TOWN OF MILLIKEN
TOWN BOARD
AGENDA MEMORANDUM

To: Mayor Woodcock and Board of Trustees From: Kent Brown, Town Administrator	Meeting Date: Wednesday, July 27, 2016

Agenda Item #	Action:	Discussion:	Information: X
Agenda Title: Mid Year Project Update – 2016 Budget			
Attachments: Budget summaries – with updated information			

PURPOSE

The purpose of the attachments is to provide an update on projects and objectives identified in the 2016 Budget to be accomplished in 2016. The budget summary page for each "fund" or "department" in the General Fund from the original budget was copied. Each objective or project that was specifically identified during the budget adoption was included with the current status or update and the expected outcome by the end of 2016 highlighted in yellow.

2016 GENERAL FUND – TOWN BOARD
SUMMARY

FUNCTION

Expenses for the Board of Trustees and a portion of the Town Attorney are tracked through this department fund. The Milliken Board of Trustees consist of a Mayor and six Trustees who are the governing body of the city. The Board establishes policy, enacts ordinances, holds public hearings, approves contracts and authorizes all public improvements. The Mayor is the highest elected official of the Town, presides over the Town Board and represents the Town in ceremonial capacities as the official City dignitary.

OBJECTIVES FOR THIS BUDGET

- **Replace chairs and other equipment for Board meetings -**
  $6,000 *Line item 10-11-4140-100*
  After dais completed then it will be done.

- **Continue to set aside funds for Priority Based Budgeting –**
  $15,000 *Line item 10-11-4343-100*
  Not completed.

- **Provide contracted amount – Economic Development Consultant (Walt Elish) and small service related items**
  $25,000 *Line item 10-11-4343-100*
  Walt – in progress - $10,000 at most for year (on track for $8 to $9,000)
  Remaining – not designated.

- **Set aside funds for at least 1 mail survey a year –**
  $2,000 *Line item 10-11-4410-100*
  Not completed – available.

2016 GENERAL FUND – ADMINISTRATION
SUMMARY

FUNCTION

Headed by the Town Administrator, this department fund accounts in the budget the oversight, management, administration, and execution of Board policy, State statutes, and citizen customer service. This department includes the office and responsibilities of the Town Clerk, Human Resources, Risk Management, Finance, Accounting, Utility Billing, Communications, Information Technology, and Project Management.

OBJECTIVES FOR THIS BUDGET

- **Add funding for sonic wall / security function -**
  $4,488 total *Line item 10-15-4120-100 Computer Software*
  Completed

  Replace file server in addition to regular rotation of other hardware
  $9,200 total - *Line item 10-15-4125-100 Computers*
  Purchased / File Server not installed yet

- Continue single audit – higher cost in '16 but less than originally budgeted cost in '15. Not required to do more than single audit; however, it still provides confirmation to public of financial reporting.
  Auditors have completed their onsite review – additional work for GASB 68 regarding police pensions and the fixed asset schedule. Audit report not received yet.

- Continuing IT costs/subscription services are less in '16
  $4,000 less. Line item 10-15-4325-100. Prof Services – Computer/IT.

- **Provide funding for mail in ballot election for Town election in Spring '16 –**
  $6,500 more $13,000 total *Line item 10-31-4335-100 Prof Services – Election*
  Completed. $9,084 total.

- **Contract consultant for additional communications with public and others –**
  ~~$20,000~~ ***$10,000 approved by Board. Line item 10-15-4343-100 Prof Services – Consulting***
  Couple items completed (rack cards inserted in monthly bill twice). Additional updates preparation for Beef n Bean Day and for the fall.

- **Increase amount for legal services – new firm**
  $5,000 more budgeted ***Line item 10-15-4350-100 Prof Services - Legal***
  On target.

2016 GENERAL FUND – POLICE
SUMMARY

FUNCTION

To provide professional and comprehensive law enforcement services for the Town

OBJECTIVES FOR THIS BUDGET

- ***Computers – replacement schedule.***
  $3,135 vs $1,580.
  Line item 10-21-4125-100. Operating Supplies – Computers.
  Purchased and installed.

