



AGENDA
CITY OF GLENWOOD SPRINGS
REGULAR CITY COUNCIL MEETING
MAY 4, 2023
101 W. 8TH STREET
6:15 p.m.

The agenda is subject to *change, including the addition of items 24 hours in advance or the deletion of items at any time.*

The order and times of agenda items listed are approximate and intended as a guideline for the City Council.

ATTENTION: To ensure your written comments are included in the City Council packet, public comments must be received by 4 p.m. on the day before City Council meetings. Comments may be submitted to ryan.muse@cogs.us.

Written comments may be submitted after this deadline and will be shared via email to City Council but are not guaranteed to make it into the meeting packet. Submit comments at any time directly to City Council via email at citycouncil@cogs.us.

WORK SESSION

- 4:00 1. Council Policies
- 5:00 2. Tree Policy

ZOOM INSTRUCTIONS

You are invited to a Zoom webinar.

When: May 4, 2023 06:00 PM Mountain Time (US and Canada) Topic: 2023/5/4 Regular City Council Meeting

Please click the link below to join the webinar: <https://us02web.zoom.us/j/85324548308?pwd=YXFRL3Nxb0lySW9ZeU9qOFRJdzRjZz09>

Passcode: 336531 Or One tap mobile: +17193594580,,85324548308# US +13462487799,,85324548308# US (Houston)

Or Telephone: Dial(for higher quality, dial a number based on your current location): +1 719 359 4580 US +1 346 248 7799 US (Houston)

+1 669 444 9171 US +1 669 900 6833 US (San Jose) +1 253 205 0468 US +1 253 215 8782 US (Tacoma) +1 305 224 1968 US

+1 309 205 3325 US +1 312 626 6799 US (Chicago) +1 360 209 5623 US +1 386 347 5053 US +1 507 473 4847 US

+1 564 217 2000 US +1 646 931 3860 US +1 689 278 1000 US +1 929 205 6099 US (New York) +1 301 715 8592 US (Washington DC)

Webinar ID: 853 2454 8308 International numbers available: <https://us02web.zoom.us/j/85324548308?pwd=YXFRL3Nxb0lySW9ZeU9qOFRJdzRjZz09>

REGULAR SESSION

- 3. Roll Call
- 4. Agenda Changes & Conflicts
- 5. Council Announcements
- 6. Mayoral Announcements of Boards and Commission Appointments Discussion and/or Action
- 7. Citizens Appearing Before Council (for items not on the Agenda-comments limited to 3 minutes)
- 8. Consent Agenda Discussion and/or Action
 - A. Council Minutes for April 6, 2023
 - B. Council Minutes for April 20, 2023
 - C. Special Council Meeting Minutes for April 24, 2023
 - D. Award Request for Proposal 2023-02P Emergency Operations and Traffic Emergency Management Plan
 - E. Award for Request for Qualification 2023-23Q 19 Single Phase Transformers
 - F. Award Request for Qualification 2023-22Q Three Phase Transformers
 - G. Consideration of Ordinance 2023-06, Series of 2023; An Ordinance of the City of Glenwood Springs initiated by Citizen Petition pursuant to Glenwood Springs Municipal Charter Article V to amend Glenwood Springs Municipal Code Sections 050.080.080 and 050.090.090 expanding retail

and medical marijuana sales hours from 7:00 p.m. to 10:00 p.m. on second reading.

- | | |
|--|--------------|
| 9. Introduction to New Police Dog | Presentation |
| 10. Proclamation: National Police Week | Presentation |
| 11. Proclamation: Ehlers-Danlo Syndrome and Hypermobility Spectrum Disorders Awareness Month | Presentation |

ACTIONS AND/OR PRESENTATIONS

- | | |
|--|--------------------------|
| 12. 27th Street Underpass Construction | Discussion and/or Action |
| 13. Ordinance 2023-02 Budget Amendment #1 (ONE READING) | Discussion and/or Action |
| 14. Ordinance 2023-08; Creation of 2C Housing Commission | Discussion and/or Action |
| 15. Work Session Times | Discussion and/or Action |
| 16. Council Comments | |
| 17. Report from City Administration | |
| A. City Manager | |
| B. City Attorney | |
| C. Correspondence Incoming/Outgoing | |
| 18. Adjournment | |



City Council
STAFF REPORT
City of Glenwood Springs
May 4, 2023

Agenda Item: Council Minutes for April 6, 2023

Action Requested: City Council Minutes for April 6, 2023

Department: City Clerk

Presented By:

Strategic Goals: Provide Efficient and Responsive City Government

Background Info:

Issues:

Fiscal Impact:

Legal Review:

Staff Recommendation:



MINUTES
CITY OF GLENWOOD SPRINGS
REGULAR CITY COUNCIL MEETING
APRIL 6, 2023
6:15 PM

Note: Official meeting minutes are located on the City website via YouTube video at the following link: <https://www.youtube.com/user/GlenwoodSprings1885/videos>. The times in agenda items indicate approximately where the item can be found on the YouTube video timeline.

REGULAR SESSION

Item 1. :20 Roll Call

Present: Mayor Godes, Mayor Pro-Tem Willman, Councilor Hershey, Councilor Kaup, Councilor Dehm, Councilor Stepp, and Councilor Wussow. Also present were; Beverli Marshall, City Manager; Ryan Muse, City Clerk; Steve Boyd, Chief Operating Officer; Yvette Gustad, Finance Director; Hannah Klausman, Director of Economic and Community Development; Karl Hanlon, City Attorney; and Joseph Deras, Chief of Police.

Item 2. :21 Agenda changes and conflicts

None.

Item 3. :21 Council Announcements

None.

Item 4. :21 Citizens Appearing Before Council (for items not on the agenda-comments limited to 3 minutes)

Citizen comments were made.

Comments were made by Mayor Pro-Tem Willman.

Item 5. :27 Consent Agenda

:27 Mayor Pro-Tem Willman moved, seconded by Councilor Dehm, to approve the Consent Agenda.

Motion passed unanimously.

Item 6. :27 Proclamation for Parkinsons Awareness Month

Mayor Godes presented the proclamation.

Comments were made by citizen Suzanne Stewart.

Item 7. :32 Consideration of Ordinance 2023-06, Series of 2023; An Ordinance of the City of Glenwood Springs initiated by Citizen Petition pursuant to Glenwood Springs Municipal Charter Article V to amend Glenwood Springs Municipal Code Sections 050.080.080 and 050.090.090 expanding retail and medical marijuana sales hours from 7:00 p.m. to 10:00 p.m. on first reading.

Karl Hanlon, City Attorney presented.

Comments were made by Mayor Pro-Tem Willman, City Attorney Karl Hanlon, Councilor Kaup, City Clerk Ryan Muse, Councilor Hershey, Councilor Wussow, and Mayor Godes.

:42 Councilor Wussow moved, seconded by Councilor Hershey, to put Consideration of Ordinance 2023-06, Series of 2023; An Ordinance of the City of Glenwood Springs initiated by Citizen Petition pursuant to Glenwood Springs Municipal Charter Article V to amend Glenwood Springs Municipal Code Sections 050.080.080 and 050.090.090 expanding retail and medical marijuana sales hours from 7:00 p.m. to 10:00 p.m. on a ballot.

Comments were made by Councilor Kaup, City Attorney Hanlon, City Clerk Muse, and Mayor Godes.

Ayes: Willman, Wussow, Stepp, Hershey, Kaup

Nays: Godes, Dehm

Motion Passes 5-2

Item 8. :46 Legislative Support

Karl Hanlon, City Attorney presented.

Comments were made by Mayor Pro-Tem Willman.

Item 9. :47 Senate Bill 23-213 on Housing Needs Planning

Charlie Willman, Mayor Pro-Tem presented.

Comments were made by City Attorney Karl Hanlon, Land Use Planner Nathan Lindquist, Mayor Pro-Tem Willman, Councilor Stepp, Councilor Wussow, Councilor Kaup, Councilor Hershey, Mayor Godes, Director of Economic and Community Development Hannah Klausman, Councilor Dehm, and City Manager Beverli Marshall.

1:40 Councilor Wussow moved, seconded by Councilor Dehm, to oppose and amend Senate Bill 23-213 on Housing Needs Planning as it currently stands.

Motion passed unanimously.

Item 10. 1:53 Council Comments

Comments were made by Councilor Stepp.

Comments were made by Councilor Kaup.

Comments were made by Mayor Pro-Tem Willman.

Comments were made by Councilor Wussow.

Comments were made by Mayor Godes and Councilor Stepp.

Item 11. 2:00 Report from City Administration

Comments were made by City Manager Beverli Marshall.

Comments were made by City Attorney Karl Hanlon.

Item 12. 2:02 Adjournment

2:02 Councilor Hershey moved, seconded by Councilor Dehm, to adjourn.

Motion passed unanimously.



City Council
STAFF REPORT
City of Glenwood Springs
May 4, 2023

Agenda Item: Council Minutes for April 20, 2023

Action Requested: April 20, 2023 City Council Minutes

Department: City Clerk

Presented By:

Strategic Goals: Provide Efficient and Responsive City Government

Background Info:

Issues:

Fiscal Impact:

Legal Review:

Staff Recommendation:



MINUTES
CITY OF GLENWOOD SPRINGS
REGULAR CITY COUNCIL MEETING

APRIL 20, 2023

6:15 PM

Note: Official meeting minutes are located on the City website via YouTube video at the following link: <https://www.youtube.com/user/GlenwoodSprings1885/videos>. The times in agenda items indicate approximately where the item can be found on the YouTube video timeline.

REGULAR SESSION

Item 4. :17 Roll Call

Present: Mayor Godes, Mayor Pro-Tem Willman, Councilor Hershey, Councilor Kaup, Councilor Dehm, Councilor Stepp, and Councilor Wussow. Also present were; Beverli Marshall, City Manager; Steve Boyd, COO; Yvette Gustad, Finance Director; Matt Langhorst, Director of Public Works; Ryan Muse, City Clerk; Karl Hanlon, City Attorney; and Joseph Deras, Chief of Police.

Item 5. :17 Agenda Changes and Conflicts

Councilor Kaup asked to move Item F. River Commission Appointment to after actions and presentations and before item 14. Recommendation from Glenwood Community Housing Coalition and Housing Commission regarding creation of a Workforce Housing Fund Advisory Board.

Item 6. :18 Council Announcements

Comments were made by Councilor Kaup.

Comments were made by Councilor Stepp.

Comments were made by Mayor Godes.

Item 7. :19 Citizens Appearing Before Council (for items not on the agenda-comments limited to 3 minutes)

None.

Item 8. :19 Consent Agenda

:19 Councilor Kaup moved, seconded by Councilor Wussow, to approve the Consent Agenda, with the exception of item F. River Commission Appointment.

Motion passed unanimously.

Item 9. :20 Proclamation for Wildfire Preparedness Month

Mayor Godes presented the proclamation.

Comments were made by Fire Chief Gary Tillotson.

Item 10. :22 Outgoing Council

Mayor Godes presented.

Comments were made by Mayor Pro-Tem Willman, Mayor Godes, and Councilor Wussow.

Comments were made by Councilor Stepp, Councilor Dehm, Councilor Kaup, Mayor Pro-Tem Willman, Mayor Godes, Councilor Wussow, and Councilor Dehm.

Comments were made by Mayor Godes.

:36 Council was called into recess.

Item 11. :51 Swearing in of New Council

Mayor Godes swears in Councilor Dehm as City Council representative for Ward 1.

Mayor Godes swears in Sumner Schachter as City Council representative for Ward 3.

Mayor Godes swears in Mitchell Weimer as City Council representative for Ward 4.

Mayor Godes swears in Erin Zalinski as City Council representative for At Large.

:58 Mayor Godes resigned as Mayor.

Item 12. 1:01 Election of Mayor and Mayor Pro-Tem

1:01 Councilor Dehm moved, seconded by Mayor Godes, to elect Councilor Wussow as Mayor of The City of Glenwood Springs.

Motion passed unanimously.

Comments were made by Mayor Wussow.

1:05 Councilor Kaup moved, seconded by Councilor Weimer, to elect Councilor Dehm as Mayor Pro-Tem for The City of Glenwood Springs.

Motion passed unanimously.

Item 13. 1:06 Proclamation for Arbor Day 2023

Mayor Wussow presented the proclamation.

Comments were made by Rodney Tarullo Parks and Recreation Director.

Item 14. 1:09 Recommendation from Glenwood Community Housing Coalition and Housing Commission regarding creation of a Workforce Housing Fund Advisory Board.

Watkins Fulk-Gray, Senior Planner presented.

Comments were made by Councilor Kaup, City Attorney Karl Hanlon, Senior Planner Watkins Fulk-Gray, Councilor Godes, Councilor Schachter, Mayor Pro-Tem Dehm, and City Manager Beverli Marshall.

1:20 Councilor Godes moved, seconded by Mayor Pro-Tem Dehm, to accept the staff and committee's recommendation for adopting the recommendations from the Housing Commission in the Glenwood's Community Housing Coalition.

Comments were made by Councilor Kaup, City Attorney Karl Hanlon, Councilor Godes, Councilor Weimer, Mayor Wussow, Housing Coalition Member Ellen Dole.

Motion passed unanimously.

Consent Agenda: Item F. 1:26 River Commission Appointment

1:26 Councilor Kaup moved, seconded by Councilor Zalinski, to appoint Paula Stepp to the River Commission.

Item 15. 1:26 Update on Glenwood Meadows Traffic Study

Jessica Bowser, Assistant City Engineer presented.

Comments were made by Councilor Kaup and Assistant City Engineer Jessica Bowser.

Item 16. 1:31 Resolution 2023-12; Setting the June 13, 2023, Special Election

Comments were made by Councilor Godes.

1:32 Councilor Godes moved, seconded by Mayor Pro-Tem Dehm, to accept Resolution 2023-06; to amend the Glenwood Springs Municipal Charter Code 050-080-080 and 050-090-090 expanding retail medical marijuana sales from 7:00PM to 10:00PM, and hold a special meeting on or before Tuesday April 25, 2023, including a request that the second meeting in August have an agenda item in order to consider whether this be put on the regular November election ballot.

Comments were made by Councilor Schachter, City Attorney Karl Hanlon, Councilor Godes, Councilor Kaup, and Mayor Wussow.

Ayes: Zalinski, Godes, Dehm, Weimer, Schachter

Nays: Wussow, Kaup

Motion Passes 5-2

Comments were made by City Attorney Karl Hanlon, Mayor Wussow, Councilor Godes, and City Clerk Ryan Muse.

Item 17. 1:45 Council Comments

Comments were made by Councilor Kaup, City Attorney Karl Hanlon, and Mayor Wussow.

1:47 Councilor Kaup moved, seconded by Mayor Pro-Tem Dehm, direct staff and the Planning and Zoning Commission to come up with some more specific recommendations to work towards our strategic housing needs and codify them.

Comments were made by Director of Economic and Community Development Hannah Klausman, Councilor Kaup, Councilor Schachter, City Manager Beverli Marshall, Councilor Godes, and Mayor Pro-Tem Dehm.

Motion passed unanimously.

Comments were made by Mayor Pro-Tem Dehm and City Attorney Karl Hanlon.

Comments were made by Councilor Godes.

Comments were made by Mayor Wussow.

Item 18. 2:01 Report from City Administration

Comments were made by City Manager Beverli Marshall, Public Works Director Matthew Langhorst, and Councilor Kaup.

Comments were made by City Attorney Karl Hanlon, Councilor Godes, and Mayor Wussow.

Item 19. 2:10 Adjournment

2:10 Councilor Godes moved, seconded by Mayor Pro-Tem Dehm, to adjourn.

Motion passed unanimously.



City Council
STAFF REPORT
City of Glenwood Springs
May 4, 2023

Agenda Item: Special Council Meeting Minutes for April 24, 2023

Action Requested: April 24, 2023 Special City Council Meeting Minutes

Department: City Clerk

Presented By:

Strategic Goals: Provide Efficient and Responsive City Government

Background Info:

Issues:

Fiscal Impact:

Legal Review:

Staff Recommendation:



MINUTES
CITY OF GLENWOOD SPRINGS
SPECIAL CITY COUNCIL MEETING

APRIL 24, 2023

ZOOM

4:00 PM

Note: Official meeting minutes are located on the City website via YouTube video at the following link: <https://www.youtube.com/user/GlenwoodSprings1885/videos>. The times in agenda items indicate approximately where the item can be found on the YouTube video timeline.

SPECIAL CITY COUNCIL MEETING

Item 1. :05 Roll Call

Present: Mayor Wussow, Mayor Pro-Tem Dehm, Councilor Godes, Councilor Schachter, Councilor Zalinski, and Councilor Weimer. Also present were; Beverli Marshall, City Manager; Karl Hanlon, City Attorney; and Ryan Muse, City Clerk.

Item 2. :06 Consideration of Ordinance 2023-06, Series of 2023; An Ordinance of the City of Glenwood Springs initiated by Citizen Petition pursuant to Glenwood Springs Municipal Charter Article V to amend Glenwood Springs Municipal Code Sections 050.080.080 and 050.090.090 expanding retail and medical marijuana sales hours from 7:00 p.m. to 10:00 p.m. on first reading.

Karl Hanlon, City Attorney presented.

Comments were made by Councilor Godes, City Attorney Karl Hanlon, Councilor Schachter, and Councilor Zalinski.

:11 Mayor Wussow opened the item for public comment.

No public comment was made.

:11 Mayor Wussow closed the item for public comment.

Comments were made by Councilor Schachter, Councilor Godes, Mayor Wussow, and City Attorney Karl Hanlon.

:15 Councilor Godes moved, seconded by Mayor Pro-Tem Dehm, to accept Ordinance 2023-06, Series of 2023, extending retail and medical marijuana sales hours from 7:00PM to 10:00PM as presented by the petitioner.

Ayes: Dehm, Godes, Schachter, Weimer, Zalinski

Nays: Wussow

Motion Passes 5-1

Comments were made by City Attorney Karl Hanlon, Mayor Wussow, and Councilor Godes.

:17 Councilor Godes moved, seconded by Mayor Pro-Tem Dehm, to put Ordinance 2023-06, Series of 2023 on the agenda for the second meeting in August to find out the data and consider how it has worked for 5 months.

Motion passed unanimously.

Comments were made by Councilor Schachter.

Item 3. :19 Adjournment

:19 Mayor Pro-Tem Dehm moved, seconded by Councilor Schachter, to adjourn.

Motion passed unanimously.



City Council
STAFF REPORT
City of Glenwood Springs
May 4, 2023

Agenda Item:	Award Request for Proposal 2023-02P Emergency Operations and Traffic Emergency Management Plan
Action Requested:	Award of RFP 2023-02P
Department:	City Administration
Presented By:	Beverli Marshall
Strategic Goals:	Ensure Public Safety
Background Info:	Request for Proposal 2023-02P was issued on January 9th and closed on March 15th. We received three responses ranging in price from \$60,000 to \$107,000. The selection committee had representatives from Public Works, Engineering, Administration and Public Safety. The group unanimously selected EST, Inc. in the amount of \$88,225 based on their experience, personnel and anticipated timeline which has the project concluding late in 2023.
Issues:	None at this time.
Fiscal Impact:	This project is not currently in the 2023 budget and \$88,225 will be included in the second quarter's amendment in the non-departmental section of the General Fund.
Legal Review:	Legal drafted the professional services agreement.
Staff Recommendation:	Staff supports the award of RFP 2023-02 to EST, Inc.

City of Glenwood Springs Colorado

Glenwood Springs Emergency Operations/
Traffic Emergency Management Plan
RFP 2023-02P

March 15, 2023



Letter of Transmittal

March 15, 2023

City of Glenwood Springs
101 West 8th Street
Glenwood Spring, CO 81601
Attn: Ryan Muse

Re: Request for Proposal 2023-02P – City of Glenwood Springs Emergency Operations / Traffic Emergency Management Plan

Dear Mr. Muse,

EST understands the City of Glenwood Springs (COGS) would like assistance to develop a Traffic Emergency Management Plan for a wildland fire event and other public safety and public works emergencies. This plan will encompass the jurisdiction of the Glenwood Springs Rural Fire Protection District which serves a seventy-two (72) square mile response area and a fluctuating day/night and seasonal population. Over the past several years, Glenwood Springs has had several challenges as it relates to traffic management due to motor vehicle crashes and natural hazards, i.e., wildland fire, rock and landslides. These threats to public safety often result in road closures, pre-evacuation notices, community evacuations, and vehicular traffic immobility for the City of Glenwood Springs and the surrounding communities. Certain events may require evacuation. The inability to navigate the roads and streets in and around Glenwood Springs creates a significant safety concern to the community and are drastically intensified depending on the day of week and the time of day. Traffic gridlock and pinch points can drastically extend emergency vehicle response times to area emergencies and calls for service. This also leads to frustration and aggravation for all roadway users and for the residence of Glenwood Springs and surrounding communities.

EST is aware of the unique challenges the City of Glenwood Springs faces with only three entry/exits points for the city via Interstate 70 (I-70) and State Highway 82 (SH 82). To heighten this problem, I-70 has no parallel alternate route and SH 82 is similar due to the surrounding canyon terrain. EST is aware of the I-70 access line breaks between the Glenwood Springs and West Glenwood Springs exits as well as the South Bridge Project. The access line breaks will act as controlled exit points to allow quicker access to I-70 for all vehicular traffic from the North and West Glenwood Springs area. The South Canyon Bridge will provide an needed emergency evacuation route to SH 82 for those residence along Midland Avenue, Three Mile, Four Mile, and the Cardiff area. We also recognize Traffic Demand Management through the City of Glenwood Springs is challenging. From experience as an emergency responder and reviewing the most recent Transportation Study Update to City Council (Feb. 2, 2023), we understand the travel patterns and volumes through the city, the origin and destination for roadway users and times of day and days of week of high traffic volume traveling to or through the city. For example, if westbound I-70 is closed through South Canyon due to a wildland fire, motor vehicle fire, crash, etc., on a weekday afternoon between 4:00pm – 6:00pm, this will be extremely problematic for the Glenwood Springs community as well as evening rush hour traffic. That is just one scenario of many due to the complexities surrounding traffic management in and around the City of Glenwood Springs.



Saeed Sobhi, PE
Project Manager



Paul Jesaitis, PE
Colorado Regional
Director



Richard Duran
TMP Project Manager



Bill Kascek
ITS



Hamideh Etemadnia, Ph.D., PE
Traffic Analysis &
Modeling



EST recently assisted in the development of the Garfield County Traffic Incident Management Plan (TIMP) which is a great starting point for the Glenwood Springs Traffic Emergency Plan. EST is very familiar with the Garfield County Stakeholders and the traffic planning process. During the development of the Garfield TIMP, EST collaborated with all stakeholders to document and coordinate a closure plan for I-70 and SH 82 in the event the City of Glenwood Springs needs to be evacuated with established closure points. EST worked with all stakeholders during the development of the Garfield County TIMP, and we were able to complete that project within five months. Because of EST's well-rounded understanding of that particular plan and our key staff, Richard Duran's 28 years of operational experience in the Glenwood Springs area, we are perfectly positioned to complete this plan for Glenwood Springs. As a Colorado State Patrol (CSP) Captain, Rich participated in operations and command during many of the incidents that affected the City of Glenwood Springs from 1992-2019.

