position Requirements

Quality Control and Indexing of historical data (approximately 5,620,000 images) using recording software and shared files on county network.

Ensures electronic documents are legible.

Executes quality control measures, per department policy.

Ensures all records conform to index standards set by department guidelines.

Education Requirements

One year job experience that includes cashiering, general office work and customer service. Experience or knowledge or real property statutes, forms, documents and data entry operations are preferred, but not required.

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Quality Control and Indexing of 5,620,000 images digitized during 2016-2017.

Indexing required per CRS 30-10-408 and 30-10-409.

Reporting Relationship

Exercises no supervision.

Reports to Recording Supervisor.

Financial Impact

\$45,000 including benefits.

Clerk and Recorder's Technology fund may be utilized, per CRS 301-10-421.

Organizational Chart

00001	EDA	1051	DAREQ01	Deputy District Attorney I	RFT	County Funds	1
				<u>Justification for New Position and Quantifiable Support.</u>			
<u>Position Functions, Duties, Position Requirements</u>				The duties performed are consistent with similar felony prosecutors in the office. However, this position would be specialized in the area of HT and assist LEA to actively pursue minor victims of sex trafficking, and foreign national adult labor of trafficking victims.	<u>Financial Impact</u>		
We are seeking to create a Human Trafficking unit. In 2016 our office has accepted 30 cases for filing. This number is expected to more than double in size. Our existing Deputy District Attorneys are no longer able to maintain their own case load in addition to these cases.					In 2016 our office has accepted 30 cases for filing HT charges. Our existing staff does not have the ability to maintain their own case load and take on these additional cases.		
<u>Education Requirements</u>				<u>Reporting Relationship</u>	<u>Organizational Chart</u>		
JD Degree, 5 years felony prosecution experience.				The HT Deputy District Attorney would report to a Chief Trial Deputy.	Our org chart is already on file with finance or can be sent separately.		
We seek to promote from within the office and seek for the new 2017 position to be entry level to back fill.					SALARY 60,624 (based on 2016 entry level, does not include benefits)		

Position Functions, Duties, Position Requirements
 Duties consistent with existing Deputy District Attorney positions within our office.

Justification for New Position and Quantifiable Support.
 In 2016 we reassigned an existing legal secretary to our Broomfield office due to caseload. We are extremely limited in our ability to send the necessary attorney staff to assist. The need has become necessary on a regular basis. We are seeking an additional Deputy District Attorney to assist as needed within the Adams office and to afford some consistency and adequate coverage at the Broomfield office.

The stats provided in the KPI demonstrate the overall increase in caseload.

Financial Impact
 An entry level Deputy District Attorney salary is \$60,624 (based on 2016 entry level and does not include benefits)

Education Requirements
 JD

Reporting Relationship
 The Deputy District Attorneys report to a Chief Trial Deputy.

Organizational Chart
 On file with finance dept.

Position Functions, Duties, Position Requirements

We are seeking an Investigator II to be assigned to Human Trafficking.

Duties include: Conduct general follow up interviews as well as forensic interviews of sex crime victims.

Participate in area sex crime task force

Author search and arrest warrants

Provide educational presentations to the public

Identify additional sex crime victims through investigation and interviews

Education Requirements

POST certified

Experience in investigating sex crimes

Forensic interviewing

Experience with filing felony cases

Experience in interagency investigations

Justification for New Position and Quantifiable Support.

As mentioned previously, Human Trafficking is unfortunately a very active and growing facet of organized crime. Having 30 cases this year alone we recognize the need to establish a HT unit. Cases that are investigated and prosecuted will assist in identifying additional victims. A large number of victims are juveniles who continue to be victimized after reaching adulthood.

Reporting Relationship

This position would report to the Chief Investigator and may take direction from the HT Deputy District Attorney.

Financial Impact

The salary for an Investigator II is \$55,428 (2016 entry level not including benefits)

Depending on the applicant pool, having the ability to hire into the range may be helpful. So \$66,514 would be ideal for budget purposes.

Organizational Chart

Position Functions, Duties, Position Requirements

Experience in fraud investigations

Attendance at fraud training seminars

Preference to Certified Financial Fraud Examiner

Experience filing felony cases

Experience in interagency investigations

Education Requirements

Conduct general follow-up interviews

Identify additional victims

Author court ordered production of records, search and arrest warrants

Conduct joint investigations with outside law enforcement agencies

File prosecution reports

Justification for New Position and Quantifiable Support.

The Economic Crime unit has investigated 42 cases, 28 of which were assigned to one Investigator. The cases tend to be in-depth and complex often resulting in the authoring of court order production of records and search warrants. Along with the aforementioned caseload, the EC investigator has accepted an additional fifty cases from outside law enforcement agencies for filing to the point they have had to turn away requests for assistance from other LEA throughout the county.

Reporting Relationship

The position reports to the Chief Investigator and may take direction from the EC Senior Deputy District Attorney.