- ***Increase funding for body cameras.***
  $5,000 vs $2,000.
  Line item 10-21-4210-100. Small Tools/Equipment
  $4,300 approximately for cameras. Cameras purchased and in operation.

- ***Additional support services – Intellichoice (add'l license), A Kid's Place, WC Drug Task Force, Lexipol, Police One.com, LeadsOnLine. LeadsOnLine and PoliceOne Academy are new for '16.***
  $12,000 - was $9,575.
  Line item 10-21-4369-100 – Professional Services – Support.
  Additional services – guard duty in hospital for suspect. Exceeding budget.

- ***Combination of phones – costs reduced $11,700 and $5,000.***
  Line items 10-21-4405-100 and 10-21-4415-100.
  On target to meet reduced budget.

- ***Training to be increased – due to POST requirements.***
  $8,000 – was $4,000. *(spread over 11 officers including CSO).*
  Line item 10-21-4460-100. Training.
  $5,200 approximately so far. Training scheduled throughout year.

- ***Maintenance contracts - Capital Business, FileONQ, WC, Wireless Advanced, Western Fire Extinguisher, Public Engines Inc.***
  $17,604. (a little less than 6,000 more than '15).
  Line item 10-21-4710-100. Maintenance contracts – Equipment.
  $13,000 approximately so far. Contracts renew throughout year/periodically.

- Purchase one new police vehicle and outfit said vehicle. Have 7 vehicles total in police dep't.
  Total amount budgeted is $42,000.
  Line item 10-21-4965-100. Capital Purchases – Vehicles.
  Purchased. Operational after outfitting.

- ***Replace 2 radars***
  $3,000.
  Line item 10-21-4970-100. Capital Purchases – Equipment.
  1 radar purchased with vehicle.

- ***Replace 2 tasers***
  $1,800.
  Line item 10-21-4970-100. Capital Purchases – Equipment.
  Purchased.

- ***Replace 2 radio/pack sets***
  $9,000.
  Line item 10-21-4970-100. Capital Purchases – Equipment.
  Purchased.

- ***Purchase Shield 12 solar speed zone sign***
  $5,000.
  Line item 10-21-4970-100. Capital Purchases – Equipment.
  Purchased and operational.

2016 GENERAL FUND – COMMUNITY DEVELOPMENT
SUMMARY

FUNCTION

Planning, Land Use and Development oversight and administration, Building Permit issuance and administration, Building Code Enforcement, and Economic Development represent the majority of responsibilities and activities in this department.

OBJECTIVES FOR THIS BUDGET

- **ArcGIS and GPS Unit software -**
  $4,000 add'l total *Line item 10-24-4120-100 Computer Software*
  Proposal before end of year. Reviewing vendor's services that works with ESRI. Also includes interactive web services.

- **Add add'l license (Meritage) for bldg. permits – however, total decreases -**
  $7,800 vs $9,500 *Line item 10-24-4325-100 Prof Services IT/Computer*
  Completed.

- **Increase amount for legal (code update) -**
  $15,000 total $5,000 more than '15 *Line item 10-24-4350-100 Prof Services - Legal*
  Within budget.

- **Set aside amount for contractual – GIS assistance**
  $12,500 add'l in 2016 budget *Line item 10-24-4365-100 Prof Services - Planning*
  Part time assistance – looking at contracted out option – see ArcGIS and GPS unit software in note above.

2016 GENERAL FUND – PUBLIC WORKS
SUMMARY

FUNCTION

To service equipment and purchase commodities that serve the city's entire operation instead of one identified purpose.

OBJECTIVES FOR THIS BUDGET

- **Iworq software (or similar) increase in annual license (software) and hardware (tablets for personnel) - $4,181 add'l total *Line items 10-31-4120-100 and 10-31-4125-100 Computer Software and Computers***
  $3,800 add'l – *Line item 10-31-4405-100 Communication – Mobile Phones*
  Communication needs to be upgraded. The old analog cell phone don't work.
  Completed. In use.