Our team offers the following advantages to the City of Glenwood Springs:

- Our motivated team is backed by EST's senior leadership. We have been working in the transportation business for decades and will spare no resource or expense to complete this project to your satisfaction. We are extremely confident in knowing what is required to complete this project so the City of Glenwood Springs and those that will be impacted by the plan will be prepared to effectively manage traffic during an emergency situation.
- Our trusted key staff, with the exact experience needed, have worked together on many traffic management projects in the past. Our project manager Saeed Sobhi (a former CDOT Traffic Operations Engineer) and Richard Duran (a former CSP Captain) have worked together on traffic incident management for more than 8 years. Together they collaborated with many agency/organization stakeholders on a variety of issues along the I-70 corridor from Denver to Glenwood Springs. Paul Jesaitis (a former CDOT Region 1 Director) has led preparation and response to major traffic incidents while working for CDOT. Hamideh Etemadnia a former DRCOG Travel Demand Model Manager, has 12 years of public/private industry experience performing traffic operations/safety analysis and travel demand management. Together, we have the experience, knowledge and expertise that will enable the City of Glenwood Springs to ensure the Glenwood Springs Emergency Traffic Management Plan supports the City's goals in alignment with the Garfield County TIMP, Garfield County EOP, and Garfield County Wildland Fire Protection Plan, and other city facility and traffic plans.

EST acknowledges receipt of Addendum No. 1 on 01/11/2023, No. 2 on 02/02/2023, No. 3 on 02/02/2023, No. 4 on 02/15/2023, No. 5 on 02/15/2023, and No. 6 on 02/15/2023.

We certify that the information submitted in this proposal is true and complete to the best of our knowledge and contains details outlining our organization, experience, projects, leadership, key staff, and our project management capabilities. If you have questions or require additional information, please contact Saeed Sobhi, PE, at 1873 S. Bellaire Street, Suite 1101, Denver, CO 80222 by email at Saeeds@estinc.com or by phone at (303) 601-4715.

Sincerely,

Saeed Sobhi, PE
Project Manager
303-601-4715
SaeedS@estinc.com

Paul Jesaitis, PE
Principal-In-Charge
303-916-1253
PaulJ@estinc.com



1. Qualifications and Experience

Firm Information

EST is a comprehensive engineering services firm with over 20 years' experience in the Rocky Mountain region. As a local firm, we have provided continuous municipal services to Colorado cities, counties, special districts, and CDOT. Our Colorado offices employ 32 full-time specialists in project management, bridge and structures design, roadway design, traffic engineering and Intelligent Transportation Systems (ITS), drainage engineering, ADA consultation, construction management and inspection, and Traffic Incident Management.

Our key staff have completed training/certification programs, and have vast experience and qualifications applicable to this project, as described below:

Saeed has completed the National Operations Academy Senior Operations, Academy Senior Management Program, and received certification. While at CDOT, he received a certificate of recognition for his participation in the visioning and planning for the I-70 Twin Tunnels expansion, as well as participation in the joint operation center for the 2008 Democratic National Convention in Denver. He has also received multiple certificates of appreciation for his leadership in developing and implementing programs and projects to address transportation safety and operations. While at CDOT, Saeed was a member of a panel developing an evacuation plan for the Denver Metro Area.

Paul served as the CDOT R-1 Transportation Director prior to coming to EST. Incident Management and Emergency Response were a regular occurrence requiring significant resource allocation. Paul worked closely with the Section 5 and 9 maintenance crews and the Region 1 Traffic and Safety Section to respond to major emergency events such as the I-70 Denver West truck fire, the bomb cyclone event in 2019 and almost daily occurrences of incidents such as major vehicle crashes or burning trucks. Paul worked with maintenance employees in snow plows during snow events and even manned road closures as part of CDOT's snow team. Paul served as the Planning Chief during the 2013 Floods as part of the incident command structure.

Rich has completed many training programs in emergency operations, traffic incident management, planning, and public relations while a member of the Colorado State Patrol and at EST. These programs include, Police Executive Development, Leadership in Police Organizations, Weapons of Mass Destruction Command - Field Awareness and Operations, Federal Emergency Management Agency (FEMA) - Incident Command System (ICS) 100, 200, 300, 700, & 800, National Traffic Incident Command Responder, FEMA - Event Security Planning, Strategic Highway Research Forum (SHRP2), National Incident Management System (NIMS), Police Staff and Command, Dignitary Protection, and Public Information Officer training. He has also received many certificates of appreciation/commendation for his involvement in various events that involved traffic incident management, leadership, plan development, command & operations, and public outreach. Those award certificates include CSP's Anniversary Celebration (Plan Development/Leadership), CSP's Community Traffic initiated Patrolling Strategies Training Program (Plan Development/Leadership), 1999 World Alpine Ski Championships (Operations), Coal Seam Fire (Leadership/Command), Rainbow Family Gathering (Command/Operations), Democratic National Convention (Support Operations), TIM Plan for Eagle County (Plan Development/Leadership), Conference of Chief Justice and State Court Administrators (Plan Development/Leadership) and USA Pro Cycling Challenge, 2011, 2012, 2013 (Plan Development, Leadership, Command).



**2 Offices in
Colorado, Denver
and Colorado
Springs**



**32 Employees
within Colorado
288 Company-Wide**



**Richard Duran
brings over 28
years of emergency
management
experience**

Similar Projects

GARFIELD COUNTY TRAFFIC INCIDENT MANAGEMENT PLAN | CDOT

EST collaborated with stakeholders and developed a new Traffic Incident Management Plan (TIMP). This was an urgent need based on the severity and duration of road closures stemming from fire, rockslide, and motor vehicle crash emergencies in Garfield County.

EST and the CDOT Project Manager worked together, in a team environment, and collected all relevant CDOT TIMP documents as well as other relevant local documents and plans. These plans included the Unified Traffic Coordination Plan- for Closures of I-70 through Glenwood Canyon, I-70 Glenwood Canyon Management Program, and the Cottonwood Pass closure plan. After analyzing the associated documents, a draft Garfield County TIMP was developed.

This TIMP consists of a planned and coordinated, multi-disciplinary process to detect, respond, and clear traffic related incidences quickly and restore traffic flow back to normal as safely and quickly as possible. A traffic related incident includes hazards of all types (police, fire, and transportation). This process will ultimately lead to improved safety for all first responders and roadway users, provide a prompt and reliable travel experience, prevent secondary crashes, and provide a path for constant improvement through after-action reviews and information sharing. The TIMP establishes guidance and direction in the following:

- Roles and Responsibilities
- Incident classification
- Safe/Quick Clearance
- Alternate Routes
- Prompt, reliable, interoperable communication
- Public information

Client Contact: Patrick Chavez
CDOT Statewide TIMP Program Coordinator
Email: Patrick.chavez@state.co.us
Phone: (720) 498-1816

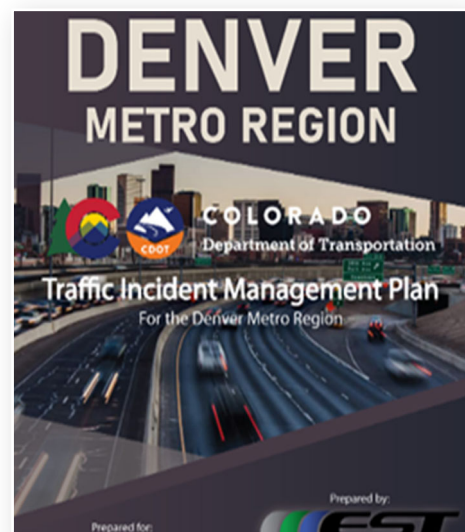
DENVER METRO REGION TRAFFIC INCIDENT MANAGEMENT PLAN | CDOT

EST developed an overall "Umbrella" Traffic Incident Management Plan (TIMP) for the six-county Denver Metropolitan Area. We also identified four sub-areas for which EST will develop more localized TIMPs in the near future. The Denver Metro area has a number of traffic related challenges from natural disasters (fire, winter weather, flood), large scale pre-planned events, transportation infrastructure issues, multi-vehicle crashes, plane crashes, police activity related road closures, and hazardous material spills. The challenge is further compounded by the volume of traffic, number of different public safety agencies and communication centers, various transportation agencies with different IT systems and capabilities and numerous jurisdictional boundaries. EST worked with state, local, and municipal agencies



Relevancy to Scope

- Incident/Unified Command
- Incident identification, notification with established triggers for staged closures
- Intersection management and communication
- Resource accountability (personnel and equipment)
- Vehicular storage identification and management of those areas
- Communication notifications and protocols
- Staged release protocol
- Plan development, document preparation
- Stakeholder involvement





and organizations within the six-county area, involving 31 municipalities, and 18 communication centers, with 10 major roadway to include Interstate and State Highway systems.

The primary goal was to develop a planned and coordinated, multi-discipline process to detect, respond, and clear traffic related incidences quickly and restore traffic flow back to normal as safely and quickly as possible. During the development for the Denver Metro Region TIMP, we analyzed all existing TIMPs within the Denver Metropolitan Area and incorporated appropriate, necessary, and common information. The "Umbrella" TIMP provided the framework of current and best practice Traffic Incident Management principles for all first responders, transportation officials, communication technicians, and government officials. It also identified and developed regional alternate routes, an interoperable communication plan, public information protocols for all roadway users, standardized response protocols, and outlined agency roles and responsibilities.

Additional consideration and guidance were supplied around managed lanes, toll roads, interoperable communication, and notification protocols to surrounding Denver Metro jurisdictions.

FLOOD & DEBRIS FLOW 2019 INCIDENT ACTION PLAN

Rich Duran Project from Previous Employment

This plan was developed as a member of the Colorado State Patrol and as a result of the Lake Christine Fire in Basalt. Area first responders met to collaborate and focus on life safety efforts in the event of severe weather were to initiate a land/rock/mud slide. The purpose of the Incident Action Plan (IAP) was to be prepared to immediately respond to a potential flood event with active debris flows, to save lives, mitigate risks, and plan for other predictable hazards and secondary events to include downed power lines, gas leaks, compromised roadway, and unstable soils.

The objectives of this IAP were:

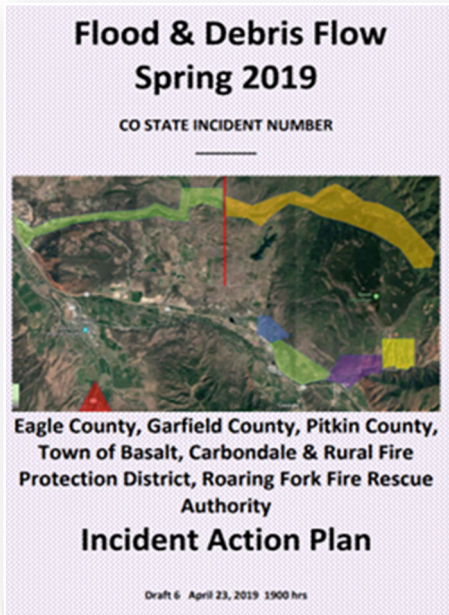
- Ensure safety of personnel working in the field through constant communications, and proper personnel protective equipment while leveraging intelligence including weather and GIS.
- As partners in public safety, facilitate coordination between all the involved entities to ensure the safety and welfare of the public, and event participants in the most fiscally responsible manner possible.
- Identify and utilize information pertaining to the potential level of risk for all affected areas of the Lake Christine Burn Scar by leveraging information from BAER, NRCS, USGS, IMT, and county and municipal engineering and planning departments.
- Develop a response model and organization focused on life safety and property conservation in the event of water, mud, & debris flow through analysis of target hazards and public infrastructure.
- Provide for evacuation and sheltering of displaced residents and victims by maintaining an emergency shelter point.
- Develop a comprehensive public information campaign with partner agencies for both pre-event information and emergency messaging during the event.

Relevancy to Scope

- Incident/Unified Command
- Incident identification, notification with established triggers for staged closures
- Intersection management and communication
- Resource accountability (personnel and equipment)
- Communication notifications and protocols
- Staged release protocol
- Plan development, document preparation
- Stakeholder involvement

Client Contact:

Patrick Chavez
CDOT Statewide TIMP Program
Coordinator
Email: Patrick.chavez@state.co.us
Phone: (720) 498-1816



Relevancy to Scope

- Interoperable communication
- Coordination of public safety partners
- Develop response plan
- Evacuation and sheltering of residences

Client Contact:

Alex Burchetta
IC/Plans – Pitkin County Sheriff's Office
Email: alex.burchetta@pitkinsheriff.org
Phone: (970) 309-2317

TRAFFIC MANAGEMENT CENTER SYSTEM ENGINEERING ANALYSIS | CITY OF NORMAN, OK

EST was a partnering consultant on the project to perform Systems Engineering Analysis (SEA), perform concept exploration, develop concept of operations and requirements, and analyze and assess staffing requirements for the new Traffic Management Center (TMC) in Norman, OK. The project was kicked off in February 2020. Due to unforeseen deadlines related to funding application, a need arose to complete the process and deliver the SEA documents ahead of schedule. EST and our consulting partner were able to finish the scope and meet the accelerated deadline. We exceeded the scope requirements and prepared a System Validation Plan for use in next phases of the implementation.

Relevancy to Scope

- Coordination of public safety partners
- Develop response plan

Client Contact:

David R. Riesland, PE
City of Norman, OK
(405) 217-7762

PURCELL I-35 INTERCHANGE PROJECT | CITY OF PURCELL, OK

The City of Purcell commissioned an analysis of access alternatives for a new interchange on I-35. The purpose of the report was to assess the feasibility of providing alternative access to the City of Purcell to and from I-35 at SH-74/Grant Street. A universe of alternatives was reduced to three feasible alternatives. The focus of the Alternatives Report was to carefully consider a quantitative comparison of the three remaining alternatives. A key element of the purpose and need for the project was emergency response to incidents on I-35. EST thoroughly analyzed different incident scenarios, routes, and time to respond. A Preferred Action was determined based on four criteria: Mobility, Response Time to Crashes on I-35, Connectivity, and Accessibility.

Relevancy to Scope

- Project Management
- Efficient Communication and Coordination with the Client
- Operations and Safety Analysis
- Identifying Potential Alternative
- Evaluation and Prioritization of Alternatives

Client Contact:

David R. Riesland, PE
City of Norman, OK
(405) 217-7762

AUTOMATED GATES WITH BLACKHAWK/ CENTRAL CITY

EST is currently conducting planning and preliminary design for the installation of Automated Road Closure Gates on State Highway 119 (SH 119) in the City of Blackhawk. Work includes completion of a Systems Engineering Analysis (SEA) and preparation of required documentation. This is a process that is used nationally for projects involving the application of technology and innovation in transportation and ensures that the resulting project addresses the exact needs of the stakeholders and can be successfully implemented. EST's scope includes extensive engagement of numerous stakeholders such as government agencies, law enforcement, businesses, and industry groups. As part of the process, traffic and incident management challenges resulting from road closures at this location have been discussed. SEA documents will include the preparation of Standard Operating Procedures and a Concept of Operations that will address all such related issues, and provide a roadmap for successful implementation and long term success. EST has thoroughly conducted research on available technologies and similar installations which, in collaboration with CDOT and stakeholders, will result in the selection of the most appropriate system that can be duplicated at other locations. EST's deliverables will also include various design options including cost estimates, which will be screened to select the best option.

Relevancy to Scope

- Project management
- Planning
- Stakeholder involvement
- Incident management
- Traffic management
- Alternative analysis
- Document preparation

Client Contact:

Alvin Stamp
Region 1 Construction Resident
Engineer | CDOT
(303) 512-5549
alvin.stamp@state.co.us

2. Qualifications and Experience of the Project Team

We have an outstanding team of professionals who collectively bring decades of emergency traffic management planning and operations of experience to the table. Our teams experience and knowledge in not only traffic emergency management, and public process and input, but also of operational experience in Glenwood Springs and Garfield County is unmatched. Our project team will consist of two co-lead project managers. Saeed Sobhi, a former CDOT Traffic Operations Engineer, and Richard Duran, a former CSP Captain. Our principle in charge is Paul Jesaitis, a former CDOT Region 1 Director and team member Hamideh Etemadnia has extensive experience in traffic modeling.

Key Staff: EST provides the City with a deep and talented pool of multidisciplinary staff. Below are bios of our key staff and resumes are in Appendix A:

Saeed Sobhi, PE

Co-Project Manager and Contract Manager

Years of Experience: 31
Years with EST: 6



Summary of Experience: Saeed is an experienced leader and project manager with impressive experience in active traffic and incident management. He had 25 years with CDOT before joining EST 6 years ago. As the CDOT Region 1 traffic operations Engineer for more than 7 years and ITS Branch Manager for 4 years, Saeed was a leader in planning and implementing innovative projects and operational programs, supporting active traffic and incident management. He collaborated with stakeholders across various organizations and built coalitions and consensus, leading to increased capability and improved safety and operations. At EST he has managed many unique projects encompassing planning, design, construction, and traffic and incident management.

Unique Knowledge and Related Project

Experience: Statewide and Regional ITS strategic plans and implementation plans; I-70 chain stations project that doubled the number available spaces; procurement and management of courtesy patrol and heavy tow; continuous flow metering approaching the Eisenhower-Johnson Memorial Tunnel; statewide commercial vehicle operation plan; forming the I-70 Mountain Corridor Operations Coalition and convening its monthly meetings for 7 years while at Region 1; several traffic incident management plans on the I-70 Mountain Corridor and I-25; expansion of the Colorado Traffic Management Center (CTMC) operating software capabilities to better monitor and manage traffic congestion and incidents; I-70 speed harmonization, Automated Road Closure Gates, and Chain Station Management.

Paul Jesaitis, PE

Principal-In-Charge - Project Manager

Years of Experience: 29
Years with EST: 1



Summary of Experience: Paul is the Colorado Regional Director for EST. Paul brings more than 29 years of diverse leadership, planning, maintenance, operations, design, and construction background to EST. For the previous 6 years, he served as the Colorado Department of Transportation (CDOT) Region 1 Transportation Director where his responsibilities included managing all aspects of the state highway system in Region 1, which encompasses the 8-county Denver Metro area and its 3 million residents. Paul was responsible for Section 5 and Section 9 Maintenance along with Region 1 Traffic & Safety and has participated in numerous emergency events during his tenure such as the I-70 Denver West truck fire or the bomb cyclone event in 2019.

Unique Knowledge and Related Project

Experience: Paul's approach to project management is the result of leading many projects and people to successful outcomes. A successful project is the result of managing time and resources efficiently. Paul believes that it is essential to provide good communication while incorporating scheduling and budgeting as a critical element into every project. Good leadership includes building trust by taking the time necessary to understand the project and the stakeholder's needs. This approach will facilitate collaborative decision making. Putting the client and the project first and ensuring that a quality product is delivered on-time and on-budget is always his top priority.

Richard Duran

Deputy Project Manager
Years of Experience: 29
Years with EST: 1



Summary of Experience: Rich is a proven leader and has 29 years of diverse experience. From 2005–2019, he served as a Troop Commander for the Colorado State Patrol (CSP) in Glenwood Springs. He is skilled in Incident Command and Operations, Traffic Incident Management, Emergency/Incident Response, Special Event Planning and Preparedness, Leadership, and Public Information.

Unique Knowledge and Related Project

Experience: Rich assisted in the development of the very first Traffic Incident Management Plan (TIMP) for Eagle County. Since then, he has been involved in the development of the Summit County, Garfield County, and Glenwood Canyon TIMPs. Rich also participated in the development of many traffic and emergency response plans. He has worked as an incident and operations commander during many events and incidents in and around the Glenwood Springs area. These events/incidents include, the Storm King Fire, the Coal Seam Fire, the South Canyon flood (due to the Storm King burn scar), numerous planned and un-planned Glenwood Canyon Closures, the Grand Avenue Bridge Project, USA Pro Cycling Challenge, Multiple VIP motorcades through Glenwood Springs, and several special events. All the pre-planned events required various degrees of public input process in order to successfully complete the event.

Rich has been part of numerous multi-agency work groups (local and statewide) that focused on life and responder safety, scene securement and protection, Incident mitigation, traffic Incident management, and emergency management. Rich will be the co-project manager and understands the value of collaborative teamwork in support of a successful project.

Below are types of traffic events/emergencies he has participated in:

- Motor Vehicle Crashes
- Hazardous Materials Spills
- Wildland and Motor Vehicle Fires
- Floods
- Mud and Rockslides
- Acts of violence
- Police Activity
- Special Events (Small and Large)
- VIP Motorcade and Protection
- Winter Weather

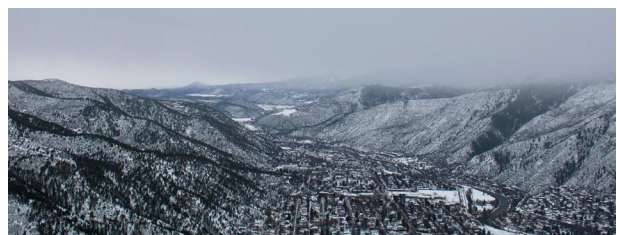
Hamideh Etemadnia, Ph.D., PE

Senior Transportation Engineer
Years of Experience: 12
Years with EST: 4.5



Summary of Experience: Hamideh has 12 years of public, academic, and consulting experience that includes transportation modeling (macro, meso, micro), comprehensive engineering studies on projects of various sizes. As the Travel Model Manager at the Denver Regional Council of Governments (DRCOG), she conducted development, maintenance, and operation of the Regional Focus 2 Activity-Based travel model, including model calibration and validation. Examples of her projects include US 34 at Weld County Road 17 travel demand forecasting for a new interchange, the 9-mile I-35 project with 7 interchanges, and the I-25 Gap project where she performed traffic and revenue forecasting. Hamideh has experience overseeing travel modeling / forecasting analyses for transportation projects, corridor and other special studies, data and technical support for local modeling efforts, and modeling research to improve existing models and model operations. Project experience includes:

- Denver Regional Council of Governments (DRCOG) Activity Based Travel Model Development and Refinement, Denver, CO.
- State Highway 94 –Traffic Operations and Safety Study, Colorado Springs, CO.
- City of Aurora Signal Timing, Aurora, CO.
- Traffic Signals and Signage Mill Levy 15, Denver, CO.
- I-25 South Managed Lanes Intermediate Traffic and Revenue Study, Denver, CO.
- York Phase III: 58th Ave to SH 224, Transportation Planning and Traffic Impact Analysis Adams County, CO (2019 – 2021)
- City of Littleton, CO, Broadway Intersections Engineering Studies (2020)
- Travel Demand Modeling | CDOT Region 4, CO (2020)



Bill Kascek

ITS and Traffic Operations
Years of Experience: 45
Years with EST: 2



Summary of Experience: Bill brings knowledge in both Intelligent Transportation Systems, (ITS), and traffic operations. He has been a key resource on numerous ITS projects throughout the state and brings unparalleled knowledge of technical issues to ensure compatibility of project designs with the statewide Architecture. Bill has vast experience in ITS planning, design, and construction. This includes device and fiber network design and preparation of PS&E packages for numerous projects statewide. In addition, Bill is experienced in system testing, acceptance and integration. In traffic design, his experience includes highway signing, striping, and traffic signals. Project experience includes:

- 88th Avenue Widening, City of Commerce City, CO
- Region 1 Traffic Signal Upgrade, CDOT, CO

- York Street Widening, Adams County, CO
- Traffic Signal Network and Traffic Operations Center, City of Brighton
- I-70 ITS Phase III Project in Region 3.
- US 36 design oversight and Project Engineer for the I-25 / US36 HOV Extension Project in Denver, City of Greeley.