Financial Impact

Entry level for an Investigator II is \$55,428 (2016 entry level not including benefits)

Having the ability to hire into the range may be helpful in bringing in qualified candidates. A budgeted entry salary of \$66,514 would be 20% within the range.

Organizational Chart

Org chart on file with finance dept.

Position Functions, Duties, Position Requirements

Support HT unit by providing direct services for clients including crisis intervention, emotional support, advocacy, safety planning, resources and referrals. Conduct community awareness activities regarding sexual assault and human trafficking. Participate in interagency meetings. Generate summary reports of each event, group, and or training. Prepare and conduct outreach presentations to the community.

Education Requirements

Bachelors degree in social services, criminology or human services with prior advocacy experience preferred. NOVA/COVA certification as preferred as well as the ability to speak Spanish however it is not required.

Justification for New Position and Quantifiable Support.

Our existing staff has been handling these cases as they come up however we have reached a critical point where a dedicated HT unit is necessary to provide experienced advocacy and services to these victims.

Reporting Relationship

This position would report to the Victim Services Manager.

Financial Impact

We are seeking VOCA grant funding and hope to receive 95% of the funding necessary for this position. Generally VOCA is a 2 year grant. We would identify this position as a project designated position.

Organizational Chart

org chart is on file.

Position Functions, Duties, Position Requirements

This position would perform the following duties:

- Responsible for managing the Help Desks at the Government Center, CFC Building, and HSB Building
- Improves efficiency and quality of Help Desk-related customer service requests to county employees
- Responsible for effective scheduling and distribution of staff to maintain Help Desk availability to county employees in a 24x7 business model
- Responsible for new PC acquisitions and deployment

Education Requirements

At a minimum, a Bachelor's or Master's degree would be required with multiple years of proven customer service and leadership experience.

Justification for New Position and Quantifiable Support.

The number of Help Desk-related requests (via phone, email, and in-person) has continued to increase and is outpacing existing staffing levels. Routine tasks are taking longer than usual to complete, which is negatively impacting internal customers and their ability to efficiently perform their jobs. Customer service satisfaction has decreased, and the Help Desk manager's top priority will be to improve delivery of help desk-related tasks to better serve county employees.

Reporting Relationship

This position will directly report to the Technical Service Manager and the IT Director.

Financial Impact

The creation of this position will increase the base budget for IT Help Desk and Servers.

Organizational Chart

1. IT Director: Kevin Beach
 2. Technical Services Manager: Raymond Saltivan
 3. Help Desk Manager: TBD
 4. Help Desk Staff:
- Technical Help Desk Associates I, II, III

Position Functions, Duties, Position Requirements

This is an existing position for Adams County, however, it is currently not staffed. Essentially it is junior level support of JD Edwards and related software. The current job description is as follows:

Primary Responsibility:

Utilize and maintain the JD Edwards EnterpriseOne platform and auxiliary systems from a development, CNC, system administration, and functional consultant perspective to create and maintain business solutions for Adams County.

Essential Duties:

Initiate, develop, implement and maintain complete business solutions utilizing the JD Edwards EnterpriseOne toolset and other related methods with minimal supervision and defects. These solutions will be small to large in nature and complexity.

Initiate, implement and maintain all aspects of business/technical solutions and improvements that will provide a high level of business value to the organization.

Ensure data backups are complete, accurate and reliable.

Gather requirements from business and technical users. Convert these requirements into complete business solutions from start to finish.

Education Requirements

1 - 2 years JD Edwards EnterpriseOne development and CNC experience.

Bachelors degree in Computer Science, MIS, or related field or equivalent relevant work experience.

Justification for New Position and Quantifiable Support.

Continuing growth and demands for JD Edwards support and development require additional staffing. Recently, the county added an additional JD Edwards Application Specialist which there are now three. The number of full time technical resources in IT for JD Edwards remains at two of which one is the supervisor. The backlog of JD Edwards projects continues to grow due to lack of available staff resources and contention with day to day support.

Reporting Relationship

Directly reports to current ERP Applications Development Supervisor.

Financial Impact

Additional FTE salary plus benefits. Previously staffed salary in 2014 for this position began at \$60,770 annually.

Organizational Chart

County Manager

- Deputy County Manager (Internal Services)

- IT Director

- Applications Manager

- ERP Applications Development

Supervisor

- ERP Systems Analyst

Position Functions, Duties, Position Requirements

-Design, implementation, and maintenance of the County network infrastructure (both LAN and WAN) to ensure effective and efficient networking systems, and maximize network up time

-Responds to emergency situations as needed for the purpose of resolving immediate concerns.

-Responds to inquiries from a variety of sources (e.g. staff, administrators, outside vendors and service providers, etc.) for the purpose of providing technical assistance and support.