- **Replace street signs according to upcoming regulations –**
  $20,000 *Line item 10-31-4132-100 Hardware*
  This can be cut, we have to have all signs up to regulation by end of 2018.
  Purchased. $9,000 approximately. Will be installed by end of August.

- Continue same amount for repairs/maintenance for buildings, equipment, infrastructure and vehicles.

- **Purchase trench box and truck barricade**
  $4,000 *Line item 10-31-4205-100 Small Tools/Equip – Safety*
  We do not have a trench box for when have breaks. When we have to excavate to repair a line we dig at least four ft. and we are required by OSHA, CIRSA to use one and that is on a stable, dry hole.
  Not completed. Still checking alternate sources for lower cost.

- **Continue amount for Capital Purchases - Equipment –**
  $7,500 *Line item 10-31-4970-100*

We need a light station for repairs, it does not need to be new. We are have been using our trucks in the past for lighting. We do not have any monitors for confided space or equipment to enter these areas (vault, manholes).
Not completed. Looking at generator addition. Still checking alternate sources for lower cost.

- **Cap Purch – Equipment**
  $7,500 ***Line item 10-31-4970-100***
  Not Purchased. Looking at additional plow equipment/attachments.

2016 GENERAL FUND – FACILITIES MAINTENANCE
SUMMARY

FUNCTION

Expenses for maintaining Town buildings and facilities (other than Parks) are identified in this department fund.

OBJECTIVES FOR THIS BUDGET

- **Town Hall and/or Meeting House improvements (remodel for office/ video equipment) -**
  $40,000 *Line item 10-51-4155-100*
  Video equipment has been purchased. Final installation once dais is complete.

- **Repair/additions to microphones/sound system at Meeting House –**
  $4,500 *Line item 10-51-4160-100*
  Purchased. Final installation once dais is complete.

- **Repair/movement of gas line at Town Hall –**
  $4,000 *Line item 10-51-4170-100*
  Repaired completed. Movement will cost $1,600 in coordination with undergrounding project.

2016 GENERAL FUND – PARKS
SUMMARY

FUNCTION

To acquire, develop, operate, and maintain our parks and outdoor environment which enriches the quality of life for residents and visitors alike, and preserves it for future generations.

OBJECTIVES FOR THIS BUDGET

- Continuing budgeting same amount for hardware
  $6,000. Line item 10-52-4132-100. Oper Supplies – Hardware.
  On target.

- Continuing budgeting amounts for repairs/maintenance to bldgs., equipment, landscaping, infrastructure and vehicles. Amounts may differ in each category depending on the year – but, total is not exceeded.
  $56,000 total over the 5 categories – covers all parks, open space and row areas.
  Line items 10-52-4155/4160/4165/4170/4185-100. Repair/Maint Supplies.
  Addressing various items – some items identified will be part of parks capital improvements (Lola Park irrigation & concrete, Mountain View pressurizer tank, for example).

- **Add funding to bid out mowing for selected park/open space areas.**
  $53,000 increase *Line item 10-52-4315-100 Maint Contracts - Landscaping*
  Started with selected open space/right of way areas. Added several parks and stayed within budget. Continuing throughout year.

- **Keep amount budgeted for improvements in landscaping. Florence Park beds is one of areas identified in '16.**
  $14,000 *Line item 10-52-4990-100 Improvements – Landscape*
  Not completed.

  PDC donation will be accounted for in the grants fund. $75,000 donation – improvements to FBC park will be completed in the fall.

2016 GENERAL FUND – FESTIVALS
SUMMARY

FUNCTION

Expenses for Beef 'N Bean Day, the Festival of Lights, Halloween, Easter, and the other smaller events held throughout the year are identified and accounted for in this department fund.