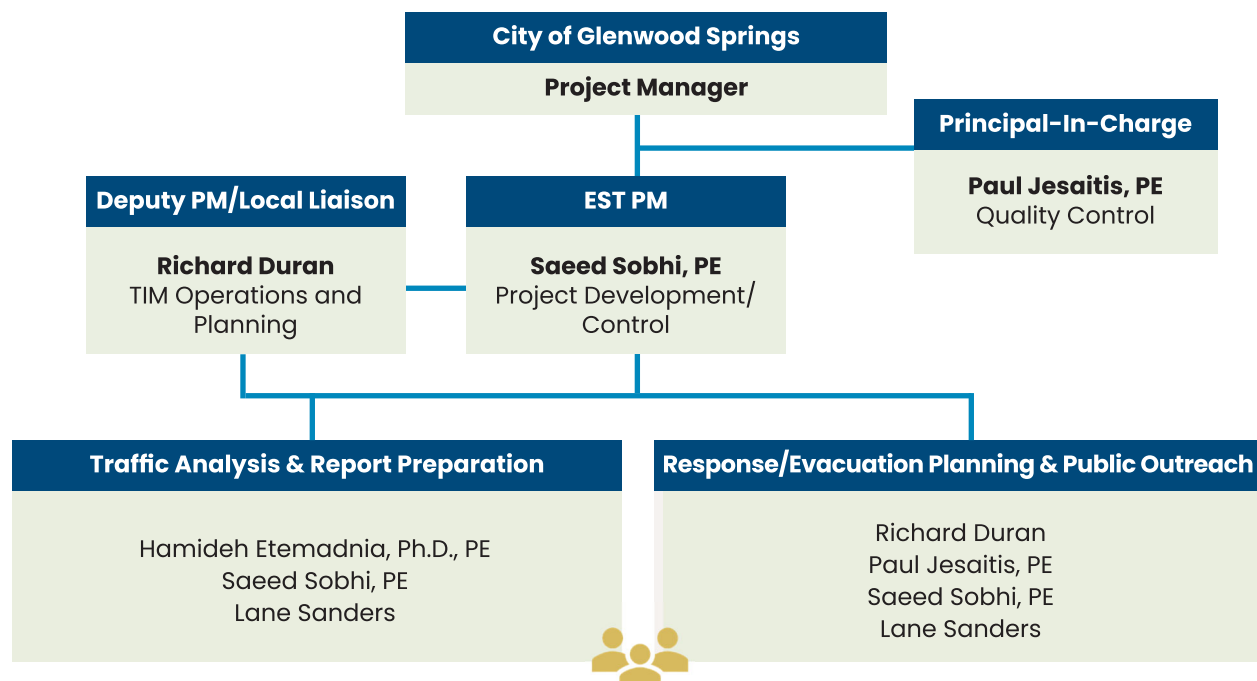
Lane Sanders

Graphic Specialist
Years of Experience: 5
Years with EST: 1



Summary of Experience: With a background in Mechanical Engineering, Lane is a talented graphic designer providing solid modeling, graphic design, and animation for EST. He is proficient in design software such as the Adobe products and is learning InfraWorks and AutoCAD. Lane's graphic and visualization capabilities will significantly enhance public outreach presentations, communication with officials, and report quality.

Organizational Chart



3. Understanding of the Project Scope

The City of Glenwood Springs

The City of Glenwood Springs is home to a population of 9,963 and is also a premier Colorado tourist destination. It surrounds the confluence of the Colorado and the Roaring Fork Rivers and the Union Pacific Railroad's train station/depot. The Glenwood Springs Station also serves the California Zephyr as it makes its way between Chicago and San Francisco. Glenwood Springs has two major roadways intersecting near downtown, Interstate 70 (I-70) and State Highway 82 (SH 82) and sits between two major canyons along I-70 from East to West, the Glenwood Canyon and South Canyon. I-70 often gets closed, through Glenwood Canyon and South Canyon, due to a variety of circumstances; however, from experience the most frequent reasons I-70 gets closed is due to rock and landslides, motor vehicle crashes, and wildland fire. There are no adjacent alternate routes along I-70 for all motorists and roadway users. SH 82 runs South out of Glenwood Springs and is the direct route to the Towns of Carbondale, El Jebel, Basalt, and the Cities of Snowmass Village and Aspen. Along SH 82 there are many steep hillsides prone to mud/rockslides. During the winter months (Nov. – May), SH 82 through Glenwood Springs serves as the only direct route to those communities. Although SH 82 does not see as much road closure activity, it does experience its share of rock and landslides as well as motor vehicle crashes.

Unfortunately, Glenwood Springs has a significant wildfire history. From 1994–2020, eleven wildfires have destroyed 47,341 acres, 33 ¾ structures and took the lives of 14 fire fighters. The most notable of the eleven fires were the Storm King, Coal Seam, and Grizzly Creek fires. All the eleven wildfires resulted in an evacuation or pre-evacuation notice. Along with wildfire, adverse weather conditions, rock and mudslides, flooding, vehicle and structure fires, civil disturbances, and hazardous materials releases also pose a threat to the Glenwood Springs Community. Because of these threats to the community, the City of Glenwood Springs will benefit from a Traffic Emergency Management Plan.

Mitigation Efforts by the City of Glenwood Springs

EST is aware that the City of Glenwood Springs has taken steps to mitigate community and first responder concerns regarding emergency traffic management and evacuations. These steps include proposed "Access Line Breaks" that will allow traffic to access eastbound and westbound I-70 from Storm King Road and/or West 1st Street. These two additional access points, if approved and constructed, will allow for quicker access to I-70 for all vehicular traffic from the North and West Glenwood Springs area. They would act as exit points and reduce emergency vehicle access conflict to a staging or response area.

Storm King Road provides a direct route to I-70 from Donegan Road and possibly overflow emergency parking of the Glenwood Spring Mall. Donegan Road is a parallel east/west street that can accommodate traffic from Mitchell Creek Road as well as other north neighborhoods west of the Glenwood Springs Golf Club "The Hill". The West 1st Street location will drastically improve emergency evacuation traffic from "The Hill", Highlands' area, North Traver Trail, and communities to the west. Additionally, it helps with the evacuation of the numerous hotels, restaurants, and tourist attractions in the area north of the Colorado River.

Additionally, the City of Glenwood Springs has planned for and designed a second bridge to manage traffic from the southern end of the city as well as those communities along Three Mile Road, Four Mile Road, South Glenwood Springs, and the Midland Avenue area. This additional SH 82 access point will allow for quicker emergency evacuation of those affected areas. Currently, citizens being evacuated from these areas must use Midland Avenue to the 27th Street Bridge which delays evacuation time due to pinch points and the sheer volume of traffic.

The City of Glenwood Springs also actively participated in the development of the Garfield County Traffic Incident Management Plan (TIMP). EST staff worked with Garfield County stakeholders to successfully complete this plan which will play a key role and lay the foundation for a Glenwood Springs Traffic Emergency Management Plan. As a result, EST has a very intense awareness and understanding of thresholds and criteria to close SH 82 and/or I-70 quickly to help prevent traffic gridlock in Glenwood Springs. For example, if westbound I-70 is closed at West Glenwood Springs (Exit 114), on a Thursday

afternoon at 4:00 pm, a staged closure needs to take place on Westbound I-70 at Dotsero in Eagle County. If this does not occur gridlock will occur in Glenwood Springs limiting emergency vehicle mobility as well as the ability to move large amounts of people. As we know from past experiences, if an evacuation order is later given by the appropriate authority of the North and West Glenwood Springs area, lives may be at stake. We understand the process of Incident Command / Unified Command, the road closure and staged closure process, communication, notification, staged releases and after-action reports. The Glenwood Springs Traffic Emergency Management Plan will work in conjunction with the many traffic incident management principles of the Garfield County TIMP from command/control/coordination, notification/communication, resource management, and overall traffic management in and around Glenwood Springs.

Purpose of Project

The primary purpose of this project is to support the City of Glenwood Springs in the development of an Emergency Operations / Traffic Emergency Management Plan. This plan will provide guidance with the management of traffic during a wildland fire or police events that require restricted access and/or evacuations of the city or portions of the city within the jurisdiction of the Glenwood Springs Rural Fire Protection District.

Project Approach, Initiation, and Management

We will work with the City of Glenwood Springs joint project managers in a blended team environment. Our experienced key staff will be your partners, providing our expert advice to inform and enrich the project process. Decisions belong to the City with input from stakeholder agencies and community members. Clear communication and collaboration with the project managers and key stakeholders will be the foundation of our approach. It is anticipated that planning level cost estimates will be developed for selected recommendations.

EST Communication Protocol and Approach to Project Management

Upon receiving notice to proceed EST will participate in a kickoff meeting with COGS PM to review the scope and discuss expectations and schedule. As an early action item, EST will prepare a PM document to establish communication protocol, roles and responsibilities, review process, and schedule.

The diagram below shows our steps to completing the project, and key deliverables.





EST will perform a thorough review and analysis of plans and documents listed in the RFP. Additionally, we have identified the following documents to be reviewed at the discretion of the COGS PM:

- 2007 Glenwood Springs Fire Protection District Wildland Urban Interface Community Wildfire Protection Plan
- 2022 Garfield County Hazard Mitigation Plan
 - COGS addendum
 - GSFPD addendum

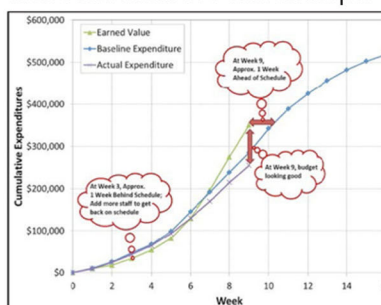
EST will recognize and document applicable laws and regulations as they relate to evacuation authority and integrate those applicable items into the plan. If so decided by the COGS PM, EST will conduct a search of national best practices of traffic emergency management evacuation plans.



Budget and Schedule Tracking

For this project we have developed a detailed labor hour estimate, with hours assigned to each of the project staff for each task/subtask. This labor hour allocation is entered into our corporate accounting software, Deltek. This will allow us to monitor charges accrued to the project on an ongoing basis. The project manager evaluates task completion against budget and ensures that progress in completing the work is commensurate with budget consumption. We use Deltek to generate monthly invoices. Invoices are subject to our QC process to ensure accuracy and compliance with City requirements. An invoice package will be submitted that includes a cover letter providing a brief progress report and identification of any issues, the actual invoice, and all the backup documentation.

Assignment of work to our project staff will always include the three-legged stool of scope, cost, and schedule. EST has multiple staff in each specialty and at each skill level. We will be flexible and



immediately respond to any changes in schedule, to meet the City's needs. Should the need arise for unforeseen resources EST will waste no time making such resources available to the team.

EST's overall tracking of the budget and schedule as the project proceeds is accomplished using the integrated schedule & budget monitoring method, otherwise known as earned value. This method allows quick graphical determination of the project status and the need for corrective actions in order to hit schedule and budget benchmarks. The earned value tracking graph illustrates the method to the left.

Public Outreach:

EST will participate and co-lead meetings with all stakeholders. During the project kick off meeting with the City PM, we will identify any changes to the list of stakeholders. EST's public outreach meeting schedule will consist of those pre-identified groups listed in the RFP. Additionally, we will add other groups, as needed and approved by the City PM, such as high risk neighborhood groups, and highly populated venues such as recreation facilities and tourist venues. Some of these areas have a high frequency rate of evacuation or pre-evacuation noticed due to past history. We will meet with the City PM and review the proposed schedule, make necessary changes, and complete a final public outreach schedule.

EST will co-lead all stakeholder meetings and provide presentation materials. We will also provide meeting summaries and action times and prepare a technical memorandum summarizing outreach activities for inclusion into the final report.

During discussions with the designated groups, we will tailor questions to their specific needs during an emergency that would require traffic management during an evacuation, relocation, security, and re-entry within the jurisdiction of the Glenwood Springs Rural Fire Protection District. We will collaborate with communities to gain an understanding of their emergency plans from notification, shelter in place, evacuation, and re-entry. Based on their input, we will identify opportunities for the COGS to integrate the Glenwood Springs Traffic Emergency Plan into their existing plan, i.e., notification process, communication, transportation, evacuation routes, closure points, and intersection control. We will identify, document, and list those communities that have plans and those that do not. We will create and establish an emergency contact/ notification list and add any special instructions that need to be referenced in the Glenwood Springs Traffic Emergency Plan.

EST will collaborate with other governmental agencies (CDOT, CSP, GCSO, GCEM) to review the purpose of the Glenwood Traffic Emergency Management Plan and seek opportunities to integrate, support, and interact with all existing Garfield County Plans during an emergency to include communications.

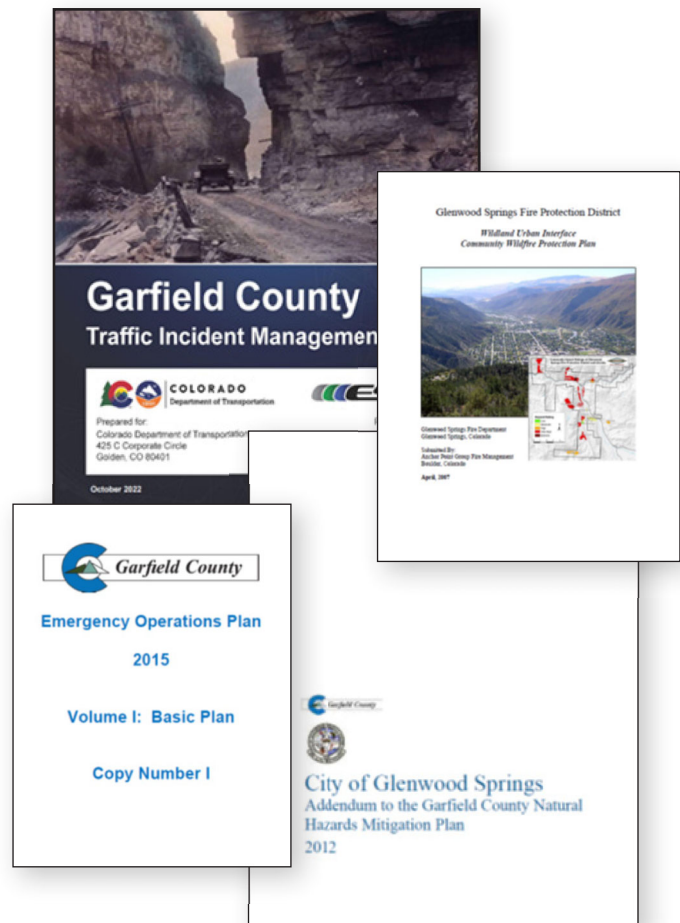
EST will conduct a second meeting with each pre-identified group after a draft of the Glenwood Springs Traffic Emergency Plan is complete. During the second meeting, we will review the plan, and gather any additional input necessary and incorporate them into the plan.

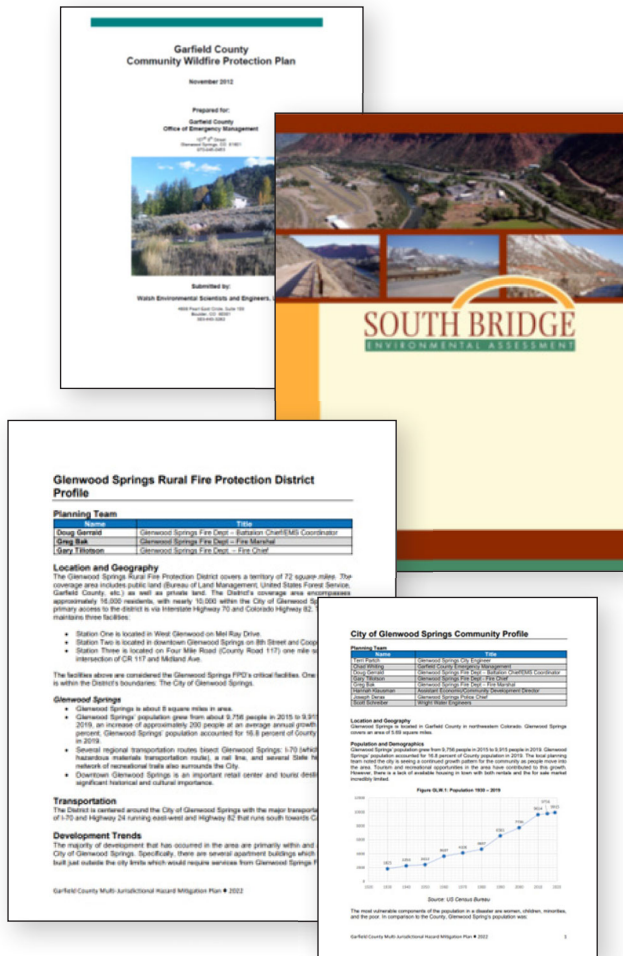
EST will plan on 4 supplemental, in person or virtual, meetings with stakeholders for clarification, education, or follow-up.

Plan Development:

Based on an analysis of information gathered during existing plan and document reviews, as well as stakeholder input we will identify significant fire, police, and public works emergencies. Our technical approach to complete as you described in Task B: Plan Development will begin with a detail review and analysis of all existing material provided and follow up with the project managers with any questions or clarification. EST will identify key elements from existing plans and incorporate/integrate/reference them in the plan. These will include appropriate TIM principles, Incident Command, Hazardous areas, Communication/Notification, Closure Points, Resources, Roles and Responsibilities, Intersection Control, Evacuation Routes, Traffic Modeling, Staged Releases, Event Termination, and Re-Entry.

Existing Plan Covers





EST will focus on these objectives in completing the development of this plan. Identify potential significant fire, police and public works emergencies in coordination with city fire, police, public works, and engineering personnel.

EST will collect and analyze information received from the COGS PM regarding historical public safety emergency events and incidents. These public safety emergency events include all disciplines of government. Additionally, we will research all historical and documented public safety emergencies that had a significant traffic impact. EST will also document and analyze stakeholder meeting input and provide a list of public safety emergencies, potentially hazardous locations/areas, and emergency probability scale based on all information received.

Determine key traffic management locations and needs for evacuations and police events within the jurisdiction of the Glenwood Springs Rural Fire Protection District.

EST will do an operational analysis of existing documents such as: Origin and Destination Data Analysis (2022), Speed and Volume Analysis, (2022), Transportation Study Update (2023), Evacuation Planning (2021), Garfield County TIMP (2022), and the Wildland Urban Interface Community Wildfire Protection Plan (2007). We will build upon the analysis of existing documents, historical emergency events, and gather input and information from stakeholders regarding these key traffic management locations. EST will further

analyze all information to identify or confirm key traffic management locations, intersections, pinch points, and frequently used alternate routes. We will document peak flow characteristics based on time of day and day of week, and season. EST will use a combination of Google Earth and site visits to document key intersections and access points of I-70, SH 82, Grand Avenue, Midland Avenue, and other applicable roadways to identify evacuation routes based on the overall operational analysis. These evacuation routes and key traffic management locations will be mapped out to identify placement or position of first responders, number of traffic control personnel, direction and flow of traffic, and needed equipment or supplies.

Training and equipment needed for intersection management and communication.

Based on the analysis of the key traffic management locations during traffic emergencies, EST will identify any special equipment and communication needed to manage those key intersections or roadways. We will develop a training assessment needs for personnel that will consist of intersection management procedures, traffic control (flagging instructions), notification procedures, resource deployment, accountability, personal protective equipment, and communication. We will create a communication plan for emergency responders and identify communication gaps and potential solutions to those gaps. EST will develop a training document for intersection management, traffic flow, and communication based on different scenarios.

Evacuation of vehicular storage and staging areas. Management of those areas.

EST will review existing documentation and plans that identify existing vehicular storage and staging areas. The Garfield County TIMP provides many of these locations we will use as a reference. Our team will gather best practice locations, that have been used in the past, by first responders. EST will document those areas, such as, Glenwood Meadows, West Glenwood Mall, local schools, on and off ramps, based on stakeholder input and analysis. EST will map out these locations, with a legend

describing capacity, vehicle types, access points, prohibited vehicles, and contact information. We will document generalities for certain roadway types, and situational events, i.e., self-dispatched LE to an active shooter. EST will develop procedures for managing these designated areas, who has response authority, and describe the communication flow.

EST will use appropriate traffic analysis tools such as Synchro and the highway capacity software, to analyze traffic operations at key intersections or roadway segments. We will analyze various emergency and incident response scenarios, and interpret the results using performance measures such as Level of Service (LOS), delay, travel time, and queue length.

Communication needs and protocols. Develop neighborhood plans if needed.

EST will research existing communication plans with the Garfield County Communication Authority and from other documents for multi-discipline events. We will collaborate with other Glenwood Springs emergency responders to identify common interoperability channels from different radio communication centers from federal, state, county, and municipal agencies that will be working a large event. These interoperability channels will be blended with the Garfield County TIMP communication plan.

EST will gather information and input from stakeholders on why communication during a past large scale, multi-discipline emergency incident failed so we can better assess them to recognize possible solutions.

EST will build an interoperability communication plan(s) that establishes common interoperable radio channels for command, operations, and logistics, if needed. We will work with the City of Glenwood Springs to suggest any modifications to their existing radio template for enhanced capabilities. Multiple plans may need to be developed; one internal to the City of Glenwood Springs and one for external agencies. EST will also create notification lists, a back-up communication plan, i.e., cell phone lists in case there are operational radio issues, radio tower overload, or poor coverage areas.

Neighborhood plans: EST will collaborate with the COGS PM and emergency responders as well as analyze past documents to identify high risk emergency evacuation neighborhoods and evacuation routes based on history. We will list those communities as high-risk areas such as, No Name, Canyon Creek Estates, Mitchell Creek, Oasis Creek, Three Mile, Four Mile, and Sunlight. EST will identify those individuals with special needs or transportation issues that may need assistance from the COGS resources. We will develop and establish an emergency contact list for those special needs and vulnerable community members and add any special instructions that need to be referenced in the Glenwood Springs Traffic Emergency Plan.



New Castle Wildland Fire (2007) approaching Canyon Creek Estates in South Canyon. Image provided by Richard Duran while stationed in the area with the Colorado State Patrol.

EST will work with all stakeholders, to develop a neighborhood communication plan from notification (reverse 911, Everbridge, door to door), evacuation route identification, resident accountability, shelter in place, to re-entry. We will divide the COGS into zones (zone-based evacuation plan), label each zone, map them out accordingly, with defined evacuation routes and traffic control points.

Identification of potential safe zones, areas of refuge, shelters, and opportunities to shelter in place.

EST will define safe zones, areas of refuge, evacuation shelters and then work to identify these locations

with the City of Glenwood Springs staff and emergency responders. We will incorporate any written agreements that are necessary from property owners. EST will list, categorize, and map each identified location based on the type of area. Some locations may serve dual purposes. Each map/graph will identify hours of operation, type of shelter, capacity limits, number of parking spaces, emergency contact personnel and numbers, and special details i.e., CMV & trailer parking, pets allowed, and special needs access.

EST will gather further protocols and information for a notification system and accountability, primarily for evacuation shelters. We will identify and obtain who is the designated emergency contact to allow access to the shelter. Additionally, we will designate a responsible group, agency, organization to complete an evacuation shelter check-in-and-out system. This check-in-and-out system will consist (at a minimum) of the evacuee's name, age, home address, cell phone numbers.

Coordinate with city staff to review and expand the existing city resource list as well as outside vendors.

EST will meet and coordinate with city staff to review its existing resource list. Our goal will be to address any resource shortcomings of personnel and equipment based on the plan. Resources to be addressed will consist of personnel, equipment, pets, domestic animals, transportation, and food/water. If shortcomings are identified, we will develop a list of outside vendors with contact numbers that will be able to assist Glenwood Springs during an emergency traffic situation.

Develop ideas or methods to help the city keep the plan and Incident Resource Spreadsheet current.