-Preparation of written materials (e.g. procedures, system level documentation, reports, memos, letters, etc.) for the purpose of documenting activities, providing written reference, and/or conveying information

Education Requirements

-CCNA or CCNP required

-3-5 years experience with Cisco routing/switching in a large enterprise-level network environment.

-High level of competence and familiarity with the following: TCP/IP and the OSI Model, DNS, DHCP, as well as EIGRP, OSPF, BGP routing protocols

-Experience with Cisco Unified Communications VoIP

-Experience managing a large wireless network

-Knowledge/experience with managing firewalls and network security

-Knowledge/experience with Microsoft server operating systems desirable.

-Excellent written and verbal communication skills

Justification for New Position and Quantifiable Support.

There is currently only one full time position responsible for supporting the entire network infrastructure (which includes approximately 50 routers, 200 switches, 100 wireless access points, and 27 point to point microwave radio links), as well as managing projects (such as network/phone deployments at new County facilities, and network and phone upgrades), and managing the Network & Telecom Division staff. An additional FTE will help us immensely to improve our level of network service delivery.

Reporting Relationship

This position will report to the Network and Telecom Manager in the Information Technology Department.

Financial Impact

Minimum starting salary: \$74,419.

Organizational Chart

County Manager

--Deputy County Manager (Internal Services)

----Information Technology Director

-----Network & Telecom Manager

-----Network Administrator

Position Functions, Duties, Position Requirements
 See Job Description

Justification for New Position and Quantifiable Support.
 Facility Operations will need one FTE to perform building maintenance for this facility.

Financial Impact
 \$38,628.00 Grade: L10

Education Requirements
 See Job Description

Reporting Relationship
 This position will report to the Erik Bryant, Building Supervisor at the Government Center

Organizational Chart
 Org chart not available at this time.

Position Functions, Duties, Position Requirements

****Please note**** this is a request for a 0.25 FTE to combine with the existing 0.75 FTE position transferred to our department with the reorganization of Emergency Management. Our request is to fund the 0.25 FTE within the One-Stop Customer Service division while maintaining the 0.75 FTE within the Neighborhood and Emergency Services division.

Education Requirements

Education and experience is defined in the Permit Tech job description.

Justification for New Position and Quantifiable Support.

The original 0.75 position, which is occupied by Dawn Riggs, was designed according to the volume of work present in the original Office of Emergency Management. With the transition to Community and Economic Development, we have placed the position in the role of administrative support to Neighborhood and Emergency Services. The position is housed at the Front Counter and works in tandem with staff from the One Stop Customer Center where there is significant need for more support.

Reporting Relationship

The position will continue to report to the Manager for Neighborhood and Emergency Services.

Financial Impact

The financial impact is approximately \$8,587.87 in total salary costs and, by virtue of benefit costs for becoming a full time employee, an additional \$10,305.30 (A10 salary x .3, assuming cost of benefits is equivalent to 30% of the salary). This can be offset by the surplus of funds present in the total balance sheet of those divisions tied to permitting and development review (development review, building safety, and one-stop customer service center). Their 2017 budget balance equals \$45,935.

Organizational Chart

Position Functions, Duties, Position Requirements
 Deputy duties within the Mental Health Unit

Justification for New Position and Quantifiable Support.
 To fill the Deputy post in the new Mental Health Unit, 10
 Deputies are required. These are built into the ongoing costs
 from the 5 Year CIP for personnel.

Financial Impact
 Salaries, benefits, etc.

Education Requirements
 POST certified

Reporting Relationship
 Jail Command Staff

Organizational Chart

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Financial Impact
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from the 5 Year CIP for personnel.

Financial Impact
Salaries, benefits, etc.

Education Requirements
POST certified

Reporting Relationship
Jail Command Staff

Organizational Chart

Position Functions, Duties, Position Requirements

Record Technician duties in the Jail including inquiries into local and state systems, bonding, fee payments, visitation, greeting, directing and assisting the public, professional visitors and bond agents in person and on the phone.

Education Requirements

Same as existing Record Technicians

Justification for New Position and Quantifiable Support.

in 2012 the Records Section was permitted to reclassify 3 Lead Record Technicians to Records Supervisors due to the span of control issues with 1 supervisor responsible for 28 employees that work 24/7. With the number of tasks and the time required for each task, there aren't enough staff to do the work. Adding 4 would cover the loss of productivity realized when 3 were promoted to supervisors and 1 Tech was relocated to the Courthouse to help the 1 Tech assigned there.

Reporting Relationship

Jail Command Staff

Financial Impact

\$60,000 each with benefits per the BASR

Organizational Chart

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Organizational Chart

Position Functions, Duties, Position Requirements

Record Technician duties in the Jail including inquiries into local and state systems, bonding, fee payments, visitation, greeting, directing and assisting the public, professional visitors and bond agents in person and on the phone.