OBJECTIVES FOR THIS BUDGET

- Continue providing $5,000 to the MBA/Chamber for management of Beef n Bean Day. Provide $1,500 to MBA for the Festival of Lights.
  $6,500. No changes from prior year. *Line item 10-54-4355-100.*

- **Increase funding by $7,500 for activities/food on Beef n Bean Day.**
  $7,500 increase. *Line item 10-54-4785-810.*

- **Increase funding for National Night Out (2x each year)**
  $600 increase. *Line item 10-54-4785-850.*

Main item still to come (Beef n Bean).

2016 GENERAL FUND – SENIORS
SUMMARY

FUNCTION

Expenses for the money transferred to the TRPR district for the operations of the senior program at Town Hall are included here.

OBJECTIVES FOR THIS BUDGET

- Provide the amount for transfer according to the agreement with TRPR $34,000. No changes from prior year. *Line item 10-53-4355-100.*
  No changes/ On target.

2016 GENERAL FUND – TRPR
SUMMARY

FUNCTION

Expenses for transfers and/or utility bills to TRPR management of previously Town facilities are identified and accounted for in this department fund.

OBJECTIVES FOR THIS BUDGET

- Continue providing water/sewer to pool facility
  $2,500 and $350 per year. No changes from prior year. *Line items 10-55-4665/4675-100.*

- **Identify payment to TRPR for Milliken Activities Complex construction.**
  $200,000. *Line item 10-55-4970-100.*
  Just completed.

2016 WATER ENTERPRISE FUND
SUMMARY

FUNCTION

Provide clean, safe drinking water for the use and benefit of the citizens of Milliken and maintain sufficient flow and availability of water for fire protection

OBJECTIVES FOR THIS BUDGET

- Improve the reliability and maintain the capacity of the transmission and distribution system
- Work with the fire department on a continuing program of flushing fire hydrants and exercising valves as part of system maintenance
- Continue to develop a program to limit and account for water loss
- **Continue to replace filters (3 types of filters in R.O. plant – may depend on whether R.O. is operational and for what use) $16,000 annually.** ***Line item 60-32-4103-450. Operating Supplies – Chem/Filters.***
  Not applicable. ***Pilot cost will be separate.***

- **Purchase additional monitoring probes for flumes. At least 2 sets needed and a 3rd possible (if one of the current sets needs replacement mid season). $10,000 additional budgeted - $15,700 total.** ***Line item 60-32-4132-450. Operating Supplies – Hardware.***
  1 set purchased in '15. Remainder will be purchased before end of year.

- **Budgeting $40,000 for the raw water vessel filter rebuild – again depends on R.O. operations. $40,000.**
  Line item 60-32-4170-450. Repair/Maint Supplies – Infrastructure.
  Not applicable until R.O. decision.

- **Purchasing additional confined space equipment. $3,000 total.** ***Line item 60-32-4205-450. Small Tools/Equip – Safety.***
  Not entirely completed. Manufacturers contacted and will be completed shortly.

- **Increased costs for engineering / R.O. plant / research on various long term water supply solutions (and shorter term as well) Increased versus previous years – however, less than in 2015 because of the immediate response to the NOV situation. $100,000.** ***Line item 60-32-4340-450. Prof Serv – Engineering.***
  $153,000 approximately through end of June. Remainder of Compliance Order of Consent situation, R.O. plant proposal, etc.

- **Look at water rates annually – significant increases are required due to rate increases by providers – 50% total over the last 2 years from the City of Greeley and almost 100% from Central Weld. See expense that has jumped by about $500,000. Line item 60-32-4925-450.** ***Water Treatment Fees.***
  And Revenue Line item 60-04-3450-000. Customer Revenue.
  Revenue
  Customer revenue is $631,000 approximately in '16 vs. $524,000 in '15.
  Raw water (cash in lieu) is $118,000 approximately. Not seen in previous year.

  Expenditures
  Water treatment fees - $238,000 approximately in '16 vs. $151,000 in '15.