EST will review best practices to maintain plans and documents current. EST will make recommendations for the COGS PM on document review, version update procedures, signing authority, and archiving of past versions. We will also make recommendations for the incident resource list review, updates, and timelines. Once these practices are determined, EST will develop guidelines for plan accountability and implementation. These will include, review and update procedures, suggested training, After Action Reviews for events, annual tabletop exercises, and a resource list update procedure.

Develop a plan for cooling and heating centers (Prolonged or extreme heat relief, prolonged or extreme cold snaps).

Heating and cooling centers are typically government owned public buildings, and we understand heating and cooling centers may be active several hours to several days. EST will research cooling and heating centers during extreme temperatures and document commonalities needed to include types of buildings, building configurations, services provided, parking area, pets, ADA compliance, and types of backup power supply. We will identify and recommend venues that meet established criteria based on existing centers and what is available in Glenwood Springs.

EST will identify and assess any necessary equipment, services, personnel, and support needed to designate the recommended venues as heating and cooling centers, to include the Glenwood Springs Community Center. We will document triggers for activation and special requirements or equipment for operation based on existing centers. EST will develop an operational plan for heating and cooling centers in Glenwood Springs that will address notification, transportation, public messaging, occupancy limits, parking availability, hours of operation, maintenance, and facility contact lists. These centers will be mapped out and labeled in the Traffic Emergency Operation plan.

Develop a list of vulnerable people.

EST will identify those public, government, and non-profit organizations such as, county health department, local senior organizations, churches that gather and list information on community members that will need assistance during an emergency situations or critical events. We will reach out to those organizations and create a spreadsheet of vulnerable community members. This spreadsheet will list names, phone numbers, addresses, transportation needs, critical needs/requirements for each person. Additionally, EST will also gather this information during our public outreach meetings especially in those residence that are without immediate support in high-risk neighborhoods.

Develop post incident strategies.

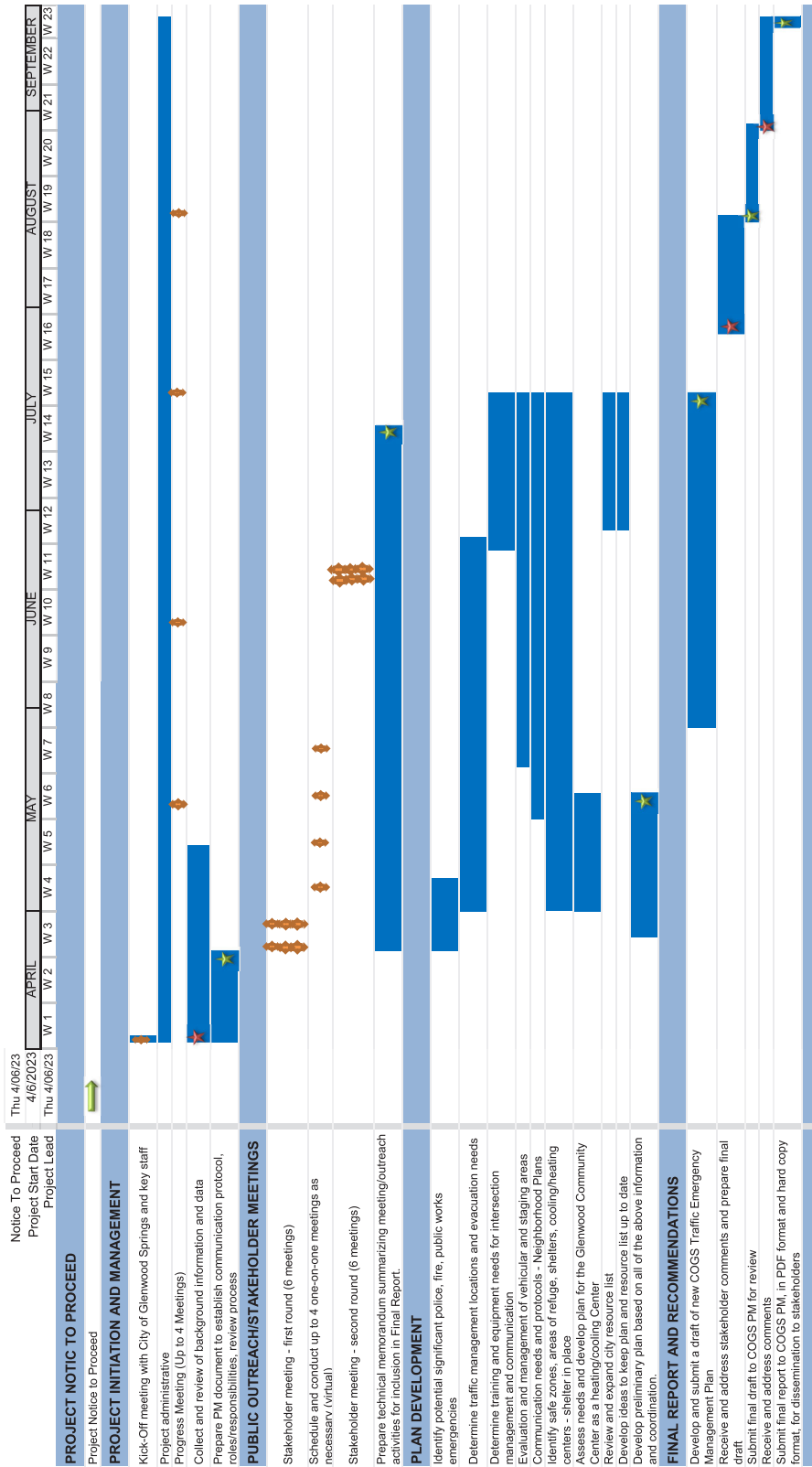
EST will collaborate with stakeholders to develop a re-entry protocol for evacuated areas. We will also establish a process and checklist for post event roles and responsibilities to include debris clearing, utility service, safety protocol.

4. Deliverables

- Preliminary Traffic Emergency Management Plan based on project goals and stakeholder coordination
- All presentation materials
- Meeting summaries/minutes and action items
- Technical Memorandum summarizing outreach activities for inclusion into final report
- Final report:
 - Based on objectives completed from previous tasks we will prepare final draft of the Traffic Emergency Management Plan and submit it to the COGS PM and gather feedback. EST will then prepare the Final Traffic Emergency Management Plan. The plan will include:
 - The final electronic version
 - One hard copy version
 - All data and support files



Appendix A: Project Schedule



Appendix B: Project Budget (Fees and Expenses)

City of Glenwood Springs

Fee estimate to develop Glenwood Springs Traffic Emergency Management Plan

	EST					
	Project Manager Sobhi	Lead Traffic Management specialist Duran	Traffic Engineer Etemadnia	Admin Stapleton	Graphics Sanders	Principle in Charge Jasaitis
	\$240	\$135	\$220	\$120	\$100	\$255
Project Initial Kick Off Meeting	2	3	2	0	0	0
Task Order kick off Meeting,(COGS PM & EST Key Staff) Assumed virtual	2	3	2			
Confirm Priorities/Critical Factors, ID Roles/Responsibilities, Communication Protocol, ID Key Stakeholders,						
Determine Project meeting schedule, budget, progress reports, invoices, and deliverables						
Document Review and Information Collection	6	33	0	0	0	0
Collect and review of existing, state, Garfield County and COGS plans	6	21				
Identify elements/components that will be applicable for discussion/integration/reference		12				
Research applicable laws and regulations pertaining to evacuation authority						
Research best practices of Traffic Emergency Evacuation Plans - Optional						
Public Outreach Stakeholder/Project Meetings	37	116	25	8	10	5
Schedule meeting location venues and times (led by COGS, supported by EST)-2 meetings per identified groups (6 groups)		6				
Help prepare meeting presentation materials - agenda and questionnaire with appropriate hands-outs and PowerPoint slides	5	16			10	
Co-facilitate meetings, collect meeting minutes, action items and follow up (assume blended team)	20	40	10			5
Prepare meeting minutes, action items, and action item tracking for distribution	8	32	10			
Schedule and conduct up to 4 one-on-one meetings as necessary (virtual)		6				
Prepare technical memorandum summarizing outreach activities for inclusion into final report	4	16	5	8		
Develop Glenwood Springs Traffic Emergency Management Plan	4	78	25	0	0	0
Key elements as described below:						
Compile and review data/information collected through previous tasks		4				
Identify potential significant fire, police and public works emergencies in coordination with city police, fire, public works and engineering		12				
Determine key traffic management locations and needs for evacuations and police events within the jurisdiction of the Glenwood Springs Rural Fire Protection District		6	25			
Training and equipment needed for intersection management and communication		6				
Evacuation of vehicular storage and staging areas. Management of those areas		8				
Communication needs and protocols		10				
Develop neighborhood plans if needed - Assumed 1 Plan	4	20				
Identification of potential safe zones, areas of refuge, shelters, and opportunities to shelter in place.		8				
Coordinate with city staff to review and expand the existing city resource list as well as outside vendors.		4				
Overall COGS Traffic Emergency Management Plan - FINAL	11	76	16	8	55	6
Develop and submit a draft of new COGS Traffic Emergency Management Plan	8	50	16		50	4
Receive and address stakeholder comments and prepare final draft	1	16			5	
Submit final draft to COGS PM for review	1	1				
Receive and address comments	1	8				
Submit final report to COGS PM, in PDF format and hard copy format, for dissemination to stakeholders		1		8		2
Project Administration and Management	10	18	0	0	0	0
EST will attend semi-monthly task order and progress meetings (assumed virtual) with COGS PM to monitor scope, schedule, and budget	6	6				
EST will submit monthly invoices in COGS format and comply with any other COGS administrative requirements	4	12				
*Admin hours are for assumed 6 month overall duration						
Labor Hours	70	324	68	16	65	11
Cost	\$16,800	\$43,740	\$14,960	\$1,920	\$6,500	\$2,805
	\$86,725					
Other direct charges-mileage and hotel	\$1,500					
Grand Total	\$88,225					



Appendix C: Resumes of Key Staff

Saeed Sobhi, PE, MSCE

Co-Project and Contract Manager



Education

- M.S. Civil Engineering, University of Colorado at Denver (UCD) 1993
- B.S. Civil Engineering, UCD 1991

Industry Experience

31 Years

Time with Firm

6 Years

Certifications

Professional Engineer
Colorado, 29897

Saeed is an innovator and visionary, with 25 years of experience with the Colorado Department of Transportation (CDOT), and 6 years with EST. Saeed's experience spans transportation planning, project design and delivery, transportation system management and operations, incident management, traffic engineering, and asset management and maintenance. His primary interest and emphasis are Transportation System Management and Operations (TSM&O), and application of technology in Transportation. As CDOT's statewide Intelligent Transportation Systems (ITS) Manager, Saeed was responsible for a \$40 Million annual program, including capital investment, capital replacement, and M&O. During his time as the Statewide ITS Manager, he oversaw a three-fold expansion of the ITS program, and managed nearly \$1.5 Billion in ITS, Traffic Signal, and Ramp Metering assets. Saeed actively collaborated with senior management and stakeholders, and created new programs, standards, policies, and procedures to align the ITS program with statewide priorities and the industry trends and ensure consideration of TSM&O and ITS in project planning, design, and delivery. Examples include a new, statewide Traffic Signal and Ramp Metering program, implementation of an asset management system, a connected and automated vehicle program, a fiber optic management program, and a computerized process to facilitate systematic consideration of ITS and systems engineering in all projects.

As CDOT Regional Traffic Operations Engineer, Saeed oversaw planning, design and implementation of many innovative projects and programs. Examples include a comprehensive Traffic Incident Management Program covering key transportation corridors, Smart Work Zones, and I-70 Mountain Corridor Continuous Flow Metering of traffic.

At EST, Saeed has managed many innovative projects involving planning, Traffic engineering and safety studies, ITS, fiber asset management, concept development and project prioritization, and intersection design

Representative Experience

Planning and Program Management

CDOT/ITS Manager and Regional Traffic Operations Engineer

Saeed developed strategic plans and work plans; created multi-years programs of projects through collaborative processes; developed project and program level funding requirements; and communicated effectively with executive management, planning organizations, and partnering agencies. In addition, he led or participated in the development of standards and specifications, performance measures, workflow processes and standard operating procedures.

Statewide Traffic Operation Center (TOC)

As CDOT ITS Manager, Saeed was responsible for maintenance and operation of all physical assets of the TOC, as well as continuous upgrades and integration of the custom System Control/Operating Software, called the Colorado Transportation Management Software (CTMS), development of standard operating procedures for



Areas of Expertise

- Planning
- Program Management
- Project Management
- Traffic Analysis & Studies
- Traffic Operations
- Intelligent Transportation Systems
- Traffic Incident Management
- Asset Management/Maintenance
- Traffic Engineering
- Civil Engineering
- Public-Private Partnership
- Stakeholder Involvement

Saeed Sobhi, PE, MSCE (continued)

the TOC staff, and policies related to the use of video and variable message signs (VMS). Examples of projects are: a complete renovation of the TOC, including the video wall, work areas, HVAC, etc.; and integration of 3rd party software into the CTMS to enhance video management and traffic/incident management capabilities, which included training for TOC staff.

Projects

US 36, I-25 North and I-70 Mountain Express Lane (Peak Period Shoulder Running) Tolled Facilities

As the ITS Manager, and in collaboration with CDOT Regional staff and other stakeholders, Saeed and his staff guided the planning, design, construction, testing and acceptance of the ITS infrastructure; development of concept of operations and standard operating procedures; and development of the Active Traffic Management System (ATMS) control software. He also formulated long term resource requirements for maintenance and operations.

I-70 Mountain Corridor Connected Vehicle (CV) Pilot Project

Saeed managed a collaborative process involving multiple stakeholders to develop a proposal in response to the USDOT's RFP. The proposed project addressed the unique needs of CDOT's top priority corridor. Stakeholders included public agencies, private sector partners, law enforcement, FHWA, various planning organizations and CDOT Regions and HQ. This project was identified as one of CDOT's high priority projects and moved into the design and implementation phase. Saeed was a key member of the consulting team supporting the CDOT-Panasonic partnership implementing the I-70 CV project.

Use of Innovation and technology on the I-70 Mountain Corridor

Over several years, Saeed led the development and delivery of many complex and innovative projects and programs on the I-70 Mountain Corridor, to improve mobility and safety. Examples are a unique Continuous Flow Metering system at the Eisenhower Tunnel; active work zone management, including a smart work zone system for the Twin Tunnel Expansion Project; the Reversible Lane feasibility study; Traffic Incident Management Plans; and a Chain Station project which nearly doubled available space on the corridor.

Traffic Incident Management and Coalition building

As CDOT's Regional Traffic Operations Engineer, Saeed led the development and implementation of several Traffic Incident Management Plans (TIMP) on the two main Interstate highways in Colorado, i.e., I-25 and I-70. These TIMPs included innovative strategies that considered the adjacent roadway system, geography and weather conditions, needs and resources of adjoining communities, etc. To ensure successful implementation and continued collaboration and improvement, Saeed led the creation of working groups consisting of key stakeholders, who met routinely. Saeed convened and facilitated these meetings.

Public-public and public-Private partnerships

Saeed's experience includes major partnerships to expand and maximize the use of the fiber optic network in Colorado. These resulted in an extensive nearly 1000 mile fiber network, shared by all partners to enhance transportation safety and mobility, as well as public access to broadband to enhance video management and traffic/incident management capabilities, which included training for TOC staff.



Education

B.S., Criminal Justice,
Metropolitan State College,
Denver, CO 1991

Industry Experience

29 Years

Years with EST

1 Year

Certifications/Training

Public Information Officer

Police Executive
Development Program

IACP Center for Police
Leadership – Leadership in
Police Organizations

Department of Homeland
Security – WMD Command,
Field Awareness &
Operations

FEMA – ISC 100, 200, 300,
700, 800

National TIM Responder
Training

FEMA - Event Security
Planning

Strategic Highway
Research Program
(SHRP2) Forum training

Colorado Division of Fire
Safety – NIMS Training

Northwestern University –
Police Staff and Command
Course

Richard Duran

Traffic Operation and Construction Specialist

Rich is a Traffic Operations and Construction Specialist for EST. Rich brings more than 29 years of diverse leadership, planning, security, traffic incident management, event planning, incident command, operations, first responder, and law enforcement background to EST. From 2005-2019 years, he served as a Troop Commander for the Colorado State Patrol (CSP) in Glenwood Springs. His responsibilities included directing, planning, organizing the operations of a patrol troop. Duties involve direct oversight of members patrolling state highways. He supervised a team of approximately 55 employees and four field offices in a five-county area, including Garfield County. Rich also led, managed, planned, prepared, and executed all special events in his assigned area as well as other multi-discipline statewide events. These events involved many hours of collaboration with stakeholders and decision making to complete a successful and safe event. He is skilled in Incident Command and Operations, Traffic Incident Management, Emergency/Incident Response, Planning, leadership, and Public Information.

Project Experience within Last Five Years

Garfield County Traffic Incident Management Plan – 2022 - EST

Denver Metro Region Traffic Incident Management Plan – 2022/2023 - EST

Eagle County Traffic Incident Management Plan – 2019 - CSP

Summit County Traffic Incident Management Plan – 2019 - CSP

Garfield/Eagle/Pitkin Mud and Debris Flow Incident Action Plan – 2019 - CSP

Colorado State Patrol

CSP Troop 4C Commander: 2005 - 2019

As a Troop Commander he led and ran a patrol troop along the I-70 Mountain Corridor. His primary function was to create a safe and secure environment in Colorado as well as mentor, train, and develop team members. In addition, he focused on public and traffic safety. Planning, documenting, managing, and reporting strategies of effective traffic management and saving lives his primary focus. Utilizing traffic volume and crash data, maps, community and stakeholder input was paramount to the success on reducing traffic related injuries and fatalities and traffic management. These events also included traffic incident planning and management. Rich provided leadership and direction in all aspects of traffic incident management. He collaborated formally and informally with municipal, county, and state leaders frequently to build trust and respect for his troop and the entire Colorado State Patrol. He has a tremendous amount of knowledge in traffic incident management and operations, event planning, leadership, security, and law enforcement duties.

Emergency Management/Traffic Management/ Public Process and Input Experience 2005-2019

His duties as Incident Commander/Deputy Commander/Operations Chief/Planning Chief, supervisor included the following: motorcades for the Vice President of the United States Cheney (I/C 2005, 2008), the President of Iraq (I/C 2006), Vice President Biden (I/C 2010, 2011, 2013, 2016), First Lady Obama (I/C 2012). Deputy IC for the 2015 World Alpine Skiing Championships to include the planning group lead for transportation/traffic/operations/parking. Operations Commander/route director for the US Pro Cycling Challenge (2011-2013) to include planning and route management throughout all the stage races in Colorado, Deputy I/C for the Rainbow Family Gathering (2006), Agency Rep. for ESPN's Winter X-Games (2002-2018) with a transportation and traffic focus, the Conference of Chief Justices and Court Administrators in Vail (I/C 2010). Coal Seam Fire in Glenwood Springs (I/C 2013) and the Lake Christine Fire in Basalt (I/C 2018). Helped to revised TIM Plan for the Glenwood Springs Canyon, Incident Commander and Planning Chief for multiple bicycle, and triathlon event focusing on traffic management.



Education

M.S., Structural Engineering, University of California, Berkeley, 1994

B.S., Civil Engineering, University of Colorado Boulder, 1992

Industry Experience

29 Years

Years with EST

1 Years

Certifications

Professional Engineer
Colorado, 32606

Memberships

MOVE Colorado
ACEC

Paul Jesaitis, PE

Project Manager / Principal-In-Charge

Paul is the Colorado Regional Director for EST. Paul brings more than 29 years of diverse leadership, planning, maintenance, operations, design, and construction background to EST. For the previous 6 years, he served as the Colorado Department of Transportation (CDOT) Region 1 Transportation Director where his responsibilities included managing all aspects of the state highway system in Region 1, which encompasses the 8-county Denver Metro area and its 3 million residents. He is skilled in Project Management, Emergency/Incident Response, Construction Management, Policy, Planning, Public Information and Economic Development. Paul's experience includes responsibility for a large maintenance workforce which results in a unique understanding of how maintenance, operations and engineering intersect to create the best project.

Project Experience

Colorado Department of Transportation

CDOT Region 1 Transportation Director: 2015 - 2021

The position serves as a key member of CDOT's Senior Leadership Team. The Director is the principal strategist and steward of resources for Region 1. Provides visionary yet practical leadership, builds trust, and openly communicates to deliver credible and sustainable public service without compromising quality. Region 1 is comprised of eight counties including more than 50 different local government agencies. It's a multi-modal engineering, planning, roadway maintenance, and operations business. The Region's 800+ employees are responsible for planning, design, construction, maintenance, and operations and related functions of the state highway system. Primary Roles and Responsibilities include ensuring seamless delivery of Region 1's projects totaling over \$250+ million on an annual basis. Expertise in transportation planning, environmental processes, engineering design and construction, highway maintenance, and business functions.

Region 1 Deputy Director of Program Delivery: 2013 – 2015

Responsible for leading 300 interdisciplinary team members to deliver engineering projects. Engages and responds to local agency and other stakeholder concerns. Coordinates the planning process with the DRCOG MPO. On-time/On-budget delivery of the \$250 M + annual engineering program. Resolve disputes and claims related to CDOT construction projects.

Program/Project Experience 1993-2021

Managed multiple projects including: Federal Blvd EA/FONSI widen Federal Blvd from Alameda to 6th (Project Manager), \$25M; I-25/Speer interchange modification, (Resident Engineer), \$15M; SH 58/44th Bridge Replacement (Resident Engineer), \$15M; US 6/Sheridan Bridge Replacement (Resident Engineer), \$15M; West Corridor Fastracks (Resident Engineer), \$750 M; SH 83/Castlewood Canyon Bridge Reconstruction (Project Engineer), \$3.3 M; SH 30, Quincy North Resurfacing, (Design Engineer), \$1.3M; I-25 Climbing Lanes Phase II (Project Engineer), \$34 M; I-25 Climbing Lanes Phase I (Asst. Project Engineer), \$23M; I-70, Airpark Road East (Project Engineer), \$28M; US6 Bridges Design/Build (Program Engineer), \$120M; I-25/Santa Fe (Program Engineer), \$150M; C-470 Design/Build (Program Engineer) \$270M; I-225 Mississippi to Parker (Program Engineer), \$60M.

Hamideh Etemadnia, PhD, PMP

Senior Transportation Engineer



Education

- PH.D., Environmental and Civil Engineering (Transportation Engineering Program), Southern Methodist University Dallas, TX, 2011
- Masters, Information Engineering University of Ryukyus, Nishihara, Okinawa, 2004
- Bachelors, Civil/Surveying and Geomatics Engineering, University of Tehran, Tehran, Tehran, 1999

Industry Experience

12 Years

Time with Firm

4.5 Years

Registrations

Ph.D.
Professional Engineer:
Colorado: #60626
Oklahoma: #33318
Texas: #143061
Michigan: #6201309988

Hamideh has 12 years of public, academic, and consulting experience that includes transportation modeling (macro, meso, micro), comprehensive engineering studies on projects of various sizes, traffic signal design, and traffic signal timing. As the Travel Model Manager at the Denver Regional Council of Governments (DRCOG), she conducted development, maintenance, and operation of the Regional Focus 2 Activity-Based travel model, including model calibration and validation. She is also familiar with the Federal Highway Administration (FHWA) Office of Natural Environment tools to estimate Air Quality improvement following the Congestion Mitigation and Air Quality Improvement (CMAQ) Program. Hamideh also has in-depth knowledge of traffic operations and safety analysis, simulation, and modeling tools, and their application to concept development, evaluation, and prioritization.