Education Requirements

Same as existing Record Technicians

Justification for New Position and Quantifiable Support.

in 2012 the Records Section was permitted to reclassify 3 Lead Record Technicians to Records Supervisors due to the span of control issues with 1 supervisor responsible for 28 employees that work 24/7. With the number of tasks and the time required for each task, there aren't enough staff to do the work. Adding 4 would cover the loss of productivity realized when 3 were promoted to supervisors and 1 Tech was relocated to the Courthouse to help the 1 Tech assigned there.

Reporting Relationship

Jail Command Staff

Financial Impact

\$60,000 each with benefits per the BASR

Organizational Chart

00001	ESD	2072	SJJREQ01	Deputy- Courthouse Security	RFT	County Funds	1
<u>Position Functions, Duties, Position Requirements</u>				<u>Justification for New Position and Quantifiable Support.</u>		<u>Financial Impact</u>	
Deputy duties for Courthouse Security				Additional staff required following the Courthouse expansion and the additional courtrooms, hearing rooms, etc. at the Courthouse.		Entry Level Deputy salary plus benefits x 5 FTEs	
<u>Education Requirements</u>				<u>Reporting Relationship</u>		<u>Organizational Chart</u>	
POST certified				Jail Command Staff			

Position Functions, Duties, Position Requirements
Deputy duties for Courthouse Security

Justification for New Position and Quantifiable Support.
Additional staff required following the Courthouse expansion and the additional courtrooms, hearing rooms, etc. at the Courthouse.

Financial Impact
Entry Level Deputy salary plus benefits x 5 FTEs

Education Requirements
POST certified

Reporting Relationship
Jail Command Staff

Organizational Chart

Position Functions, Duties, Position Requirements
Deputy duties for Courthouse Security

Justification for New Position and Quantifiable Support.
Additional staff required following the Courthouse expansion and the additional courtrooms, hearing rooms, etc. at the Courthouse.

Financial Impact
Entry Level Deputy salary plus benefits x 5 FTEs

Education Requirements
POST certified

Reporting Relationship
Jail Command Staff

Organizational Chart

Position Functions, Duties, Position Requirements

Determines IV-E eligibility of children in out of home care which brings in Federal Monies to the county to off set Foster Care allocation

Determines and re-determines eligibility on all children in out of home placement and establishes sub adoption eligibility.

Researches State and internal database systems and analyzes family data and household composition.

Interprets Temporary Assistance to Needy Families (TANF) Regulations and Child Welfare Regulations.

Changes funding source codes in TRAILS system to ensure Federal funding is generated.

Coordinates records for all State Foster Care Reviews (FCR) and act as the IV-E liaison between the county and Foster Care Reviewers.

Performs related duties and responsibilities as required.

Education Requirements

Experience Three years in a similar field

Education Four years of high school, vocational school or equivalent.

Justification for New Position and Quantifiable Support.

The state is requiring more research and documentation to support determinations. Caseloads have increased by over 50% since 2012. The workload growth is requiring additional staff. The position is 80/20 funded.

Reporting Relationship

The position reports to our Child Welfare Accounting Supervisor for FC Billing

Financial Impact

The position is an A10 and the midpoint of the pay range is \$41,221.80. Benefit costs would be approximately \$15,664.28 for a total cost of \$56,886.08. The position would require a computer at approximately \$1,000.

Organizational Chart

This position organizationally aligned in the Finance Department but is funded out of the Social Services Fund which is budgeted by the Human Services Department. See Finance Department Org Chart for 2017 Budget.



STUDY SESSION AGENDA ITEM

DATE: October 4, 2016
SUBJECT: Benefit Renewal Recommendation for 2017 Budget
FROM: Terri Lutt, Interim Human Resources Director & Bryan Ostler, Interim Deputy County Manager, Administrative Services
AGENCY/DEPARTMENT: Human Resources
ATTENDEES: Bryan Ostler, Terri Lutt, Charles Duscha, Pauline Hohn, Representatives from Hays Companies of Denver
PURPOSE OF ITEM: To provide the Board with information and a recommendation for the 2017 budget regarding health plans.
STAFF RECOMMENDATION: To approve the recommended health plans for the 2017 budget.

BACKGROUND:

Each year the county does a comprehensive benefit renewal analysis. This presentation includes information from that analysis and recommendation for the 2017 Preliminary Budget.

AGENCIES, DEPARTMENTS OR OTHER OFFICES INVOLVED:

Human Resources
County Manager's Office
Budget Office

ATTACHED DOCUMENTS:

Please see attached documents.

FISCAL IMPACT:

Please check if there is no fiscal impact ☐. If there is fiscal impact, please fully complete the section below.