- **Large public projects will be concluded in 2016. $3,510,000.** ***Line item 60-32-4975.450. Cap Purchases - Infrastructure.***
  $329,000 approximately so far. $2.7M budgeted for water loop. Construction $2.2M.
  Bypass Line completed. (Budgeted $450K, Construction $200K)
  Non pot additions not completed. (Budgeted $300K) Water court, etc. filed before end of year. RFP by end of year.
  Additions to storage tank – Pump, chlorine and SCADA - $60K budgeted. Project started – will be complete before end of year.

- **Maximum cost of CDPHE penalty (may be reduced). $212,216.** ***Line item 60-70-6090-000. CDPHE Penalty.***
  Compliance Order of Consent agreed upon. $158,000 approximately in water fund.

May have possible PRV addition before end of '16 or in '17 budget.
Chlorine residual corrections.

2016 SEWER ENTERPRISE FUND
SUMMARY

FUNCTION

Provide sanitary sewer services for the health and safety of the Town of Milliken and its citizens

OBJECTIVES FOR THIS BUDGET

- ***Continue to*** ensure funds from rate structure are adequate to pay for operations, capital improvements and the debt payments on the wastewater treatment plant. Loan is through 2024.
  Loan payment completed.

- **Purchase polymer for the wastewater plant. Polymer is used at the centrifuge at the solids building (far north building at the wastewater treatment plant). Portion of $10,000. *Line item 61-32-4103-550. Operating Sup – Chem/Filters.***
  Polymer purchased / Continuing through end of year.

- Continue replacing and repairing equipment as necessary. $60,000. Line item 61-32-4160-550. Repair/Maint Supplies – Equipment.
  $26,000 approximately so far. Blower replaced. Head work pumps in process. Immediate repairs completed. More significant repair of valves at head works still coming.

- **Using contractors to videotape/camera certain sections to identify problem areas for repair and/or replacement. Approximately $20,000. *Line item 61-32-4170-550. Repair/Maintenance Supplies – Infrastructure.***
  Mostly completed. 1 more section to be videotaped before end of year.

- **Purchasing additional confined space equipment – shared with water department. $1,000 out of $2,200 total. *Line item 61-32-4205-550. Small Tools/Equip – Safety.***
  Not entirely completed. Manufacturers contacted and will be completed shortly.

- **Project manager – question.** ***Line item 61-32-4343-550. Prof Serv – Consulting.***
  Not done.

- **Biosolid removal. Costs to send solids to landfill were previously about $15 to $16,000 per year. Sending waste for biosolid operator costs $22 to $27,000 per year.** ***Line item 61-32-4343-550. Prof Serv – Management.***
  Completed as needed throughout year.

- Keep increased training amount – sending 2 operators to week long class in Boulder for certifcations (next levels). $3,000. Line item 61-32-4460-550.
  Completed.

- Operating wastewater plant, 4 cells in operation which moderates electrical cost. Operations to stabilize ponds within aeromod system require less usage of oxygen supplement, etc. because of 4 cells versus 3 cells. $73,000 budgeted. Line item 61-32-4655-550.
  $33,000 approximately through 1st half of year.

- ***Revisions of capital project to replace Cherry Street sewer main and clay pipe replacement has resulted in project that will be less than originally budgeted. RFP will be completed before end of 2015; however, budgeted amount remains at $700,000 (although it may end up lower). Line item 61-32-4975-100. Capital Purchase – Infrastructure.***
  $288,000 approximately. Completed except warranty work for the alley between 100 block of Dorothy/Ethel.

2016 TRASH FUND
SUMMARY

FUNCTION

Provide trash and recycle services through a franchise agreement for the Town of Milliken and its citizens

OBJECTIVES FOR THIS BUDGET

- ***Continue to*** ensure funds from rate structure are adequate to pay for trash and recycle operations according to the franchise agreement. Current franchise agreement is with Waste Management. Include amount that covers the graduated increase year by year within the franchise agreement.

Rate increased to match Waste Management's annual increase.