Hamideh is also a skilled and certified Project Management Professional (PMP), and she follows the PMP methodologies in her project management practice. She clarifies the scope items to avoid rework, and she closely manages the project to stay on budget and schedule. She develops resource calendars to allocate adequate resources to tasks according to the schedule, and she carefully documents any change request that will affect the scope, budget, and schedule of the project.

For every project, she commits to effectively communicate the client and designated stakeholders any findings, issues, and identified changes — from the project inception to its close.

Project Experience

Activity Based Travel Demand Modeling, DRCOG Denver, CO (2014 – 2017)

As Project Manager, Hamideh supervised and oversaw the strategic development of the Travel Model Team, including technical management. Her responsibilities included oversight, development, maintenance, and operation of the regional activity-based travel model, including model calibration and validation. Hamideh was also responsible for developing the annual budget for the travel model team. At this position, she developed and controlled the scope, schedule, and resources to accomplish the deliverables on time and budget. She monitored the process and performed quality control on the model components and documented the log of all changes to the model. Hamideh worked closely with partner agencies (CDOT and RTD) and member jurisdictions on the use of the travel model and developed a strategic approach to its region-wide use. She oversaw travel modeling / forecasting analyses for transportation projects, corridor and other special studies, and data and technical support for local modeling efforts.

Travel Demand Modeling | CDOT Region 4, CO (2020)

EST, in collaboration with Stolfus and Associates as the prime consultant, provided modeling services for CDOT Region 4 to evaluate the improvements at the US-34 & Weld County Road 17 intersection, envisioned to be grade separated. Hamideh was the project manager and the Travel Demand Modeler on this project. The task involved travel demand modeling and forecasting, interchange alternative developments, and detailed traffic operation analysis to determine a preferred interchange configuration and footprint. This study required macro and micro simulation modeling. The macro travel demand modeling involved North Front Range MPO (NFRMPO) travel demand model review, base year and future horizon year traffic forecast, and horizon year alternative forecast.



Education

- Computer Science and Mathematics, Metropolitan State College

Industry Experience

45 Years

Time with Firm

2 Year

Certifications

Fiber Optic Design and Implementation;

Fiber Optic Splicing and Termination;

Hirschmann Etchant Network Design and Implementation

Bill Kascek

Intelligent Transportation Systems (ITS) Designer

Bill has the in-depth knowledge, skills, and wisdom that 44 years of “on-the-job” experience brings. During this time, his work has included the design and implementation of communication network designs (including fiber) and ITS, as well as Highway Transportation Engineering and Traffic Operations and Safety. He brings broad expertise in network design, with a focus on fiber optics, Synchronous Optical Networking (SONET), and Ethernet network designs. As a Project Manager and Project Engineer, he is experienced in project budgeting, oversight and contractor payments. Bill started his career with 19 years of highway experience in traffic signal design, roadway signing and striping, roadway design reviews, and access control reviews.

Project Experience

Central 70 Design Build Network and Fiber Optic Project Design, CDOT-Denver, CO

ITS Project Manager.

This is a 12-mile reconstruction project extending through multiple metropolitan cities, and includes both roadway widening and new toll lane construction. As part of the project an entirely new Intelligent Transportation Systems system was planned and included Roadway ITS and Electronic Toll devices. Bill was Project Manager for 3 of the major efforts within the project, fiber optical design, optical network design and Dedicated Short-Range Communication Radio design. Along with the Central 70 corridor project the optical network design would encompass the entire Metro-wide area for data communications. A combined total of seven communications node buildings and CDOT data centers were included in the project along with one new node building to be designed and built. With a major part of the project within the City and County of Denver, the city's local intersection traffic signal system was being redesigned. Bill oversaw the fiber optic and network communications design for the impacted intersections included in the project.

Construction and Fiber Optic Projects, CDOT-Denver, Colorado

Consultant Construction Project Manager for CDOT's Colorado Transportation Management Center (CTMC) Branch.

Bill participated in all construction project design meetings from the scoping level through the final review of project award level plans. His reviews included the adherence of CDOT policies and standards for fiber optic and Ethernet network designs. He also provided assistance to both CTMC personnel and consultants on CDOT policies and procedures. Following the contract award, Bill attends the project construction meetings process to aid CDOT project personnel and project contractors in solving project issues to ensure project timelines are met. Bill also operates as the On-Site Representative on all major fiber optic cable damage incidences to help expedite repairs while utilizing the resource at hand. Other responsibilities have included designating the statewide CDOT fiber optic cable strands for use in project designs and conducting all optical fiber testing 130nm and CWDM optic networks for the CTMC. Additionally, as a Technical Representative to CDOT's Region 1 Traffic Signal unit, Bill reviews project plans and troubleshoots field construction issues.



Education

- B.S. Mechanical Engineering, University of Colorado Boulder

Industry Experience

5 Years

Years with EST

<1 Years

Lane Sanders

Graphic Designer

With a background in Mechanical Engineering, Lane is a talented graphic designer providing solid modeling, graphic design, and animation for EST. He is proficient in design software such as the Adobe products and is learning InfraWorks and AutoCAD.

Project Experience

Computer Aided Designer

Trainworx Inc.

Lane designed licensed products through the Daimler, Freightliner brand. This included making products that were 1/160th scale models and models to be created in Solidworks to be injection molded.

Graphic Designer

Trainworx Inc.

Using Adobe programs, such as Illustrator, Lane created paint schemes for tractor and trailer scale models.

Software Projects Proficiencies

- 3D & 2D Modeling
- Video Editing
- Animation
- Keyframing
- Rendering
- Object Animation
- Adobe Premiere Pro
- Adobe Illustrator
- Blender
- Unreal Engine
- iMovie
- Microsoft Office
- Affinity Photo
- Affinity Designer
- Solidworks



City Council
STAFF REPORT
City of Glenwood Springs
May 4, 2023

Agenda Item: Award for Request for Qualification 2023-23Q 19 Single Phase Transformers

Action Requested:

Department: Public Works

Presented By: Matthew Langhorst

Strategic Goals: Preserve and Improve Infrastructure

Background Info: The City of Glenwood Springs Electric Department has completed multiple transformer requests for qualification (RFQs) in 2023. A portion of the transformers already ordered will go into stock so that the department has an assortment of available equipment if equipment fails and some will go to development projects. The 12 single phase transformers within this order are all for development projects in the city and are being paid for directly by those projects. The other 7 at 25kva are for the Red Mountain South undergrounding project, budgeted at \$50,000. The bids for the 19 transformers came in between \$60,782 and \$230,465. The low bid was an incomplete bid. They did not provide pricing for 7 of the 19 transformers and they quoted a 142 week delivery time. The second low bid at \$70,123 provided pricing for all of the transformers, but their delivery date of mid 2024 is not a delivery date, but a start of production date. Thus, they did not fulfill the delivery date section of the bid, we are considering the bid non-responsive. The third lowest bid was also an incomplete bid at \$78,300. This company did not provide pricing for all of the transformers and their delivery date was set out at 60-64 weeks. The fourth lowest bid was MVA at \$121,433.10 with a delivery date of 20-24 weeks.

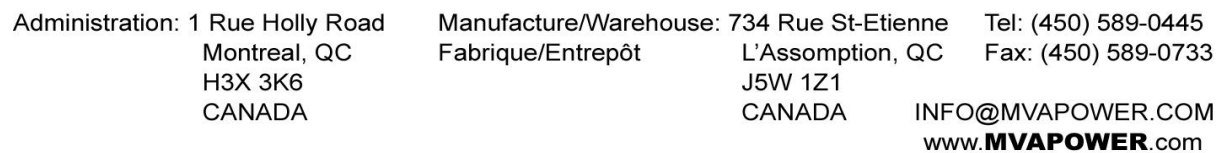
In the past, bids received did not have such a large spread in delivery dates and pricing, this process was more cut and dry and deciding to use the low bidder was generally the direction ordering occurred. With so many companies not fulfilling the bid request, with the timing from 64 to 142 weeks on some of the bids, pricing is becoming less important to the city and the developers. Timing on delivery, knowing we have equipment in stock if we need it for emergencies and having a consistent company to work with are driving the decision making process. These developments cannot wait for over a year or two to have a transformer delivered, thus staff is recommending awarding this RFP to MVA. MVA did not take any exceptions to the RFQ language and they are providing the standard 12 month warranty. Also to note, a majority of the bids do not allow a partial award, so it is not possible to choose one company for certain units and another for other units. Companies bid on these RFQs based on quantity and we see a discount on larger orders.

Issues: None at this time.

Fiscal Impact: All of the transformers on this bid are for developments around the city and are being paid for by those developers. Thus, there is no fiscal impact on the city as this is a pass-through expense.

Legal Review: None at this time.

Staff Recommendation: Award for Request for Qualification 2023-23Q 19 Single Phase Transformers to MVA for \$121,433.10 per Staff Report.



DATE : **26/04/2023**
Version 0

TO:



Request for Quotations 2023-16Q
Three Phase Transformers

Buyer:
City of Glenwood Procurement Department
101 West 8th St / Glenwood Springs, CO 81601 / ryan.muse@cogs.us

Request for Quotations 2023-23Q Single Phase Transformers

OUR REFERENCE : MVBA23074

		QTY	UNIT PRICE \$ USD	TOTAL PRICE \$ USD
	Pole mount Transformers			
1	15 KVA 1ph Padmount 240/120	5	\$5,700	\$28,500.65
2	25 KVA 1ph Padmount 240/120	7	\$6,125	\$42,872.97
3	75 KVA 1ph Padmount 240/120	5	\$6,781	\$33,905.10
4	100 KVA 1ph Padmount 240/120	2	\$8,077	\$16,154.38
	Total			\$121,433

All net unit prices in USD, taxes not included valid for 30 days
Delivery term: On site
Delivery time: 24-28 weeks after drawings approval
Warranty: 12 months.
Packing: Standard packing of the Manufacturer
Our offer is based on purchase of all transformers. Partial purchase is not accepted.
Please do not hesitate to contact us if any questions or more informations are needed.
Thank you for continuing to have us as your supplier.

Babcar Lo, Ing
Project manager

MVA				
Specification for the Three Phase Pad Mounted Transformer				
KVA Rating	15KVA	25KV	75KVA	100KVA
QTY	5	7	5	2
Type	Loop-feed, dead front			
Tank Color	Manufacturer's green(Munsell 7.0 GY3.29/1.5)			
Standard	ANSI			
H.V.	13200 volt grounded Y/7620 volt		13200 volt grounded Y/7620 volt	
L.V.	240/120		240/120	
Kind of Installation	Outdoor Type, Pad Mounted			
Frequency	60HZ			
No. of Phanse	1			
Working Temperature	±40°C			
Temperature Rise	65°C			
Altitude	1000M			
Winding Material	Aluminum			
Core Material	Silicon steel core or amorphous			
Mininum Impedance(85 °C)	As per ANSI			
Oil	Mineral oil			
Cooling Type	O/A			
Tapping Range	Tap to be included or not as per customer request			
BIL(HV)	95KV			
BIL(LV)	15KV			
Insulation Class of HV	15KV			
Insulation Class of LV	1.2KV			
NLL(W)85 °C	As per DOE 2016	As per DOE 2016	As per DOE 2016	As per DOE 2016
LL (W)85 °C	As per DOE 2016	As per DOE 2016	As per DOE 2016	As per DOE 2016
Total Loss(W)	As per DOE 2016	As per DOE 2016	As per DOE 2016	As per DOE 2016
Loss Tolerance(DOE2016)	No more than 10% for no-load losses, 6% for total losses			
Minimum Efficiency	As per DOE 2016	As per DOE 2016	As per DOE 2016	As per DOE 2016
Max. Winding Temp.	65 °C			
Max. Temp. Rise of Top Oil	60 °C			
Hottest spot	80 °C			
No.of H.V. Bushing	2			
L.V. Bushing	Four hole spade			
Load break switch	Four position switch			
Grounding Lugs	ANSI 1/2"-13 UNC Tapped hole			
Accessories	As per specifications and ANSI			
Warranty	1 year			

CERTIFICATE OF REGISTRATION

This is to certify that the management system of:

MVA Puissance Inc / MVA Power Inc

Main Site: 734 rue Saint Étienne,
L'Assomption, Québec, J5W 1Z1, Canada

has been registered by Intertek as conforming to the requirements of:

ISO 9001:2015

The management system is applicable to:

Design, manufacturing and supply of structures for the power transmission, power distribution, power substations, telecommunications, and light rail networks; design, manufacture and supply of equipment, materials and components for the high voltage and medium voltage power networks, light rail and fiber optic networks individually or for turnkey packages.

Certificate Number:
0097401

Initial Certification Date:
19 December 2019

Date of Certification Decision:
18 November 2022

Issuing Date:
18 November 2022

Valid Until:
18 December 2025



intertek



A handwritten signature in black ink.

Calin Moldoveanu
President, Business Assurance

Intertek Testing Services NA, Inc.
900 Chelmsford Street, Lowell
MA 01851, USA





1 Rue Holly
Montreal, PQ, H3X 3K6
Tel: 450-589-0445
Fax: 450-589-0733
Email: Info@MVAPOWER.qc.ca

MVA Power Inc.. QUALITY MANUAL

Montreal, QC Operations

NOTE: EXCEPT AS MAY BE OTHERWISE PROVIDED BY CONTRACT, THIS QUALITY MANUAL IS THE PROPERTY OF MVA Power Inc.. THIS DOCUMENT IS ISSUED IN STRICT CONFIDENCE AND SHALL NOT BE REPRODUCED, COPIED OR USED AS THE BASIS FOR MANUFACTURE OR SALE OF PRODUCT WITHOUT PERMISSION.

Revision Number	Effective Date	Revision Description
0	1-30-2008	Original issue

APPROVALS

NAME	FUNCTION
Marc Hadid, Eng. (Electrical Engineer)	President MVA Power Inc.
Charly-Marc Hadid, Eng. (Industrial Engineer)	V.P. Sales & Marketing MVA Power Inc.
Ismail Ghunir	Quality Manager MVA Power Inc.
Benjamin-Avi Hadid	Shipping & Warehouse Manager MVA Power Inc.

INDEX

- 1.0 Management Responsibility
- 2.0 Quality Systems
- 3.0 Contract & Specification Review
- 4.0 Design Control
- 5.0 Document Control
- 6.0 Purchasing
- 7.0 Control of customer supplied material
- 8.0 Product Identification & Traceability
- 9.0 Process Control
- 10.0 Inspection & Testing
- 11.0 Control of Inspection, Measuring and Test Equipment
- 12.0 Inspection & Test Status
- 13.0 Control of Non-conforming Product
- 14.0 Handling, Storage, Packaging, Preservation & Delivery
- 15.0 Control of Quality Records
- 16.0 Internal Quality Audits
- 17.0 Training
- 18.0 Servicing Manufactured Goods

1.0 MANAGEMENT RESPONSIBILITY

1.1 Quality Policy

The quality policy is to achieve and maintain customer satisfaction for all our products and services. Policy objectives are as follows:

- assure that products and services are *right the first time*
- deliver products and services on time to both internal and external customers
- minimize all scrap and waste

2.0 QUALITY SYSTEM

The quality system described in this manual is designed to meet our customer's needs in terms of product quality, on-time-delivery, customer service and product performance.

3.0 CONTRACT and/or SPECIFICATION REVIEW

3.1 General

Most purchases are made on a "commercial" basis without a specific CONTRACT or SPECIFICATION. Those purchases made on a CONTRACT and/or SPECIFICATION basis are handled as indicated below.

3.2 Review

If are purchased in accordance with a CONTRACT or SPECIFICATION, a preliminary review is conducted by sales to determine if there are any special or non-standard requirements. If so, the CONTRACT or SPECIFICATION is forwarded to DESIGN, MANUFACTURING ENGINEERING and QUALITY ASSURANCE for comment which may include

- expected product performance relative to customer requirements (including supporting test reports)
- cost of any non-standard testing
- time required to execute any non-standard testing
- cost of any non-standard packaging
- exceptions or clarifications to requirements contained in the CONTRACT or SPECIFICATION

3.3 Amendment to Contract

After MVA Power Inc.. accepts a firm order from a customer, amendments to the CONTRACT or SPECIFICATION

may still be necessary in cases where:

- the needs of the customer change sufficiently to alter the terms of the contract
- MVA Power Inc.. encounters unexpected delays in providing the product

3.3 Records

A record of review and response to the CONTRACT and/or SPECIFICATION is maintained in the Engineering Project File. Each project is assigned a project number (e.g. VAXxx).

4.0 DESIGN CONTROL

4.1 General

The need for a design and development project arises when:

- MVA Power Inc.. decides to enter or create a new market of products
- the customer requests MVA Power Inc.. to manufacture an unproven design

4.2 Design and Development Planning

Design and development projects have three distinct stages:

4.2.1 Market Analysis

An analysis is performed to determine current and future market conditions.

4.2.2 Proposal to R & D Committee

Based on market analysis, a decision is made on whether or not to prepare a proposal to present to the R & D Committee. The R & D Committee is comprised of top management, product managers and technical managers. The R & D Committee determines whether the proposal should become a formal project.

4.2.3 Project Monitoring

Project activity and status is reviewed each quarter in the R & D Committee meeting.

4.3 Design Input

Design input is all the information needed to design a product. This could include one or more of the following:

- environmental conditions where the product will be installed
- product performance requirements as stated by the customer
- correspondence between the customer and MVA Power Inc. concerning design
- any industry imposed standards
- any statutory or regulatory requirements

4.4 Design Output

Design output is the translation of customer or market product requirements into a product design and predicted performance. The design must be consistent with MVA Power Inc.'s manufacturing capability, thus facilitating the transition to manufacturing a prototype and ultimately a production run. The design output should:

- be verified against design input requirements and validated
- contain acceptance criteria (testing)
- identify characteristics that are crucial to safe and proper handling or use
- be reviewed and approved before release to manufacturing and sales

4.5 Design Review

Design reviews are conducted by the R & D Committee on a quarterly basis. Records are maintained in the form of meeting minutes.

4.6 Design Validation

Design validation is used to assure that the final design satisfies the Design Inputs and Design Outputs. Design validation includes testing of the final product design to assure that the design satisfies the defined performance criteria.

4.7 Design Change Request

The need for a design change may be identified by one or more of the following:

- customer
- Application Engineering
- Design Engineering
- Manufacturing Engineering
- Manufacturing
- Materials
- Quality Assurance

4.8 Design Change Control

Design Engineering is the only function approved to document, review and approve changes. Records of change are maintained in Project Files and detailed on drawing revision notes.

5.0 DOCUMENT CONTROL

5.1 General

Documents are controlled to ensure that:

- information is easily accessible at appropriate locations
- only current revisions of documents are in use at all times
- obsolete documents are discarded

Two document control systems are utilized:

- LAN (local area network) based system
- Paper controlled system (limited use)

Complete system description is done according to customers requests & specifications for Doc Control (if applicable). In other cases, MVA Power keeps documents secure in paper & electronic copies for easy access when needed (i.e. MRB – Material Requirement Book or Project Book).

5.2 Document and Data Approval & Issue

5.2.1 Approval

All documents and data are approved and reviewed for adequacy by authorized associates, or their delegate, prior to release.

5.2.1.1 LAN Controlled Documents

Electronic media documents are approved using the LAN document control system.

5.2.1.2 Paper Controlled Documents

Paper controlled documents are approved by the author, or person currently performing that function.

5.2.2 Issue

5.2.2.1 LAN Controlled Documents

LAN documents are kept in a secure location on the LAN which is accessible by MVA Power Inc. associates, for use when needed. Hard copies on LAN documents can be printed; but, a watermark will appear on those hard copies indicating “valid only (date of print)”.

5.2.2.2 Paper Controlled Documents

Paper documents are controlled and issued by the originator, or person currently performing that function.

5.2.3 Current Revision Status

The LAN document control system includes a document index. This index identifies each document with the appropriate status, as follows:

- document number assigned
- document routing for approval
- approved
- obsolete

5.3 Document and Data Change

Document and data changes are reviewed and approved by the function that approved the original document.

6.0 PURCHASING

6.1 General

Purchasing of raw material, semi-finished goods and finished product for resale is based on reference numbers, referred to as “item numbers”. Item numbers are set-up, maintained and controlled by the Engineering Department. The item number master includes the name of qualified supplier(s), the appropriate drawing number and any special instructions that need to be communicated to the supplier on the PO.

6.2 Supplier Evaluation

Suppliers of critical products are evaluated to ensure that they are capable of meeting MVA Power Inc. requirements.

6.2.1 Evaluation Methods

MVA Power Inc. qualifies major suppliers by means of review of their ISO9000 certificate, QA Manual, Reference list & contacts or a visit to the supplier’s facility. A new or existing supplier must submit samples for “1st article” approval on any article manufactured for the first time. Following 1st article approval, that article/supplier is qualified.

at MVA POWER INC.. evaluates each supplier’s capability by means of product receipt inspection on least the first four consecutive receipts after 1st article approval.

MVA POWER INC.. evaluates major supplier’s quality systems by means of a visit to the supplier’s facility and by the review of their quality manual & NCR Reports on similar project scopes.

6.3 Purchasing Data

Suppliers are sent a purchase order that precisely identifies the material being ordered. This may include one or more of the following:

- product description
- supplier or customer’s drawing number (contains technical and quality requirements)
- special manufacturing requirements
- material description

On certain critical products, suppliers are provided with a Material Specification which contains a complete description of technical and quality requirements.

6.4 Purchase Order Approval

The planner/buyers have the authority to purchase existing items from existing suppliers. New suppliers of existing items or new items are evaluated as previously described. New raw material items are reviewed to assure conformance to necessary technical and quality requirements prior to authorization to add the item to the purchasing data base.

6.5 Verification of Materials at Point of Manufacture

MVA POWER INC.. does not normally perform verification of materials at the supplier’s manufacturing facility.

7.0 CONTROL OF CUSTOMER SUPPLIED MATERIAL

MVA Power Inc. does not currently use customer supplied material. If such activity developed, the Materials Manager is responsible for documenting and implementing the appropriate procedures.

8.0 PRODUCT IDENTIFICATION AND TRACEABILITY

8.1 Identification

Product is identified at receipt and at all stages of production, delivery and installation.

8.1.1 At Receipt

All raw materials, semi-finished goods and finished goods for resale are identified according to MVA Power Inc or client requirements, as specified on drawings and/or item master detail.

8.1.2 During Production

All sub-assembly components and all finished assemblies are identified with a unique manufacturing number. This identifying number travels with the components throughout manufacturing.

8.1.3 Finished Goods Inventory, Delivery and Installation

At a minimum, each finished assembly is identified with the MVA Power Inc. catalog number.

8.2 Traceability

On every contract, traceability from receipt thru manufacturing to finished goods is rigidly controlled. Receipts are traceable to a specific project number, PO number or item description.

Production lots are stored-in and shipments are traceable-to specific inventory locations; but one or more production lots may be in the same inventory location.

9.0 PROCESS CONTROL

9.1 Planning and Work Instructions

Discrete job travelers accompany each production lot throughout its manufacturing cycle. The Discrete Job Traveler provides the order of operations and work instructions for each operation.

9.2 Special Processes

Special processes (where applicable) include Magnetic Particle Inspection, Heat Treating and Welding. These processes are qualified, monitored and controlled as follows:

Magnetic Particle Inspection is performed by a trained and certified inspector.

Heat Treating is verified by mechanical test reports (T,Y,E) or hardness test reports.

Welding is done using qualified procedures, welding procedure specifications and certified welders.

10.0 INSPECTION AND TESTING

10.1 General

Inspection and/or testing is conducted at three critical process steps: Receiving, Manufacturing, Finished Production.