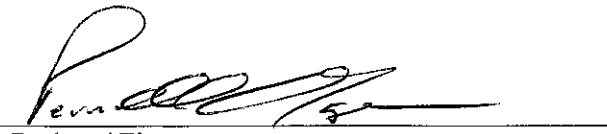
Fund:**Cost Center:**

	Object Account	Subledger	Amount
Current Budgeted Revenue:			
Additional Revenue not included in Current Budget:			
Total Revenues:			

	Object Account	Subledger	Amount
Current Budgeted Operating Expenditure:			
Add'l Operating Expenditure not included in Current Budget:			
Current Budgeted Capital Expenditure:			
Add'l Capital Expenditure not included in Current Budget:			
Total Expenditures:			

New FTEs requested: ☐ YES ☐ NO

Future Amendment Needed: ☐ YES ☐ NO

Additional Note:**APPROVAL SIGNATURES:**
Todd Leopold, County Manager**APPROVAL OF FISCAL IMPACT:**
Budget / Finance

Raymond H. Gonzales, Deputy County Manager
Bryan Ostler, Interim Deputy County Manager

Benefit Renewal Recommendation
Human Resources Department
October 4, 2016

2017 BENEFIT PLAN RENEWAL

Goal of the Benefit Program:

- To be an employer of choice by offering an outstanding benefit plan that meets or exceeds the competition.

Long Term Strategy of the Benefit Program:

- Encourage employee partnership in healthcare decisions by offering smart, effective plan choices.
- Manage premium increases so they are sustainable for the county and the employees.
- Maintain health plan choice for all employees.

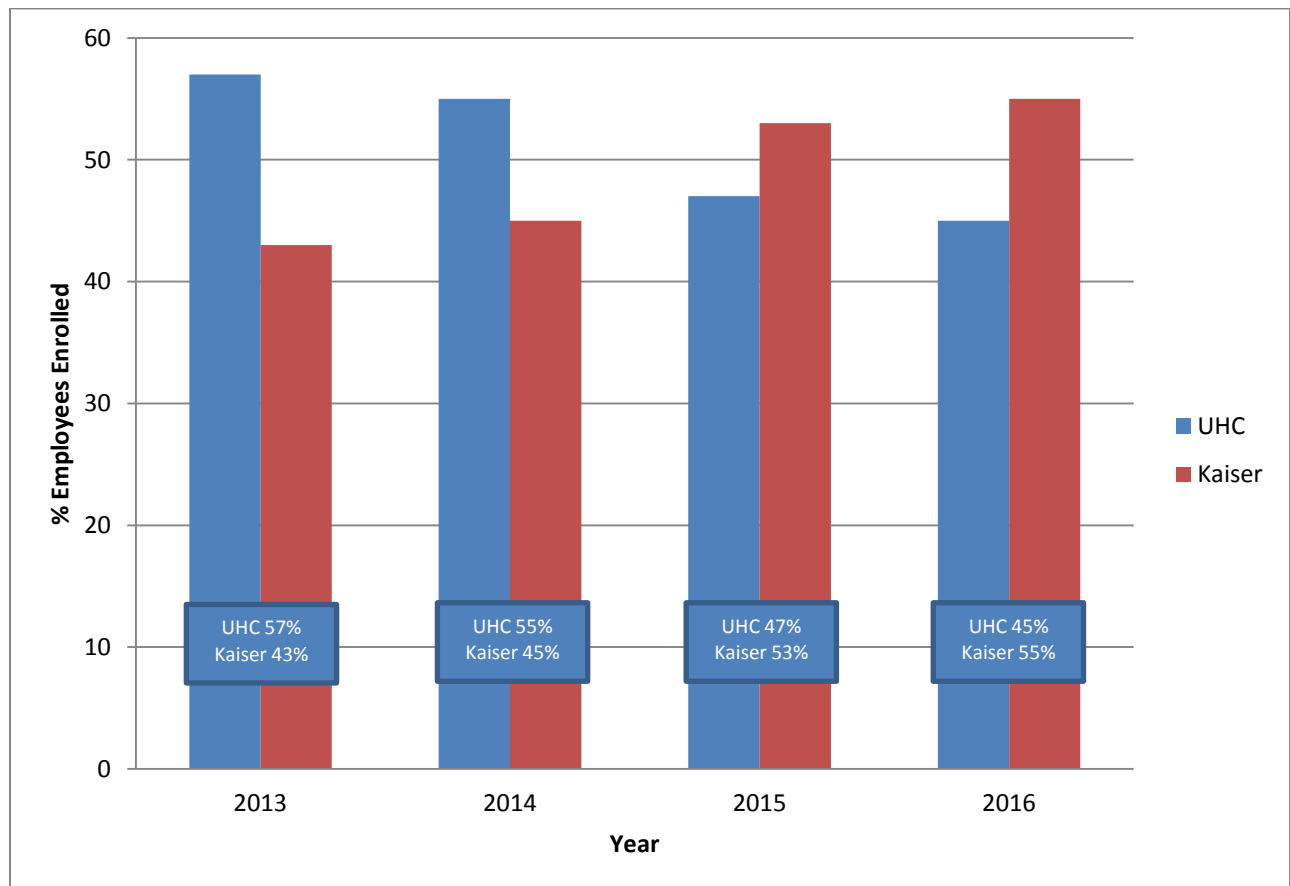
Execution of our Strategy

- Manage our risk.
- Until recently we have been successful in mitigating adverse selection by keeping healthcare premiums comparable for our employees. This has led to a low waiver population, allowing for the cost (or risk) to be spread out among many employees.
- We implemented a self-funded health plan several years ago, which over time is expected to have lower trend than our prior fully-insured HMO plan.
 - On average and over time, self-funded health plans increase at a lower trend than those that are fully-insured.
 - Self-funding presents an opportunity to build a reserve in low claims years to help pay for high claims years.