2016 SPECIAL REVENUE - GRANTS FUND
SUMMARY

FUNCTION

This fund is set aside to account for the receipt and expenditure of grant funds for specific projects

OBJECTIVES FOR THIS BUDGET

- Follow through on previous grants awarded and ensure project completion. These include:

Milliken-Johnstown Trail revenues
Reimbursement application in progress.
Milliken-Johnstown Trail expenditures
Completed. Final items being addressed.

Milliken Comp. Plan Grant (CDBG-DR) revenues
Milliken Comp. Plan Grant (CDBG-DR) expenditures
Completed. Reimbursement complete.

Sanitary Sewer Encasement Reimburse revenues
Sanitary Sewer Encasement expenditure
Construction contract awarded. Construction this fall.

- Projects scheduled in 2016 include:

HMGP - Josephine Storm sewer Engineering Revenues
HMGP - Josephine Storm sewer Engineering Expenditures
30% design completed. Moving towards full approval of design and construction in the fall. Possibly end of year or later.

HMGP - Acquisition Grant Revenues
HMGP - Acquisition Grant Expenditure
No movement

- By end of 2016, may have notice of award on Josephine Storm Sewer construction project funds. Will revise budget when engineering estimates are more refined (and/or bid is received).
- If any new projects are funded, budget amendment resolution will be drafted.

Will need to add PDC contribution for FBC park improvements.
TAP application – if successful.
Emergency sirens – if successful.

2016 STREET FUND
SUMMARY

FUNCTION

This fund is dedicated to revenues received specifically for street maintenance and improvements. Highway Users Trust Fund revenues and Weld County Road and Bridge Tax revenues (the portion that is shared with municipalities and specifically Milliken) are accounted for in this fund. The expenditures are dedicated to the ongoing repair and maintenance of the streets within Milliken town limits, including snow plowing and removal. Included within these activites are major maintenance and repair items, such as crack sealing, chip and slurry sealing, milling and filling, and other items related to our long-term street maintenance plan.

OBJECTIVES FOR THIS BUDGET

For 2016, because of the minimal amount of funds unless the sales tax increase passes,

- **Stabilize Soil/Road Base Project.** Will be analyzing possible project to address gravel roads that are Milliken's responsibility – ash/concrete mix that would significantly enhance road base. *Line item 25-90-4170-100. Repair/Maintenance Supplies – Infrastructure.*
- **Other Street Project.** Remaining funds would be used for annual street project. In addition, if sales tax passes a portion of the additional sales tax revenues would be used for this annual project. *Line item 25-90-4170-100. Repair/Maintenance Supplies – Infrastructure.*
- **Crack Sealing.** We will allocate a certain portion for crack sealing with an emphasis on the Mad Russian and Colony Point subdivisions. *Line item 25-90-4180-100. Repair/Maintenance Supplies – Street Materials.*
- **Infrared Patching.** We have budgeted $16,500 for another 200 of these effective patches for 2016 on an as-needed basis when we review our specific needs in the spring and summer. *Line item 25-90-4180-100. Repair/Maintenance Supplies – Street Materials.*
- **Bridge Deck – WCR 25.** When this bridge was assessed after the flood of 2013, it was noted that the deck of this bridge needs to be re-surfaced, and $25,000 was budgeted in 2015. After inspection by additional entities, there is reconsideration due to significantly increased cost. This will be a major project (at some point).

Sales tax did not pass.

Minor improvements/repairs have occurred. Latest is mudjacking contractor for storm water boxes and valley gutters in a couple key locations.

Will have RFP for fall for asphalt / street repairs and other items.

2016 CAPITAL IMPROVEMENT FUND
SUMMARY

FUNCTION

This fund captures the expenditures for large capital improvement projects that are not utility related. Previous minor grants and transfers account for the revenues that offset these expenditures.

OBJECTIVES FOR THIS BUDGET

- **Continue with projects to address sidewalk and/or trail gaps according to the Gap Analysis report received in 2015. Initial project will focus on Union Pacific railroad crossing on Alice Avenue. Grant application is in the submission process for additional funding – Safe Routes to School. Project will address connection from schools to new TRPR facility/Boys & Girls Club facility.** *Line item 30-90-4970-232.* Construction Expense - Sidewalk Gaps. $100,000.
  TAP application submitted. Preliminary engineering for application set. If response not received in '16, will set aside for Town's share if awarded grant. Also working through Union Pacific RR approval process to get permission whether or not grant is received.