10.2 Receiving Inspection

All materials designated for use in product manufacturing and all finished goods purchased and designated for sale with MVA Power Inc. products are subjected to Receiving Inspection. The following types of materials are actually inspected:

- Any product from a new supplier
- Any new product from existing supplier
- Any product that is found defective during manufacturing
- Certain critical products

Articles are inspected according to various Receiving Inspection Checklists (BOL – Bill of Lading) and/or drawings.

Inspection includes verification of any required supplier certifications and in-house testing as specified in the Receiving Inspection Checklist. Receiving Inspection is conducted in a designated area. Items are moved from Receiving Inspection only upon authorization by the Receiving Inspection function.

10.3 Manufacturing Quality Control

Each manufacturing plant is responsible for product quality exiting that plant. A quality process flow chart is used at each plant. This flow chart details how quality is to be controlled and what quality records are to be made. A quality record is generated for each production lot at each

plant.

10.4 Final Inspection and Testing

Each completed production lot is submitted to Final Inspection. These lots are inspected based on requirements specified on drawings and in manufacturing instructions that are routed with each lot. In addition, Inspection Checklists detail inspection and test instructions for many types of products. A record of each inspection is maintained. The system for handling non-conforming product is described later in this manual.

11.0 CONTROL OF INSPECTION, MEASURING and TEST EQUIPMENT

11.1 General

Procedures to control, calibrate and maintain measuring and test equipment are documented.

11.2 Control Procedure

Inspection, measuring and test equipment are controlled by:

- selecting appropriate test equipment that is capable of the necessary accuracy and precision defined by the measurements that need to be made
- identifying all test equipment with a unique equipment number, calibration status, technician (or external service) that performed the calibration and next calibration date
- calibrating and adjusting at predefined intervals against recognized industry standards, or in the cases where no standards exist, documenting the basis of calibration
- documenting details of equipment type, unique identification, location, frequency of checks, check method, acceptance criteria, action taken when acceptance criteria is not met and records for all calibrations performed
- accessing and documenting the validity of test records produced from equipment that has been found to be out of calibration
- ensuring that environmental conditions are appropriate for calibration (both internal and external) and tests being performed
- assuring that proper handling and storage of equipment is appropriate to maintain accuracy and fitness for use
- where appropriate, safeguarding equipment hardware and software from inadvertent adjustments that would invalidate the calibration settings

If a measurement device is found to be out of calibration, the validity of prior inspection and test results is assessed as follows:

- The device is taken out of service immediately.
- The Quality Manager is notified of the finding.
- A review of the time frame and validity of previous measurements on product produced and tested with the suspect device is evaluated for risk by the Quality Manager.
- The QA Manager reviews the finding with Production, Engineering and Sales to determine whether any action is necessary, i.e. product hold, product retest, product recall.

12.0 INSPECTION and TEST STATUS

Inspection Status and Inspection data are documented at each manufacturing work center as part of the Quality At The Source system. Each operation, when complete, is “signed-off” on the manufacturing order (MO) by the operator at each work center. Inspection and Test Status is also documented at Final Inspection. Should all or part of a production lot fail inspection or test, such failure is noted on the manufacturing order and handled as described in another section of this manual.

13.0 CONTROL OF NON-CONFORMING PRODUCT

13.1 General

Non-conforming material is documented on a Non-Conforming Material Inspection Report (NCMIR). The NCMIR identifies the non-conforming material, documents the type of non-conformance and

provides for material review, disposition and corrective action.

13.2 Types of Non-conforming Product

Non-conforming product is identified as TYPE I or TYPE II. Quality Assurance Technicians are authorized to execute the review, disposition and corrective action on TYPE I non-conforming product. TYPE II non-conforming product is submitted to the Material Review Board (MRB).

13.3 Material Review Board

The Material Review Board (MRB) consists of the Manufacturing Team Manager, the Quality Team Manager and the appropriate Application/Design Engineer. The MRB must reach consensus regarding disposition and corrective action. In cases where the non-conforming condition does not effect function of the part, customer input may be requested and considered.

13.4 Disposition of Non-conforming Product

Disposition includes the following options:

- accept as-is
- rework and reinspect
- sort and remanufacture shortage
- scrap and remanufacture

13.5 Corrective Action

The NCMIR provides for determination of the root cause and specifies corrective action which may include such things as:

- retraining of manufacturing associate
- process capability studies
- modifications to drawings, drawing tolerances
- modifications to manufacturing procedures
- modifications to Quality At The Source procedures

14.0 HANDLING, STORAGE, PACKAGING, PRESERVATION and DELIVERY

14.1 Handling

All raw material, sub-assemblies and finished product are handled to prevent damage and deterioration. Large items are handled with fork lifts operated by associates with specific training and certification.

14.2 Storage

All raw materials are stored in designated and controlled warehouse locations to prevent damage and to facilitate inventory control. All in-process material is stored in staging areas behind the next process.

14.3 Packaging

Packaging and marking requirements are specified on the manufacturing order and supplemented by additional instructions on the packing request sheet known as the “pick”.

14.4 Preservation

Many components are sealed in bio-degradable waterproof plastic. The plastic bio-degrades after about six months of exposure to sunlight. Standard shipping containers are heavy duty water resistant cardboard.

14.5 Delivery

The method of shipment is determined on a “least cost” basis unless otherwise specified by the customer.

15.0 CONTROL OF QUALITY RECORDS

15.1 General

Quality records are maintained to demonstrate conformance of products and processes to specified requirements.

15.2 Types of Quality Records

Quality records include, but are not limited to, the following:

- Material purchasing records
- Receiving Inspection (Receipt Traveler)
- Supplier Certification of Conformance or Test Reports
- Inventory Control Records
- Manufacturing procedures
- Manufacturing quality records
- Quality Assurance inspection and test records

16.0 INTERNAL QUALITY AUDITS

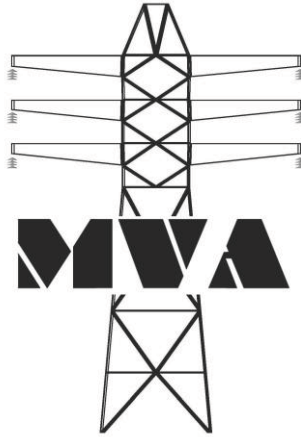
Quality at the Source is audited on a daily basis to ensure that plant quality records are reliable and complete.

17.0 TRAINING

All associates are required to complete a variety of training activities. A training record is maintained for each associate. Periodic audits are conducted to assure that each associate's training requirements are current and updated, if needed.

18.0 SERVICING MANUFACTURED GOODS

MVA POWER INC.. does not provide servicing to manufactured goods. MVA POWER INC.. does provide field service consultation upon customer request.



MVA POWER INC.

HEALTH, SAFETY & ENVIRONMENT MANUAL **An introduction to our HSE management system**

Version: 1011

October 2011

- 1.0 Management Systems
- 1.0 Contents
- 1.1 Introduction
- 1.2 Values
- 1.3 Health, Safety & Environmental Policy Statement
 - 1.3.1 Principles
 - 1.3.2 Aims
 - 1.3.3 Accountability and Responsibility
 - 1.3.4 Safety: Measures of Success
 - 1.3.5 Senior Management responsibilities
 - 1.3.6 Supervisor Responsibilities
 - 1.3.7 Employee Responsibilities
 - 1.3.8 Contractor Responsibilities
 - 1.3.9 Visitor Responsibilities
 - 1.3.10 Organization Chart
- 1.4 Our Key People
 - 1.4.1 President
 - 1.4.2 H&S Manager (Rep for OHSMS)
 - 1.4.3 Joint H&S Committee Members
 - 1.4.4 All Employees
 - 1.4.5 All Contractors
- 1.5 How our Management System Works
 - 1.5.1 Risk Management Approach
 - 1.5.2 Planning and Review
 - 1.5.3 System Documents
 - 1.5.4 Document Control
 - 1.5.5 Audits
 - 1.5.6 Improvements
 - 1.5.7 Human Resources
 - 1.5.8 Meetings
 - 1.5.9 Risk
 - 1.5.10 Communication Channels
 - 1.5.11 Joint H&S Committee Meetings
 - 1.5.12 Management Team Meetings
 - 1.5.13 Company Wide Email Notices
- 1.6 OHSAS 18001:2007 Clause Matrix
 - 1.6.1 OH&S Policy
 - 1.6.2 Planning
 - 1.6.3 Legal and Other Requirements
 - 1.6.4 Objectives
 - 1.6.5 OH&S Management Programs
 - 1.6.6 Structure and Responsibility
 - 1.6.7 Training, awareness & Competence
 - 1.6.8 Consultation & Communication
 - 1.6.9 Documentation
 - 1.6.10 Document and Data Control
 - 1.6.11 Operational Control
 - 1.6.12 Emergency Preparedness and Response
 - 1.6.13 Performance measurement and monitoring
 - 1.6.14 Accidents, Incidents, Non-Conformances, Corrective and Preventive Action
 - 1.6.15 Records & Record Management
 - 1.6.16 Audit
 - 1.6.17 Management Review

- 1.7 Industrial Hygiene Protocol
 - 1.7.1 General Policy
 - 1.7.2 Standard Policy And Implementation
 - 1.7.3 Occupational Health Standards
 - 1.7.4 The Behavioral Model:

1.1 INTRODUCTION

MVA Power Inc. is a Canadian manufacturer and distributor of equipment for medium and high voltage substations and power distribution and transmission lines.

With its steel manufacturing division, MVA Power Inc. is specialised in the detailed design, manufacturing and supply all electrical and mechanical equipment, hardware and accessories for energy and electrification projects of this nature.

This OHS Manual outlines our health and safety management system, and provides reference to other documents and aspects of the system.

1.2 VALUES

Integrity:

We believe integrity is the foundation of our individual and corporate actions that drives an organization of which we are proud.

- We are a responsible corporate citizen committed to the health and safety of people, protection of the environment, and compliance with laws, regulations, and company policies.
- We are honest, trustworthy, respectful and ethical in our actions.
- We honor our commitments.
- We are accountable for our actions, successes and failures.

Teamwork:

We believe teamwork leverages our individual strengths.

- We are committed to common goals.
- We expect everyone to actively participate on the MVA team.
- We openly communicate up, down, and across the organization.
- We value the diversity of our workforce.

Customer Centricity

Our customers are at the center of everything we do, and our products, services and business processes must be tuned to their needs. Every action we take must be aimed at doing the best job for our customers - both external and internal and we must listen to our customers and champion their interests at every moment.

Competitiveness

Today's environment demands that we remain nimble, flexible and responsive. We will always strive for market leadership, taking advantage of market opportunities and maintaining a competitive edge. Our organization will remain focused on operational excellence, and creating the most cost-efficient and customer-centric structure.

Respect

We respect every individual. We draw strength from equal opportunity and diversity, at the same time supporting personal growth and development. We value and we all benefit from the spirit of each individual.

1.3 HEALTH, SAFETY & ENVIRONMENTAL POLICY STATEMENT

1.3.1 Principles

MVA is committed to operating its business in a manner that prevents harm to people and the environment.

Health, safety and environmental considerations of our activities are integral to the success of our organization.

The authority, responsibility and accountability for health, safety and environmental aspects of our business will be clearly defined.

1.3.2 Aims

In accordance with these principles, MVA aims to:

- Provide adequate control of the health safety environmental risks arising from our work activities
- Consult with our employees on matters affecting their health and safety
- Provide and maintain safe shop and equipment;
- Ensure safe handling and use of substances
- To provide information, instruction and supervision for employees
- To ensure all employees are competent to do their task, and to give them adequate training
- Comply with applicable health, safety and environmental legislation;
- To prevent incidents and cases of work related ill health.
- To maintain safe and healthy working conditions
- Continuously improve, review and revise health, safety and environmental policy as necessary at regular intervals.

1.3.3 ACCOUNTABILITY AND RESPONSIBILITY

The health and safety of people, protection of the environment and the minimization of loss to equipment or property are the key priorities that form the basis for MVA's HSE Management System. Employees at all levels are expected to reflect these priorities during the performance of their work activities. The following "Measures of Success" are beliefs that management and employees must share to foster a positive, proactive, and continually improving HSE culture.

1.3.4 SAFETY: MEASURES OF SUCCESS

- Accidents/incidents are preventable
- Operational and transport exposures can be reasonably safeguarded
- Safety is a shared responsibility between management and employees
- Safety is a line management function and all levels of authority are accountable for events and conditions under their control
- Preventing accidents/incidents is good business
- Working safely is a condition of employment

1.3.5 SENIOR MANAGEMENT RESPONSIBILITIES

At the senior level, management is responsible and accountable for the planning, leading, and controlling required for the prevention of loss and the continuous improvement of the HSE system. This is accomplished by:

- Ensuring, as far as reasonably practical, the health, safety, and welfare of all employees and others at our sites or affected by our operations
- Ensuring that all employees are made aware of their HSE responsibilities and duties

- Providing HSE leadership by endorsing the HSE Policy, as well as initiating and directing the formulation of annual HSE plans and objectives
- Providing the financial and human resources required to administer the HSE management system and monitor its effectiveness
- Being familiar with action plans regarding HSE risks, opportunities, and current issues
- Providing guidance and advice regarding HSE initiatives and concerns

1.3.6 SUPERVISOR RESPONSIBILITIES

Examples of supervisory personnel include Team Leaders, Service Supervisors, and Shop Foremen. Supervisors are responsible and accountable for maintaining a safe worksite by:

- Providing leadership by complying with, monitoring, and insisting on employee and contractor compliance to regulatory, MVA, and the operating company's HSE standards and requirements
- Providing leadership by commending employees for appropriate behaviour or implementing corrective measures as required in order to maintain established HSE performance standards
- Ensuring that employees are familiar with regulatory, MVA, and the applicable operating company's HSE standards and requirements for the operations being performed
- Ensuring that all equipment is maintained in a safe operating condition, that hazard assessments are performed as specified in the Safety Standards Manual, and that hazardous conditions or unsafe acts are identified, evaluated, eliminated, or controlled
- Communicating with operating companies' representatives regarding HSE issues relevant to operations being performed
- Ensuring that employees under their direction are properly trained to perform their tasks in a safe and environmentally responsible, or remain under the guidance of a qualified worker
- Ensuring appropriate, well maintained safety and personal protective equipment is available and worn as required, and that employees receive adequate training in the use, limitations, and maintenance of the equipment

1.3.7 EMPLOYEE RESPONSIBILITIES

Your HSE responsibilities as an employee or contractor are:

- Taking reasonable care to protect your health and safety, or the health and safety of other workers or anyone exposed to our operations. Complying with and performing work activities according to established HSE standards, procedures, and practices
- Refusing to perform work that poses or may pose imminent danger to you or to any other individual. "Imminent Danger" means a danger that is not normal for a workers occupation or a danger under which a person engaged in that occupation would not normally perform during his or her work. If you refuse to perform work that might be dangerous, inform your supervisor or manager. The applicable manager or supervisor shall investigate the situation and take actions necessary to eliminate or control hazards
- Reporting all potential hazards, unsafe work practices, accidents/incidents, injuries, illness, spill/releases, violations, and non conformances to your immediate supervisor
- Using and maintaining designated safety and personal protective equipment as required to minimize or control hazards
- Asking your supervisor or manager for clarification and direction when you are unsure about a specific task or operation

1.3.8 CONTRACTOR RESPONSIBILITIES

As far as reasonably practical, contractors are responsible and accountable for ensuring the health and safety of their employees, and all individuals exposed to the contractor's work. Prior to being hired, contractors who perform safety sensitive work or work that involves environmental risks will be subject to and HSE program evaluation. These contractors must meet

the requirements specified and on the MVA "Contractor Selection Checklist" in order to be eligible for hire. A copy of the checklist can be found.

In addition to the above noted requirements, all contractors are responsible for:

- Complying with and ensuring that all persons under their direct control comply with all applicable regulatory requirements
- Complying with MVA HSE standards and requirements when directly involved in a MVA operation, or when directly supervised by a MVA employee
- Ensuring that all work activities are carried out in a manner that will not compromise the health and safety of any individuals
- Communicating to their personnel, as well as others present at worksites, applicable HSE information that will allow operations to be performed in a safe, healthy, and environmentally responsible manner.

Examples where applicable communications can take place; safety meetings, hazard assessments, or general communication

- Consulting with MVA management as required when in doubt about any matter pertaining to health, safety or the environment
- Inspecting and maintaining their equipment in a safe operating condition as specified by regulations and the manufacturer
- Ensuring that hazard assessments are performed as required, that HSE worksite inspections are performed as required, and that hazardous conditions or unsafe acts are identified, evaluated, and eliminated or controlled
- Maintaining WCB and Insurance coverage as stipulated in contractual agreements and as required by regulatory requirements. Contractor insurance requirements are specified in the Safety Standards Manual

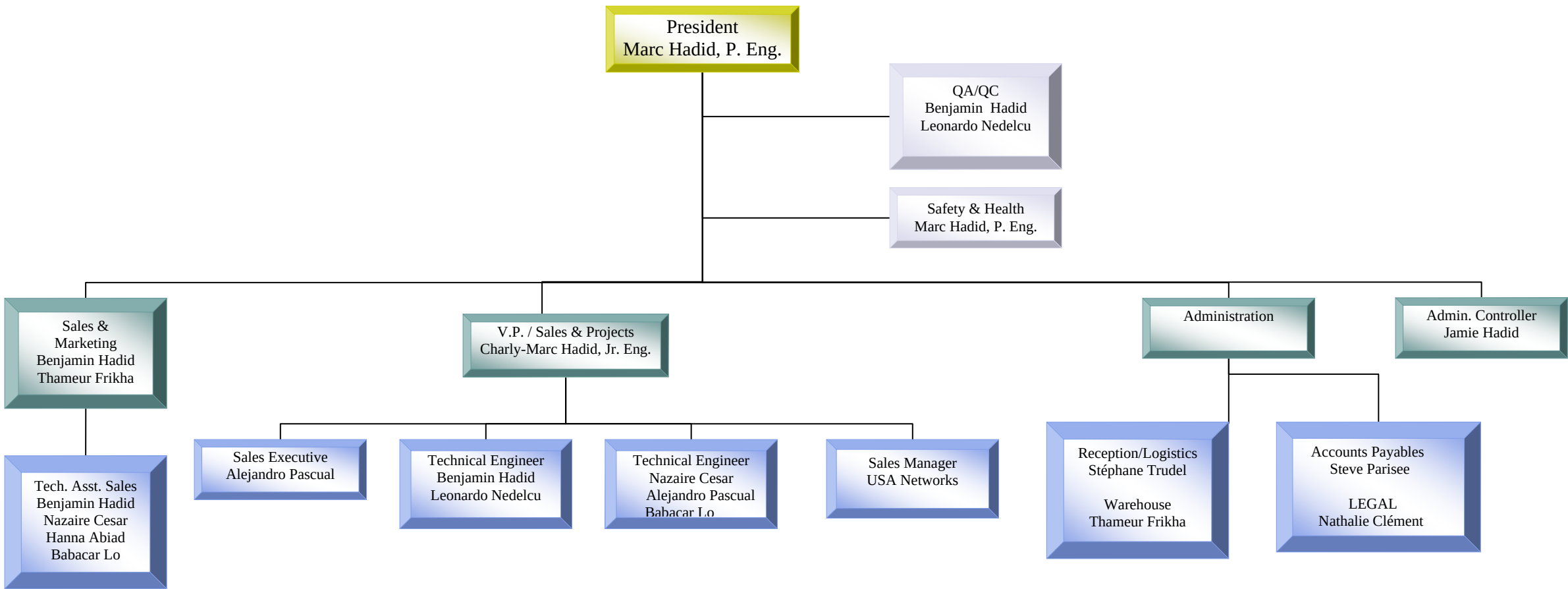
1.3.9 VISITOR RESPONSIBILITIES

All visitors to MVA are required to report to the facility office. Visitors are not allowed in work areas without authorization from the facility manager, and must be accompanied by an escort. Work areas include shops, yards, warehouses, and operational worksites. When visiting a MVA facility or worksite, visitors shall:

- Follow the instructions of the site supervisor or escort
- Wear the personal protective equipment when required

1.3.10 ORGANISATION CHART

Organisation Chart - MVA POWER inc. rev 16 avril 2019 DRAFT



1.4 OUR KEY PEOPLE

1.4.1 President

Has the ultimate responsibility for OHS within the organization, and reports to the Board of Directors.

1.4.2 H&S MANAGER (THE OHS MANAGER IS THE MANAGEMENT REP FOR THE OHSMS)

The OHS Manager is a member of the company management team, and has the responsibility and authority for ensuring that the OHS management system is established, documented, and implemented in accordance with requirements. This includes ensuring effective internal communications.

The OHS Manager reports to the Business Manager who also reports to CEO & Management Team on performance of the management system in management reviews meetings and recommends any improvements. Reports include:

1. OHS performance reporting, including results of OHS audits and reviews
2. Reporting of incidents and failures
3. Report on hazard identifications
4. Reporting on risk assessments
5. Reporting on preventive / corrective actions
6. Status of statutory reports

The OHS Manager communicates with other interested parties on matters related to the system. These parties may include:

- Government and regulatory bodies
- Certification bodies
- Associations
- Suppliers / subcontractors
- Customers

1.4.3 JOINT H&S COMMITTEE MEMBERS

- Hold regular meetings (at least as many meetings as required by the law)
- Identify workplace hazards and recommend remedial action(s)
- Respond to employee concerns regarding health and safety
- Assist management in the development and implementation of safe work practices and emergency procedures
- Participate in the development, implementation and monitoring of health and safety policies and programs
- Participate in workplace inspections
- Participate in accident/incident investigations
- Participate in resolving work refusals
- Promote health and safety education and training

1.4.4 ALL EMPLOYEES

All employees have a key role to play, and are:

- Expected to share the management's commitment to maintaining a safe and healthy working environment
- Authorised & responsible for monitoring, identifying and reporting of any problems or opportunities for improvement
- Responsible for complying with the policies and procedures that form part of this management system, and any applicable legal and regulatory requirements.

1.4.5 ALL CONTRACTORS

1. Prepare and submit safe work method statements for any high-risk activities before starting work on site (Must be approved the OHS Manager)
2. Notify management of any incident, injury, near miss, emergency or accident on the premises
3. Perform all activities and work in a safe and healthy manner and in accordance with the contract, safe work method statements and the workplace health and safety legislation.

1.5 HOW OUR MANAGEMENT SYSTEM WORKS

1.5.1 The Risk Management Approach

The overall aim of our OHS management system is to help us manage the risks we face. Our methodology for doing that is as follows:

Step	Discussion
Consider the context	Hazards are considered in the context of: • Our activities • The requirements we impose on ourselves in our OHS policies, objectives and targets • The requirements imposed on us by legal and regulatory bodies • Contractual requirements • The perceived expectations of the wider community
Hazard identification	We have established an integrated methodology for hazard identification including: • Regular workplace inspections • A program of internal and external audits • Well established ad-hoc hazard reporting program • Safety committee comprising representatives of management and employees • Procedure to initiate hazard analysis in the event of changes to working arrangements, new plant, materials or cause for concern
Analyze the risk	We use the matrix method with the following descriptors and values:

	Consequence: Insignificant (I) Minor (Mi) Moderate (Mo) Major (Ma) Catastrophic (C) Probability 1 2 3 4 5 Almost certain: 1M, 2H, 3H, 4E, 5E Very Likely 1M, 2H, 3H, 4E, 5E Quite Likely 1L, 2M, 3H, 4E, 5E Occasional 1L, 2L, 3M, 4H, 5E Rare 1L, 2L, 3M, 4H, 5H Our Risk Assessment procedure includes an explanation of each level of probability and consequence in the context of our activities:
Evaluate the risk	Risk levels are derived using the matrix. Once again, our Risk assessment procedure includes an explanation of each level of risk in the context of our activities.
Control the risk	We have a risk control procedure that specifies a hierarchy on controls. In order of preference, these are: 1. Elimination 2. Substitution 3. Isolation / separation 4. Administration

Our risk management strategy incorporates the use of Hazard Registry to list hazards, assess the risk they pose, and plan control measures. The risk management process is thereby integrated with our wider OHS and business improvement initiatives. Information and performance data is instantly available for management review or perusal.