Managing Risk

- We recently launched an on-site clinic to support our wellness efforts and more closely manage the health risk of our population.
- The clinic has been operational for approximately one year. The clinic is operating at nearly 100% capacity each day, reflecting positive engagement from the employees.
- While it is too early to identify any trends, initial indications are that the clinic is helping to save healthcare dollars for both the Kaiser and the UHC health plans. In October we will be receiving a comprehensive annual report on the Clinic's performance from CareHere.

UHC vs. Kaiser – Percentage of Enrollment 2013 - 2016



PLAN DESIGN CHANGES 2013-2016

	2013		2014		2015		2016	
Plan	United	Kaiser	United	Kaiser	United	Kaiser	United	Kaiser
Deductible	\$400	none	\$400	none	\$400	none	\$500	none
Co-Insurance	none	none	none	none	5%	none	5%	none
PCP – Office Visit Co-Pay	\$25	\$15	\$25	\$15	\$25	\$15	\$30	\$15
Specialist-Office Visit Co-Pay	\$40	\$25	\$40	\$25	\$40/\$80	\$25	\$40/\$80	\$25
Hospital-Inpatient	Deductible applies	\$250	Deductible applies	\$250	5% after deductible	\$250	5% after deductible	\$250
Hospital-Outpatient	Deductible applies	\$200	Deductible applies	\$200	5% after deductible	\$200	5% after deductible	\$200
Emergency Room	\$170	\$150	\$170	\$150	\$170	\$150	\$200	\$150
Prescription Drugs								
Tier 1	\$20	\$15	\$20	\$15	\$20	\$15	\$20	\$15
Tier 2	\$40	\$30	\$40	\$30	\$40	\$30	\$40	\$30
Tier 3	\$60	NA	\$60	NA	\$60	NA	\$80	NA

*Cells highlighted in blue indicate major changes to UHC plan design.

Ensure Sustainability

- We seek to ensure the sustainability of both the UHC and Kaiser plans by managing the adverse effects of a split risk pool.
- Recent claim activity would suggest that higher risk, high claims individuals are enrolled in the UHC plan.
- This has resulted not only in higher UHC costs, but lower Kaiser costs.
- We have an opportunity to manage our risk pool.
- A split risk pool that is not properly managed can ultimately result in substantially higher premiums for both plans.
 - We are concerned that the two plans are on a path that is not sustainable, and we may lose our ability to offer the choice of two health plans.

Financials

- Because our benefit program is comprised of a single risk pool of employees, we have begun taking a more holistic view of the combined spend for medical, dental, vision, life, and disability.
- When viewing the program in this manner, shortages and surpluses are combined, resulting in more stable contributions for the county and the employees.
- Our proposal is necessary in order to re-align the plans, allowing us to continue to offer choice.
- In an effort to correct this negative split risk pool situation that we see in the plans, we are proposing to move towards more equity in the medical plans between UHC and Kaiser.

2017 Initial Renewal Projections

- 7% Increase for UHC
- 5% Decrease for Kaiser
- Cost to county is \$72,505 (Employer/Employee split overall change)

Our Recommendation (Option 1)

- No plan design changes to UHC plan
- Plan design changes to Kaiser plan
- Decrease UHC EPO employee premiums to match Kaiser premiums
- No change to UHC POS employee premiums
- No change to Kaiser employee premiums
- Continue the Early Retiree Rates/Premiums scheduled phase-out plan

Plan	Cost Impact of Medical Plan Recommendations					
	2016 Total County Cost	2016 Total Employee Cost	2016 Total Plan Cost	2017 Total County Cost	2017 Total Employee Cost	2017 Total Plan Cost
UHC	\$9,729,754	\$2,365,621	\$12,095,375	\$10,747,845	\$2,225,135	\$12,972,980
Kaiser	\$10,043,659	\$2,626,042	\$12,669,702	\$9,312,834	\$2,626,042	\$11,938,876
Total Plan Cost	\$19,773,413	\$4,991,664	\$24,765,077	\$20,060,679	\$4,851,177	\$24,911,856
Change from Current				+\$ 287,266	-\$ 140,486	+\$ 146,780