- **Construction of Town Hall Parking Lot. Project is carry over from 2015. Addition of Impact Fees for Public Facilities will enhance project funding and may assist downtown improvements to be completed once parking lot is done in early 2016.** *Line item 30-90-4970-245.* Construction Exp. - Town Hall Parking $200,000.
  Underground project – Xcel has scheduled within next two months.
  Fence project along north boundary will be completed shortly.
  Additional underground drainage and utilities (coordination with Xcel project).
  Once these items are done, revised project for Board's direction.

- **After Town Hall parking lot construction, address downtown design, sidewalks, etc. according to portions of Downtown Design plans.** *Line item 30-90-4970-235.* Construction Expense – Downtown Streetscape. $99,450.
  Not completed. (At budget – seen in coordination with parking lot project).

- **Continue improvements according to the Parks Capital Improvement Plan. In 2016, Centennial Park and Fireman's Park (related to Downtown Design plan) will be the priority.** *Line item 30-90-4970-252.* Construction Expense - Parks. $290,000
  Centennial Park equipment and facilities purchased/ordered. Installation in fall.
  Will have contract for concrete/lighting, irrigation repairs/improvements and other amenities in Centennial Park in the fall. Trail lighting was donated. Electrical and installation remains to be done.
  Fireman's Park – related to storm water plans for Josephine. Not completed.

- Continue carrying forward the funds that were laid aside for Construction Expense - Downtown Enhancement Fund Match. *Line item* 30-90-4970-236.
  No applicants - although conversations/requests initiated. May still have follow through regarding 1009 Broad.

2016 IMPACT FEES FUND
SUMMARY

FUNCTION

The Town assesses Impact Fees on new development and construction within the Town to help fund the cost of providing the services and infrastructure affected by the new development. This fund accounts for the collections of these fees and then the transfers that provide a portion of capital improvement or maintenance projects that correlate directly with the purpose of each fee.

OBJECTIVES FOR THIS BUDGET

- Collect impact fees that are assessed for:

Park Development	Drainage
Trails and Open Space	Police Infrastructure
Public Facilities Infrastructure	Administration Infrastructure
Streets	Centennial Farms Irrigation

- **In 2016, $25,000 will be transferred to the Grant Fund to pay for the engineering of the Josephine (or HMGP) storm water project.** *Line item 41-08-3830-015.* Transfer out – Grants Fund.
- **In 2016, $90,000 will be transferred to the Street Fund.** *Line item 41-08-3830-025.* Transfer out – Streets Fund.
- **In 2016, $48,000 will be transferred from Park Impact Fees and $28,000 of Open space and Trails Impact fees to the Capital Improvement Fund for Park Capital Projects and a portion of the Gap Analysis Projects identified.** *Line item 41-08-3830-030.* Transfer out – Capital Projects Fund.
- Additional funds remain available to appropriate for projects yet to be identified and prioritized by the Board.

Almost reached what was budgeted number of new residence permits by end of June. Budget was 80 permits – at end of June was 78.

2016 DEBT SERVICE FUND
SUMMARY

FUNCTION

These funds are restricted for debt service payments. A ½ penny sales tax is dedicated to the Hwy 60 & 257 traffic light bond and a certain number of mills in property tax revenue is dedicated to the police building bonds.

OBJECTIVES FOR THIS BUDGET

- **Leave at last year's rate (property tax) or adjust rate to reflect valuation.** ***2.413 or 2.631 mills.***
  Line items 70-01-3111-540.
- Make debt payments according to the debt schedule. *Line items 70-70-5010-000 & 540, 70-70-5050-000 & 540.*

Rate left at 2.631 mills.
Debt payments occurring per schedule.