1.5.2 PLANNING AND REVIEW

A management review of the system is carried out periodically to ensure its continued suitability for purpose, and effectiveness in satisfying requirements (Including those of OHSAS 18001:2007). These reviews take place at least once a year. They include, but are not restricted to:

- Assessment of the results of the regular internal audits
- Any external audits, certification issues
- Consideration of the needs and expectations of our customers. Particular attention will be paid to any customer feedback that may be received
- Consideration of the need to update the system in respect of any new materials / substances used, new technology, new operational practices, changing social and environmental conditions
- Consideration of the performance of the system and any suppliers / subcontractors
- Review of any accidents / incidents / improvement requests, and the status of any corrective or preventive actions
- Consideration of actions to be taken to promote OHS improvement

A record of reviews is kept in the form of minutes. In addition to the review by top management, our OHS committee members meet on a more regular basis to help monitor and manage the system.

1.5.3 SYSTEM DOCUMENTS

This manual forms the top tier of our system documents. It does the following:

- Contains our policy statement, and overall objectives
- Generally outlines our arrangements for addressing the various clauses in OHSAS 18001:2007
- Refers to the procedures and other controls in place

We have a series of documented procedures that meet the standard's compulsory requirement in the following areas:

- Monitoring and measurement
- Hazard identification
- Risk assessment
- Control of risks

In addition to these, we have chosen in some instances to document other procedures or plans to help control important activities. Our system includes various other types of documents including:

- Standard letters
- Forms
- Checklists

1.5.4 DOCUMENT CONTROL

For the management of important documents: approval, issue, revision and deletion. This gives us the confidence of knowing that the current version of these documents is available where needed.

1.5.5 AUDITS

For scheduling, planning and recording our programme of internal audits. These help to verify that our system is working effectively and helping to achieve our policy, objectives and targets.

1.5.6 IMPROVEMENTS

The engine room of our management system:

- Where we log ideas, problems, complaints and other opportunities for improvement
- Where we plan and record corrective / preventive action
- Where we query records for trend analysis.

1.5.7 HUMAN RESOURCES

For maintaining personnel details.

1.5.8 MEETINGS

For scheduling, planning and recording our important business meetings.

1.5.9 RISK

For recording our risk assessments. As this application becomes more widely rolled out to personnel, they can quickly and easily view record, and track progress on those they have an interest in.

1.5.10 COMMUNICATIONS CHANNELS

Various means are use to communicate information about our HS management system. These include:

1.5.11 JOINT H&S COMMITTEE MEETINGS

These are held on a quarterly basis, and are attended by employee representatives. They consider all aspects of our OHS management system. Minutes are published on notice boards, and copies are available on request from the OHS Manager.

1.5.12 MANAGEMENT TEAM MEETINGS

These are held on a monthly basis, and are timed so all employees may attend them. The relevant manager provides news and a summary of our organization's performance in various respects e.g. OHS, quality etc. Trends and major issues are explained, and everyone has the opportunity to raise questions and comment.

1.5.13 COMPANY WIDE EMAIL NOTICES

The OHS Manager and reps use email to inform people about OHS matters. These provide information on various matters – including OHS. The OHS Manager and reps use the notice boards to deliver news on the results of external certification audits, and to advice on any new health and safety initiatives. Company members will receive memos via active company email accounts.

Clause	How addressed
1.6.1 OH&S Policy	Policy statement in HS manual, on server and statements on wall in various locations
1.6.2 Planning	Methodology for hazard identification, risk assessment and control outlines in OHS manual and described more fully in procedures
1.6.3 Legal and other requirements	- Subscribe to Standards update service - Regular checks of applicable legal / regulatory requirements via industry association and government advisory bodies - Management Review issue
1.6.4 Objectives	- At high level, objectives are planned / reviewed at management review meetings - Individual managers set complementary objectives and targets throughout the organization - Planned / monitored using
1.6.5 OH&S Management Programmes	- Annual project plan - SWAP (Safe Working Practice) for a specific task / location - Job Descriptions
1.6.6 Structure & Responsibility	- Organization Chart - OHS Manager / Coordinators / Reps - Standard clauses on OHS issues for subcontractors
1.6.7 Training, Awareness & Competence	- Induction procedure - Training procedure - Employee development using - Planned / monitored using
1.6.8 Consultation & Communication	- OHS meetings - Intranet - Notice boards - Incident reporting procedure
1.6.9 Documentation	OHS Policy manual
1.6.10 Document and Data Control	- Document and data control procedure - Managed using – Documents module
1.6.11 Operational Control	- Risk management procedure - Detection system - Hierarchy systems - Managed using / Actions modules
1.6.12 Emergency	Procedures

Preparedness and Response	• Fire Drills / Alarm System • Spills • First Aid
1.6.13 Performance Measurement and Monitoring	• Health surveillance • Measurement / monitoring devices workbook with procedure • Employee surveys / Consultation meetings
1.6.14 Accidents, Incidents, Non-conformances and Corrective and Preventative Action	• Procedures • Managed using – Actions module • Accident form • Planned / monitored using
1.6.15 Records & Record Management	• Records management procedure • Data backup & restore procedure • Server / backup media • Other software applications • Filing cabinets
1.6.16 Audit	• Procedure • Trained auditors • Managed using – Audit module
1.6.16 Management review	• Regular meetings • Managed using – Meetings Module

1.7 INDUSTRIAL HYGIENE PROTOCOL

1.7.1 GENERAL POLICY

It is the policy our to conduct its business in a manner that safeguards occupational health and in-so-doing complies with all applicable laws and regulations.

1.7.2 STANDARD POLICY AND IMPLEMENTATION

Compliance and Understanding

Every facility shall, at all organizational levels, Demonstrate understanding of, and compliance with, corporate standards and methods as well as all applicable federal, state and local laws and regulations relating to occupational health.

General Management

Every facility shall maintain the organizational capability to manage and implement the occupational health policy and standards. Annual occupational health objectives and action plan shall be developed by the responsibility manager.

Information Management

Every facility shall collect and maintain specific employee exposure and medical information in a manner applying uniform standards utilizing Occupational Health Information Management criteria, in order to facilitate administration, communication and trend analysis, while protecting the confidentiality of individual medical information.

Training

Every facility shall implement timely and effective health hazard and Occupational Health Information Management education.

Identification

Every facility shall develop, implement and maintain:

- A comprehensive health hazard identification system using departments or work areas of potential exposure to toxic chemicals or physical agents.
- Methods and procedures for estimating and prioritizing potential exposures to these substances

Evaluation

Every facility shall conduct sufficient initial monitoring to evaluate, on a priority basis, whether exposure to toxic chemicals and physical agents in excess of permissible exposure levels.

New Installations

All new processes and equipment shall be engineered and specified so as to prevent employees from exposure to toxic chemicals and physical agents in excess of permissible exposure levels.

Remediation

Every facility shall take effective engineering, procedural, or other remedies to correct adverse findings from any industrial hygiene or medical evaluation.

Engineering Controls

Every facility shall ensure effective operation, maintenance and use of devices, equipment and systems installed to protect employees from exposure to toxic chemicals and physical agents in excess of permissible exposure levels.

Procedures

Every facility shall develop, communicate, enforce and maintain written operating, maintenance, labelling and warning procedures designed to protect employees from harmful levels of toxic chemicals and physical agents.

Back-up Exposure Controls

Every facility shall:

- Maintain high spill prevention, contaminant control and housekeeping standards.
- Make available and maintain personal protective clothing and equipment appropriate for hazards and exposure reasonable expected to occur.
- Establish and maintain appropriate personal hygiene services for the use and protection of those who handle toxic chemicals and contaminated equipment.

Monitoring

Every facility shall routinely monitor workplace exposures to ensure that toxic chemicals and physical agents having the potential for causing health problems are maintained within permissible exposure levels

1.7.3 OCCUPATIONAL HEALTH STANDARDS

General Policy

It is the policy of MVA Tank &Vac to conduct its business in a manner that safeguards occupational health and in so doing complies with all applicable laws and regulations.

Standards for Policy Implementation

Information Management:

Every facility shall collect and maintain specific employee exposure and medical information in a manner applying uniform standards utilizing Occupational Health Information Management criteria, in order to facilitate administration, communication, and trend analysis, while protecting the confidentiality of individual medical information.

Training:

Every facility shall implement timely and effective health hazard and Occupational Health Information Management education.

Medical Programs:

Every facility shall establish and maintain placement and periodic medical examination and testing programs appropriate for exposures or job functions reasonably expected in the workplace utilizing the Occupational Health Information Management criteria.

Treatment & Return-to-Work:

Every facility shall provide appropriate medical treatment for all work-related illnesses or injuries. Appropriate medical approval shall be required to return to work following an extended illness or injury.

Injury Management

Every Facility shall have a program with the aim of restoring the injured and/or ill employee to the fullest physical, psychological, social, vocational and economic usefulness of which they are capable, consistent with their pre-injury status.

START Behavioral-Based Safety Management

Specific, Measurable, Achievable, Realistic, Timely

1.7.4 THE BEHAVIORAL MODEL:

Result - Begin by stating the result(s) that you want to accomplish. (i.e. - zero injuries, 100% safe behavior for the at-risk behaviors, etc.)

Identify Key Behaviors - this includes identifying the at-risk behaviors that are preventing you from achieving your results and also identifying the behaviors that need to be performed to accomplish your results. The at-risk behaviors are identified by reviewing previous incident investigation reports, observing employees perform their work and also by interviewing employees. The desired behaviors are the actions that you want each level of the organization to perform to accomplish the results. These could be such things as conducting audits, reinforcing and correcting behavior, attending meetings, conducting ABC analysis and developing action plans for behavior change. Once the behaviors are identified, then clear concise definitions are developed for each behavior. The at-risk behaviors are listed on an audit checklist and are the basis for your behavioral observation program, while the list of behaviors needed to accomplish your results can become a part of an individual performance appraisal system.

Measure - this is accomplished through an observation program, charts, graphs, etc. The primary measurement tool for the at-risk behaviors is the behavioral observation program. During behavioral observations, at-risk behaviors are observed and recorded on the observation checklist as either being conducted safe or unsafe. The results are then recorded on a behavioral chart or graph and expressed in terms of % safe behavior observed. In the case of the other behaviors, they can be also measured by using reports, graphs, etc. and then reviewed during official performance evaluations.

Performance Feedback - is provided during the observations, during safety meetings to share the results of the observations, through graphs, action plans from ABC Analysis, performance reviews, etc.

Reinforcement Strategies - includes conducting ABC Analysis of at-risk behavior, identifying barriers to safe behavior, and developing actions to remove these barriers to influence behavioral

change. Additional actions include developing incentives that reinforce incident prevention actions, reinforcing safe behavior during observations, and utilizing sooncertain-positive consequences to sustain safe behavior.

Evaluate Effectiveness - the above listed actions should be monitored for a period of time (6-12 months) to see if you are making progress towards achieving your results. If you are not achieving results, then you need to begin adjusting the above listed steps (i.e. - identifying new behaviors, evaluating the measurement, feedback and reinforcement steps) until you get the results you are after. After you have achieved your results, the process starts over. It is a continuous process and should be renewed, at least annually, and incorporated into the site safety action plan.

Substations, Distribution & Transmission Lines

Sous-Stations, Lignes de Distribution et de Transmission



SEPT. 2011

276

MVA Puissance Inc.

MVA PUISSANCE INC. est un **fabricant Canadien** et **distributeur** de matériel de moyenne et haute tension pour sous-stations et lignes de distribution et transmission.

Avec sa division de fabrication d'acier, Romar Industries Inc., MVA PUISSANCE INC. exécute la **conception détaillée** et la **fourniture** de tout matériel électrique et mécanique pour ce genre de projet.

Les projets de **Sous-stations** sont du type intérieur et extérieur. Le matériel sur ce genre de projet peut inclure :

- Portiques et autres Structures
- Disjoncteurs de type Extérieur
- Appareillage de type Intérieur
- Sectionneurs et Interrupteurs
- Isolateurs, Jeu de Barres & Accessoires
- Matériel et accessoires de M.A.L.T.
- Transformateurs de Puissance & de Distribution
- Transformateurs de Mesure
- Relais de Protection
- Fusibles de Puissance
- Bancs de Condensateurs
- Essais et Mesurage
- Gestion d'Énergie
- Pièces de Rechange



**Supply
Fourniture**

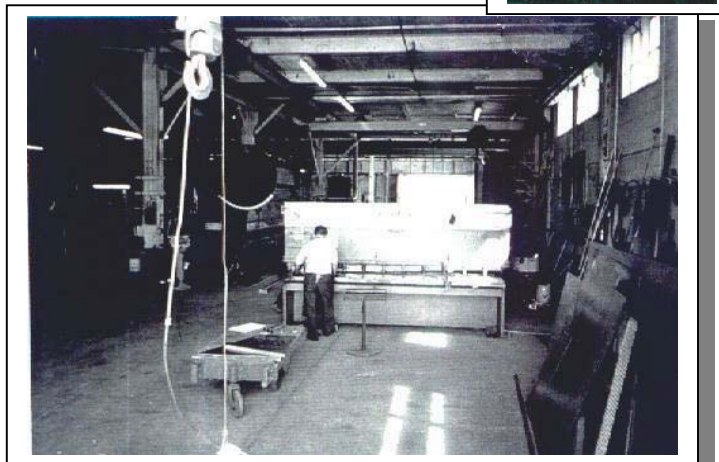
Les projets de **Distribution et Transmission d'Électricité** incluent les lignes aériennes et les lignes souterraines. Ce genre de projet peu inclure le matériel suivants :

- Câbles Haute Tension
- Poteaux et Pylônes
- Étagère à Câble & Jeux de Barres Blindés
- Conduit et Boîtes de Raccordement
- Transformateurs Aériens
- Sectionneurs et Fusibles Aériens
- Parafoudres

Nos clients principaux dans les marchés *Canadiens* et *Internationaux* incluent :

- Fournisseurs d'Électricité
- Ingénieurs Conseils
- Industries
- Villes et Municipalités

MVA PUISSANCE INC. avec son usine située à proximité de Montréal emploie quelques quinze personnes avec trois ingénieurs et techniciens et trois représentants de vente. Veuillez nous transmettre vos demandes de prix pour soumission ou pour prix budgétaire et informations techniques, il nous fera plaisir de vous servir.



**Manufacturing
Fabrication**

- Entrepreneurs Spécialisés
- Distributeurs & Fabricants (OEMs)
- Maisons de Commerce



MVA Power Inc.

MVA POWER INC. is a *Canadian manufacturer* and **distributor** of equipment for medium and high voltage substations and power distribution and transmission lines.

With its steel manufacturing division, MVA POWER INC. is specialised in the detailed **design, manufacturing** and **supply** all electrical and mechanical equipment, hardware and accessories for energy and electrification projects of this nature.

Substations projects, both indoor and outdoor. Equipment on such projects may include :

- *Tower frames* and other *Structures*
- Grounding materials and accessories
- Outdoor *breakers*
- Indoor *switchgear*
- *Disconnects* and *Loadbreakers*
- *Power Fuses* and *Cutouts*
- *Power & Distribution Transformers*
- *Instrument Transformers*
- *Protection Relays*
- *Insulators, Buswork & Accessories*
- *Power Factor Control* Equipment
- Lightning Arresters
- Shielding Towers
- Capacitor Banks
- Testing and Instruments
- Energy Monitoring
- Spare Parts



Detailed Design Conception de Détail

Power Transmission and Distribution projects includes overhead and underground lines. Equipment on such projects may include :

- Power Cables and Bus Duct
- High Voltage Cable
- Poles and Pylons
- Brackets and other Hardware
- Conduit and Pull Boxes
- Pole-mount Transformers
- Disconnects and Fuses
- Lightning Arresters

Our main customer in the *Canadian* and *International* markets include :

- Power Utilities, public and private
- Consulting Engineering firms
- Industry
- Cities and Municipalities
- Specialised Contractors
- Distributor & OEMs
- Trading Agencies

MVA POWER INC. with its Montreal based manufacturing facilities employs some fifteen people with three engineers and technicians on staff and three full-time sales people. Please send your requests for tenders or budget pricing and technical information, we will be happy to serve you.

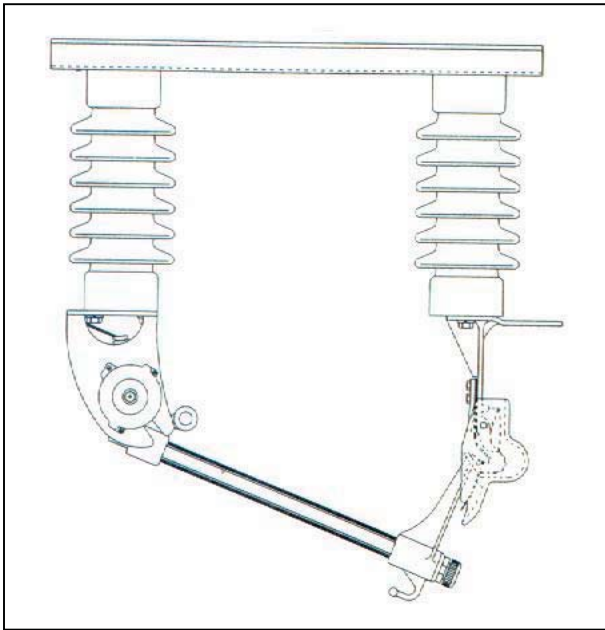


Products

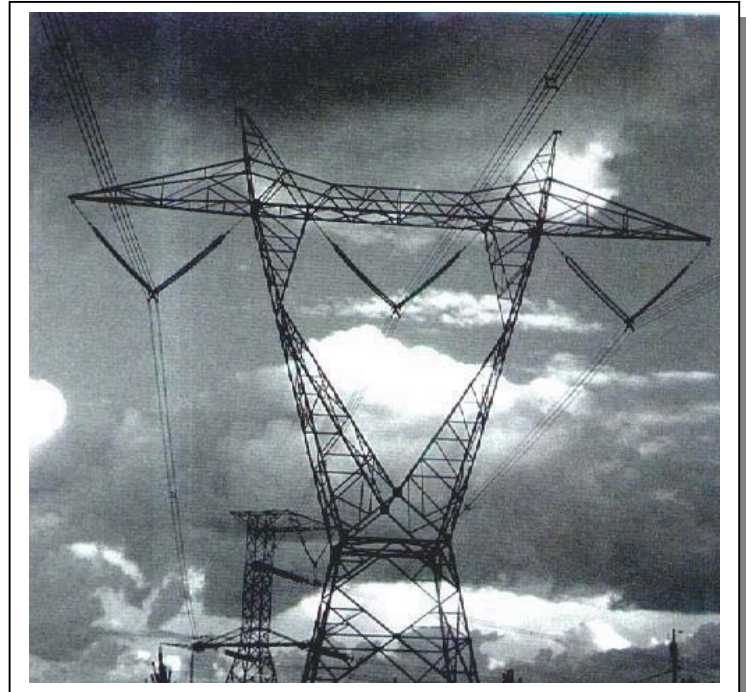
Substations

Transmission Lines & Distribution Lines

- Medium & High Voltage
Substation Packages
- Accessories & Hardware for Substations
- Air Core Current Limiting Reactors
- Batteries, Chargers & UPS
- Brackets, Aluminum, Steel & Fiberglass
- Bus Duct, Cable Bus & Cable Trays



- Cables, Aluminum & Copper
- Guy Wires
- Cables and Terminations, High Voltage
- Fiber Optic Cables
- Energy Monitoring



- KWH Meters
- Capacitors & Capacitor Banks
- Control Panels
- Poles & Anchors, Cross Arms,
Fiberglass & Wood
- Disconnect & Load Break Switches
- Electrical Connectors
- Fiber Optic Cables & Accessories
- Flex Braids
- Ground Rods & Inspection Boxes
- Ground Rods, Cables & Materials
- High Voltage Testing Equipment





- Indicators
- Indoor Station Equipment & Auxiliaries
- Instruments
- Insulators
- Lightning & Surge Arrestors
- Line Traps
- Photo Cells & Street Lighting
- MCCB
- Heat Shrink Tubing and Tape

We also supply spare parts, accessories and components that are hard to find. Contact us for your needs.