Kaiser Plan Design Proposed Changes and Comparison to UHC			
Plan Benefit	Kaiser Current	Kaiser Proposed	United EPO (no changes)
Deductible	No deductible	No deductible	\$500 Single \$1,000 family
Office Visit Co-pay	\$15 PCP \$25 Specialist	\$30 PCP \$40 Specialist	\$30 PCP \$40 Premium Specialist
Hospital Services	\$250 Inpatient Co-pay \$250 Outpatient Co-pay	\$300 Inpatient Co-pay \$250 Outpatient Co-pay	\$500 Deductible + 5% Coinsurance
Emergency Room	\$150 Co-pay	\$200 Co-pay	\$200 Co-pay
Maximum Out of Pocket	\$2,000/Single \$4,500/Family	\$2,000/Single (no change) \$4,500/Family (no change)	\$4,500/Single \$9,000/Family
Prescription Drugs	\$15 Generic \$30 Preferred	\$15 Tier 1 \$35 Tier 2 \$45 Tier 3	\$20 Tier 1 \$40 Tier 2 \$80 Tier 3

New 2017 Employee Rates for All Plans		
Medical Plan	2016	2017 Proposed
United Healthcare EPO	United Healthcare EPO	United Healthcare EPO
EE Only	\$92.96	\$86.89
EE + One	\$267.73	\$250.44
EE + Two or More	\$458.39	\$428.80
United Healthcare POS	United Healthcare POS	United Healthcare POS
EE Only	\$82.91	\$82.91
EE + One	\$238.77	\$238.77
EE + Two or More	\$408.83	\$408.83
United Healthcare EPO Retirees	United Healthcare EPO Retirees	United Healthcare EPO Retirees
EE Only	\$725.74	\$912.01
EE + One	\$1,576.70	\$1,974.01
EE + Two or More	\$2,289.57	\$2,883.69
United Healthcare POS Retirees	United Healthcare POS Retirees	United Healthcare POS Retirees
EE Only	\$642.02	\$807.53
EE + One	\$1,401.30	\$1,755.11
EE + Two or More	\$2,036.88	\$2,548.31
United Healthcare PPO Retirees	United Healthcare PPO Retirees	United Healthcare PPO Retirees
EE Only	\$838.54	\$1,052.78
EE + One	\$1,814.99	\$2,271.39
EE + Two or More	\$2,631.84	\$3,290.80
Kaiser Permanente HMO	Kaiser Permanente HMO	Kaiser Permanente HMO
EE Only	\$86.89	\$86.89
EE + One	\$250.44	\$250.44
EE + Two or More	\$428.80	\$428.80
Kaiser Permanente Retirees	Kaiser Permanente Retirees	Kaiser Permanente Retirees
EE Only	\$590.17	\$558.54
EE + One	\$1,294.35	\$1,217.44
EE + Two or More	\$1,883.30	\$1,772.64

2017 Total Budget Impact (Option 1)		
Total County cost, without employee premiums		
PLAN	2016 CURRENT BUDGET	2017 RENEWAL BUDGET Proposed
UHC Medical	\$9,729,754	\$10,747,845
KAISER Medical	\$10,043,659	\$9,312,834
DELTA Dental	\$1,063,487	\$974,148
VSP Vision	\$153,543	\$140,536
UNUM Life/Disability	\$1,555,724	\$1,555,724
Total Benefit Plan Spend	\$22,546,167	\$22,731,087
Increase over current		\$184,920

Long Term Strategy of the Benefit Program:

- Encourage employee partnership in healthcare decisions by offering smart, effective plan choices.
- Manage premium increases so they are sustainable for the county and the employees.
- Maintain health plan choice for all employees.

Option #1 (Original Recommendation)				
<ul style="list-style-type: none"> • Plan design changes to Kaiser plan • No premium increase for Kaiser • No plan design changes for UHC • Decrease UHC EPO employee premiums to match Kaiser premiums • No change to UHC POS employee premiums • Continue the Early Retiree Rates/Premiums scheduled phase-out plan 				
Plan	2016 Total County Cost	2017 Total County Cost	Pros	Cons
UHC	\$9,729,754	\$10,747,845	1 st step toward minimizing migration.	Negative impact for Kaiser members.
Kaiser	\$10,043,659	\$9,312,834		
Total Plan Cost	\$19,773,413	\$20,060,679		
Change from Current		\$287,266	1 st step towards aligning Kaiser plan with market benchmarks. Moderate impact to county cost. Aligns with strategic plan.	
Option #2				
<ul style="list-style-type: none"> • No plan design changes for Kaiser • No premium increase for Kaiser • No plan design changes for UHC • Premium reduction - \$0 premium for UHC EPO Employee-only coverage 				
Plan	2016 Total County Cost	2017 Total County Cost	Pros	Cons
UHC	\$9,729,754	\$11,082,545	Significant step toward minimizing migration.	Kaiser plan continues to be richer than market benchmarks.
Kaiser	\$10,043,659	\$9,410,202		
Total Plan Cost	\$19,773,413	\$20,492,748		
Change from Current		\$719,334	UHC plan becomes a more attractive option for employees. No negative impact on Kaiser members. Aligns with strategic plan.	Higher impact to county cost.
Change from original recommendation (Option 1)		\$432,069		

Option #3		<ul style="list-style-type: none">Accept renewal with no changesNo plan design changes for KaiserNo premium increase for KaiserNo plan design changes for UHCNo premium increase for UHC		
Plan	2016 Total County Cost	2017 Total County Cost	Pros	Cons
UHC	\$9,729,754	\$10,607,359	Simple administration and communication.	This option does not address the adverse selection within our health plans. Migration away from UHC will continue. If we wish to continue offering employees choice, we must address the adverse selection. Does not align with long term strategic plan.
Kaiser	\$10,043,659	\$9,410,202		
Total Plan Cost	\$19,773,413	\$20,017,561		
Change from Current		\$244,148	Moderate impact to county cost.	
Change from original recommendation (Option 1)		(\$43,118)		
Option #4		<ul style="list-style-type: none">Plan design changes previously recommended for Kaiser in Option 1No premium increase for KaiserNo plan design changes for UHCNo premium increase for UHC		
Plan	2016 Total County Cost	2017 Total County Cost	Pros	Cons
UHC	\$9,729,754	\$10,607,359	Step towards aligning Kaiser plan with market benchmarks.	Initial cost impact to county is minimal, but long term adverse selection will increase cost of UHC plan. Does not align with long term strategic plan.
Kaiser	\$10,043,659	\$9,312,834		
Total Plan Cost	\$19,773,413	\$19,920,193		
Change from Current		\$146,780	Small step towards minimizing migration.	
Change from original recommendation (Option 1)		(\$140,486)		Minimal cost increase.

Option #5				
		<ul style="list-style-type: none"> • No premium increase for Kaiser • No plan design changes for Kaiser • No premium increase for UHC • Remove co-insurance for UHC 		
Plan	2016 Total County Cost	2017 Total County Cost	Pros	Cons
UHC	\$9,729,754	\$11,141,249	Significant step toward minimizing migration.	Kaiser plan continues to be richer than market benchmarks.
Kaiser	\$10,043,659	\$9,410,202		
Total Plan Cost	\$19,773,413	\$20,551,451	No negative impact on Kaiser members.	Higher impact to county cost.
Change from Current		\$778,038		
Change from original recommendation (Option 1)		\$490,772		<p>Impedes strategic plan set forth in 2014 to encourage employee partnership in healthcare decision making by choosing lower cost options when accessing care.</p> <p>Does not align with long term strategic plan.</p>



STUDY SESSION AGENDA ITEM

DATE OF STUDY SESSION: October 4, 2016
SUBJECT: Discussion regarding Expired Conditional Use Permit
FROM: Norman Wright, Director of Community & Economic Development
AGENCY/DEPARTMENT: Community & Economic Development
ATTENDEES: Norman Wright, Director of Community & Economic Development and Eric Guenther, Neighborhood and Emergency Services Manager
PURPOSE OF ITEM: To provide an update on the County's enforcement of expired conditional use permits
STAFF RECOMMENDATION: To continue with current effort and approach

BACKGROUND:

In spring of 2015, Neighborhood Services began the effort to inspect over 200 expired Conditional Use Permits to determine compliance with our ordinances. Since that time, staff has made significant progress and has reached a point where all existing cases are in a state of corrective action.

AGENCIES, DEPARTMENTS OR OTHER OFFICES INVOLVED:

County Manager's Office

ATTACHED DOCUMENTS:

Informational only

FISCAL IMPACT:

Please check if there is no fiscal impact ☐. If there is fiscal impact, please fully complete the section below.

Fund:**Cost Center:**

	Object Account	Subledger	Amount
Current Budgeted Revenue:			
Additional Revenue not included in Current Budget:			
Total Revenues:			

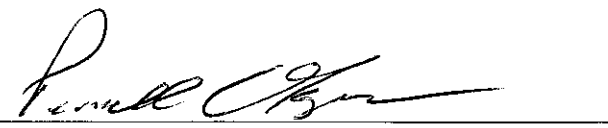
	Object Account	Subledger	Amount
Current Budgeted Operating Expenditure:			
Add'l Operating Expenditure not included in Current Budget:			
Current Budgeted Capital Expenditure:			
Add'l Capital Expenditure not included in Current Budget:			
Total Expenditures:			


New FTEs requested: ☐ YES ☐ NO

Future Amendment Needed: ☐ YES ☐ NO

Additional Note:**APPROVAL SIGNATURES:****APPROVAL OF FISCAL IMPACT:**


Todd Leopold, County Manager


Budget / Finance


Raymond H. Gonzales, Deputy County Manager

Bryan Ostler, Interim Deputy County Manager