- Prefab Trenches & Boxes
- Protection Relays and SCADA
- Reactors, Resistors & Line Traps
- Reclosers
- Pylons
- Service Platforms, Steel & Aluminum
- Solar Energy Systems
- Supports, Steel & Aluminum
- Switchgear
- Telecommunication Towers
- Tower Structures
- Transformers, Distribution
- Transformers, Insutrument
- Transformers, Padmount
- Transformers, Dry Type
- Transmission Line Hardware
- Trolley Systems & Accessories

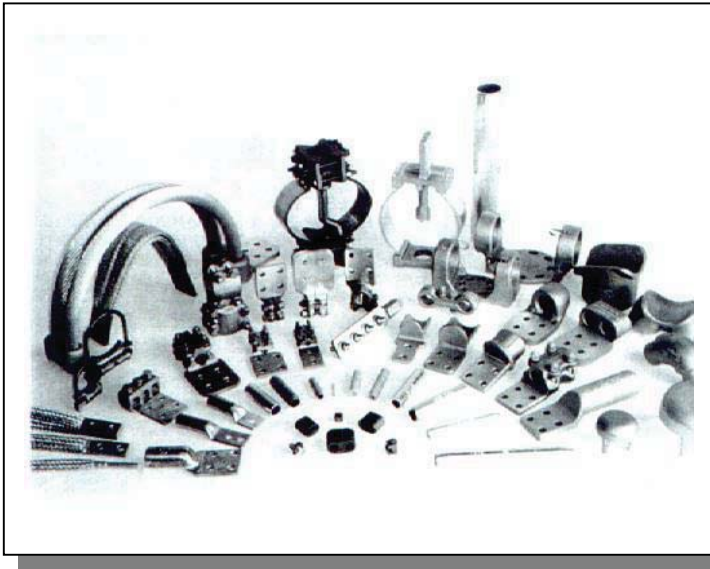


Produits

Sous-stations

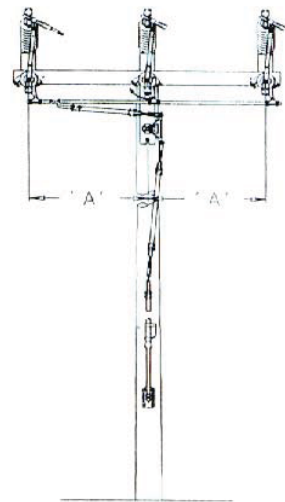
Lignes de Distribution & Lignes de Transmission

- Sous-station de moyenne et haute tension *clé-en-main*
- Accessoires & Matériel pour Sous-stations
- Accumulateurs & Chargeurs



- Alimentation Statique Sans Coupure (UPS)
- Appareillage
- Boîtes d'inspection de Raccord M.A.L.T.
- Câbles, Protège, Rouleaux, Étagère
- Câbles, Aluminium & Cuivre
- Câbles et Terminaisons, Haute Tension
- Câbles à Fibre Optique
- Câbles, Messenger
- Caniveaux & Boîtes Préfabriquées
- Cellule Photoélectrique & Éclairage de Rue
- Commutateurs

- Compteurs d'Énergie
- Système de Gestion d'Énergie
- Condensateurs & Banc de Condensateurs
- Conduits de Plancher
- Équipement de Station Intérieure
- Indicateurs
- Isolateurs
- Instruments
- Jeux de Barres Blindés
- M.A.L.T., Tiges, Câbles & Accessoires
- Panneaux de Commandes & Protection

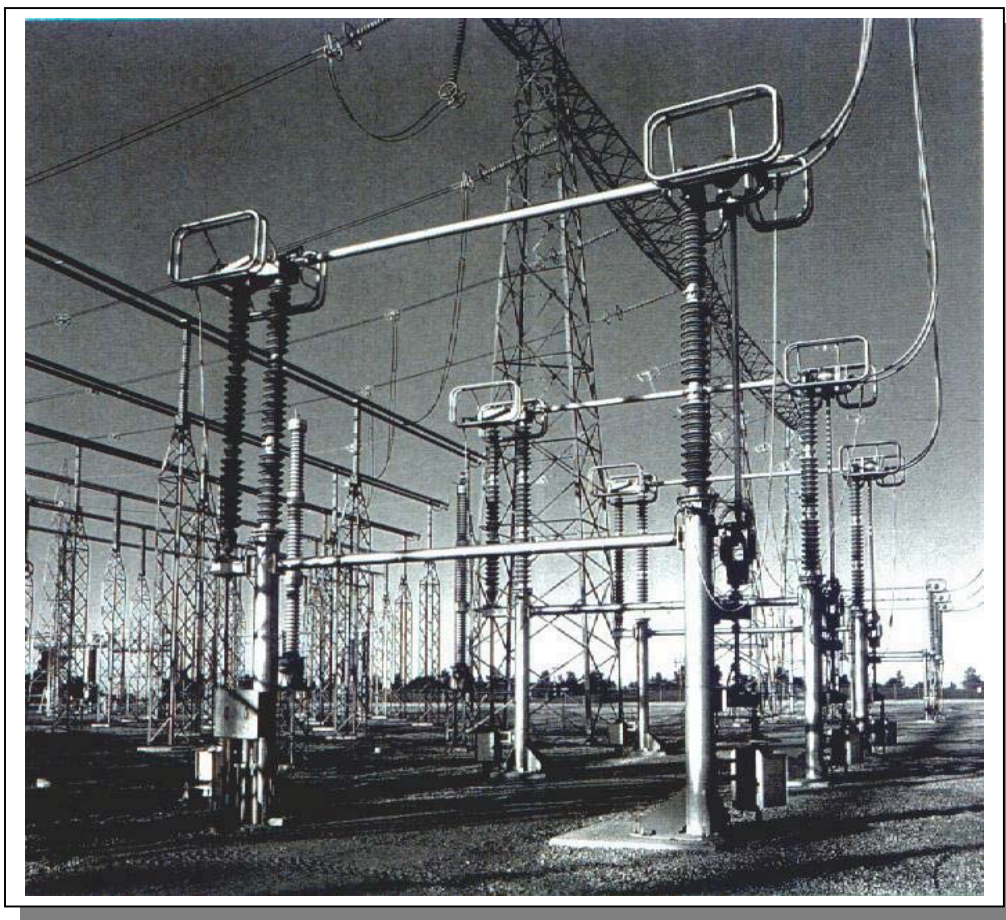


- Parafoudres
- Plates-formes d'Entretien, Aluminium & Acier
- Poteaux & Ancrages
- Portiques & Structures
- Tresses Flexibles
- Systèmes d'Énergie Solaire



275

- Pylônes
- Quincaillerie de Ligne
- Raccords Électriques
- Ré-enclencheurs
- Réactance, Limiteurs de Courant
- Résistances
- Relais de Protection & SCADA
- Sectionneurs d'isolement
- Sectionneurs-Interrupteurs
- Supports, Aluminium, Acier & Fibre de Verre
- Transformateurs, Type à Sec
- Transformateurs, de Mesure
- Transformateurs, de Puissance
- Transformateurs, Distribution
- Transformateurs, sur Socle
- Traverses, Bois & Fibre de Verre



Nous fournissons aussi des pièces de rechange, accessoires, et composants difficiles à trouver. Contactez nous pour vos besoins.



Suppliers

Our main suppliers include Canadian companies from across the country, as well as from all continents as per customer needs. Some of the major suppliers included:

- ABB
- Alstom / Areva
- **Arruti Industrias / Substaciones**
- **Cable Bus**
- **CDR Systems**
- Central Moloney
- **CES Transformer**
- Circuitor
- Cleaveland Price
- **CME**
- Condumex Transformers
- Conduct
- **Connector Products**
- Cooper
- C G Power
- **DSG / Canusa**
- **EMEK**

- **Fisher – Pierce**
- **GIG Insulators**
- Goodfellow
- Hubbell (Lenoir City Enclosures)
- **ICE / CEE/ Technirel**
- ITEC
- Joslyn
- **JSHP**
- Kabar
- Lapp
- Nalda
- NGK
- Noram – SMC
- Northern Transformers
- Paillardet
- Pioneer
- Pirelli / Prysmian

- Poltec
- Primax
- Quazite
- Raychem
- Romar Industries
- **S&C Electric**
- Schneider Group
- Siemens
- Slacan
- Strongwell Ebert
- Solar Combo
- Suntech / Fisher Pierce
- Toshiba
- Tri Delta
- VTC
- Western Power Products
- WW Components

Fournisseurs

Nos fournisseurs principaux incluent des compagnies Canadiennes d'un océan à l'autre, ainsi que de tous les continents selon les besoins de nos clients. Une liste partielle des principaux fournisseurs :

MVA POWER Inc. Exclusive Distributor

MVA Power also works with other International and Canadian suppliers on Request.

MVA Puissance Inc. Distributeur Exclusif

MVA Puissance travaille aussi avec d'autres fournisseurs Internationaux et Canadiens sur demande.

Contacts

Our technical staff are very dynamic, highly technical and also commercially oriented. This allows us to focus on technical discussions and recommendations with our customers and ensure competitiveness of clients projects.

MVA Power Inc. is also consulted at the early stages of projects for feasibility studies or budget quotations.

The following is a table of products. Please contact MVA Power Inc. for any inquiries.

Notre personnel est dynamique, très technique et consciencieux côté commercial. Ceci nous permet de nous concentrer sur les discussions techniques et les recommandations avec nos clients pour assurer que leurs projets sont compétitifs.

MVA Puissance Inc. est aussi consultée dans les premières étapes des projets pour les études de faisabilité et pour des prix budgétaires.

Le tableau suivant vous donne une liste type de matériel. SVP contacter MVA Puissance Inc.

Breakers

Cables & Terminations

Disconnects

Fuses & Fuse Cutouts

Grounding Hardware

Insulators

Lightning Arrestors

Portable Connection

Pole Line Hardware

Poles

Power Distribution Management

Power Factor Correction Equipment

Protective Relays & Panels

Static Excitation Systems

Substations

Spare Parts

Switchgear & Components

Testing Instruments

Towers & Emergency Tower

Tower Frames & Support Structures

Transformers, Instrument

Transformers, Pole Mount

Transformers, Power

Disjoncteurs

Câbles et Terminaisons

Sectionneurs

Fusibles et Coupe-circuits

Matériel de M.A.L.T.

Isolateurs

Liaisons Souples

Parafoudres

Matériel de Ligne

Poteaux

Automates et Gestion d'Énergie

Matériel de Correction De Fact. Puiss.

Panneaux et Relais de Protection

Matériel d'Excitation Statique

Sous-stations

Pièces de Rechange

Appareillages de Commutation

Instruments d'Essais

Pylônes et Pylônes d'Urgence

Portiques et Supports

Transformateurs, Mesure

Transformateurs, Aériens

Transformateurs, Puissance



Services

Substations

Transmission Lines & Distribution Lines

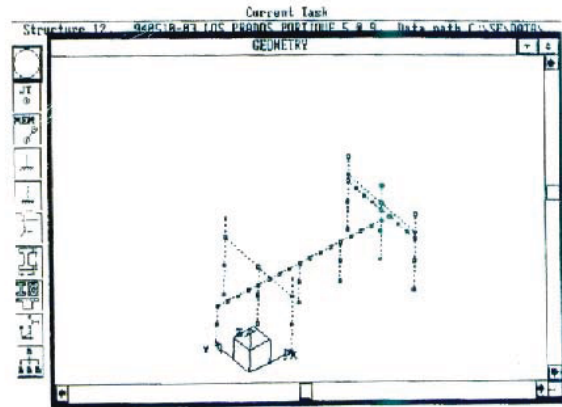
MVA Power uses the latest techniques and computer software to detail design and manufacturing. This enables MVA Power to design, supply and deliver on time and within budget the projects and orders.

Below is a list of services that are available within the context of a project :



- Foundation Shop Drawings
- Structural Shop Drawings
- Field Technical Services
- Field Supervision
- Ground Grid Studies and Calculations

- Bus Bar Calculations
- Layout Details & Bill of Materials



- Budget Pricing
- Telecom Network Schemes
- Span Calculations
- Cable Thermal and Dynamic Loading
- Power Factor Correction Systems
- Voltage Regulation Systems
- Network Rehabilitation
- Street Lighting
- Rural Electrification
- Renewable Energy Systems
- Used Materials



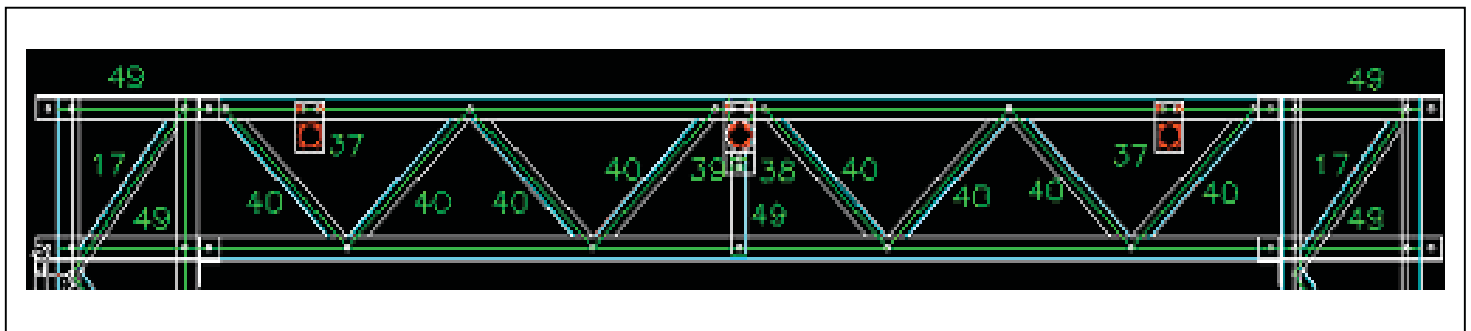
Services

Sous-stations

Lignes de Distribution & Lignes de Transmission

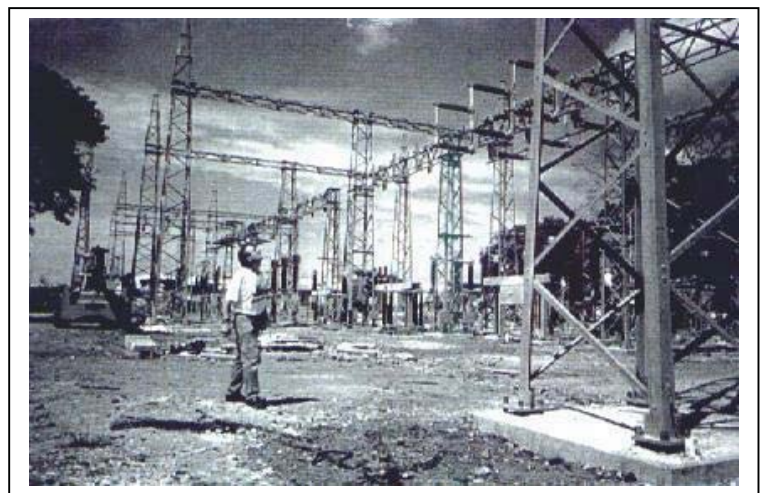
MVA Puissance utilise les dernières techniques et logiciels pour la conception détaillée, gestion et fabrication. Ceci permet à MVA Puissance de faire la conception, fourniture et livraison à temps des projets de ses clients.

Ci-dessous est une liste de services disponibles :



- Services Technique en Chantier
- Supervision en Chantier
- Conception de Fondations
- Conception Structurale
- Études et Calculs de Matrice M.A.L.T.
- Études de Dispositions d'Équipement
- Études de Faisabilité
- Études de Protection
- Systèmes de Télécom
- Calculs de Jeux de Barres
- Calculs de flèches
- Calcul pour Câble de Charge Thermique et Dynamique
- Systèmes de Régulation de Tension
- Systèmes d'énergie Renouvelable
- Étude et Réhabilitation de Réseau
- Éclairage Public

- Électrification Rurale
- Matériel Usagé



Key Personnel

Personnel Clé

M. Marc Hadid, ing./ Eng.

Electrical high voltage engineer, team leader with over 30 years of experience in the design, detail design, calculation, site supervision and commissioning of medium and high voltage substation for utilities and large industrial substations.

Ingénieur en électricité haute tension, chef d'équipe avec plus de 30 ans d'expérience en conception, conception de détail, calculs, supervision de chantier, mise en marche de sous-stations à moyenne et haute tension pour fournisseurs d'énergie et industries lourdes

M. Charly-Marc Hadid, ing./ Eng.

Over 5 years experience in sales, marketing and project management for utilities and industrial customers and distributors.

Plus de 5 ans d'expérience dans la vente, le marketing et la gestion de projets pour les utilités, l'industrie et les distributeurs.

M. Benjamin-Avi Hadid, ing. Jr./ Jr. Eng.

Mechanical engineer with 3 years experience in sales, marketing, project management, design, on site coordination and support for utilities and industrial customers and distributors.

Ingénieur mécanique avec 3 ans d'expérience dans la vente, le marketing, le design, la coordination sur place et le support pour les utilités, l'industrie et les distributeurs.

M. Eric Langer, Marketing/Sales executive

Over 20 years experience in sales, marketing and project management for utilities and industrial customers and distributors.

Plus de 20 ans d'expérience dans la vente, le marketing et la gestion de projets pour les utilités, l'industrie et les distributeurs.

In House Technical and Sales Personnel

An efficient and reliable technical and administrative support is assured with key personnel and other inside staff.

Un support technique et administratif efficace et fiable est assuré par le personnel clé et d'autres personnel interne.

Other consultants and specialists are hired as required by the projects.

D'autres spécialistes et consultants sont embauchés selon les besoins.

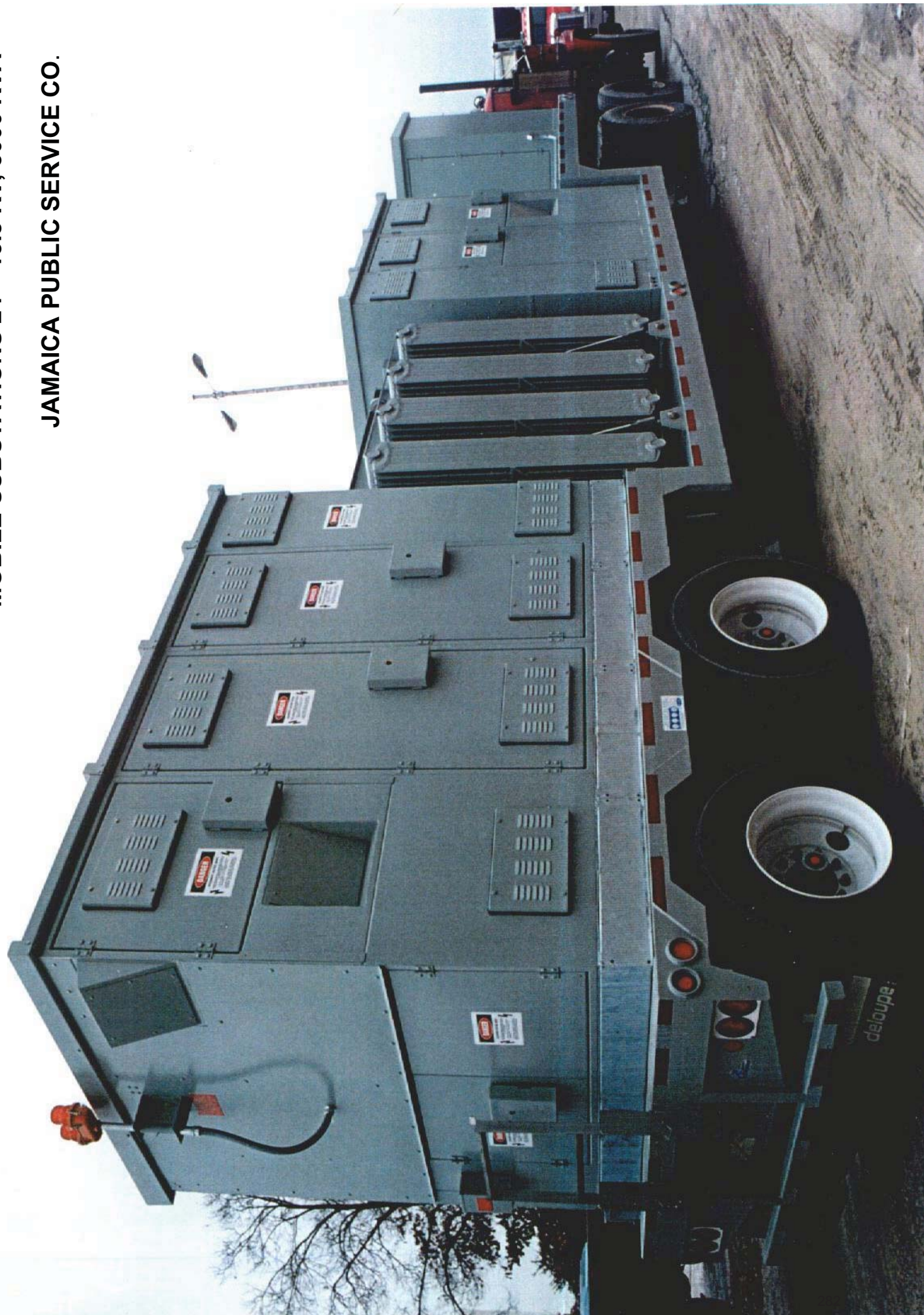
Clients

Our main customers are the major utilities, Public Utility Corporations (PUC), private Utilities, heavy industries, specialised contractors and distributors, OEM's, Consulting Engineering Firms. A detailed list is available on request.

Nos clients principaux incluent les fournisseurs d'énergie, privés & publics, industries lourdes, entrepreneurs spécialisés, Fabricant (OEM's), et ingénieurs conseils. Une liste détaillée est disponible sur demande.

MOBILE SUBSTATIONS 24 – 13.8 KV, 5000 KVA

JAMAICA PUBLIC SERVICE CO.



Canadian Projects

Projects done in Canada for Industrial Clients, Utilities and Consulting Engineering Firms include : (Other detailed list of customers is available on request)

Projets Canadien

Les projets fait au Canada en industrie, pour des fournisseurs d'énergie et pour des sociétés d'ingénieurs conseils incluent : (Liste détaillée de référence est disponible sur demande)

ABB

Capacitor banks project.

Projet de bancs de condensateurs.

Alcan

Supply of Apparatus & Spare Parts

Fourniture d'Appareillage & Pièces de Rechange.

Arno Électrique

Field Commissioning Services.

Services en Chantier de Mise en Marche.

Domtar

Supply of Switching Equipment & Hardware

Fourniture de Matériel de Sectionnement & de Quincaillerie.

G.E. Hydro / Star Lake Power Project

Design & Supply of 25 kV substation.

Conception & Fourniture d'une sous-station 25kV.

Design & Supply of 25 kV bus duct .

Conception & Fourniture de caniveaux 25 kV.

Hydro-Magog

Supply of Switching Equipment & Hardware

Fourniture de Matériel de Sectionnement & de Quincaillerie.

Hydro-Sherbrooke

46 kV Motorised Disconnects for Severe Ice Conditions.

Sectionneurs Motorisés 46 kV pour conditions de Glace Sévère.

New Brunswick Power

Supply of transmission steel poles.

Fourniture de poteau d'acier 315 kV.

Supply of metering units.

Fourniture de transformateurs de mesurage.

BFI

Design & supply of a 25 kV pole type outdoor substation in Lachenaie, Quebec.

Conception et fourniture d'une sous-station 25 kV type poteau à Lachenaie, Québec.

T.G. Waterville

Supply of Switching and Power Apparatus.

Fourniture de Matériel de Sectionnement de Puissance.

STM – Metro Montreal

Supply of fire rated trenches & covers (500°C).

Fourniture de rainures & couvercles coupe feu (500°C).

BCTC / BCH

Steel Structures, H.V. Substations.

Fourniture d'acier pour postes H.T.



International Projects

Some export projects we have participated through CIDA, the World Bank and other trading companies, consultants or direct to customers include :

DOMINICAN REPUBLIC

4 Substations 110 kV and 69 kV
Rural Electrification Project

INDIA – Kerala State

Power Factor Compensation on 16
Substations 132 kV & 69 kV

JAMAICA

120 kV to 69 kV Substations

MEXICO

400 kV Transmissions Lines –
Towers & Hardware

PAKISTAN

Interconnection and Stability Improvement
Feasibility Study

SENEGAL-M'BUR

Rural Electrification Project

TRINIDAD

Equipment for 69 kV Substation

ZIMBABWE

Interconnection, Design, Supply and
Procurement Management

GUINEE

Street lighting project



Projets Internationaux

Quelques uns des projets auxquels nous avons participé à travers l'ACDI, la Banque Mondiale, et autres agents, conseillers ou directement avec certains clients inclus :

RÉPUBLIQUE DOMINICAINE

4 Sous-stations 110 kV et 69 kV
Projet d'Électrification Rural

INDE – État de Kerala

Compensation du Facteur de Puissance sur
16 sous-stations 132 kV et 69 kV

JAMAIQUE

Sous-stations 120 kV à 69 kV

MEXIQUE

Lignes de Transmission
400 kV –Tours & Quincaillerie

PAKISTAN

Étude de faisabilité sur l'Interconnexion et
l'amélioration de la Stabilité

SENEGAL-M'BUR

Projet d'Électrification Rural

TRINIDAD

Équipement de sous-stations 69 kV

ZIMBABWE

Conception, Fourniture et Gestion des
Achats pour Interconnexion

GUINEE

Projet d'éclairage de rue

PREPA

Supply of electrical equipment &
spare parts / Fourniture d'équipement
électrique & pièces de rechange

BECHTEL – IRAQ

Supply of cable & spare parts /
Fourniture de câbles & pièces
de rechange





69 KV SUBSTATION – BAIE COMEAU S.D.O. POSTE 69 KV – BAIE COMEAU S.D.O

Specialties

- Medium & High Voltage Substation Packages
- Electrical Apparatus
- Line Hardware & Insulators
- Protection & Control
- Energy Management
- Energy Generation & Accessories
- Telecommunication Components

Spécialités

- Ensembles de Sous-station de Moyenne et Haute Tension
- Appareillage Électrique
- Quincaillerie de ligne de distribution et de transmission et isolateurs
- Protection et Contrôle
- Gestion d'Énergie
- Génération d'Énergie & Accessoires
- Télécommunication

Manufacture :

734 St-Étienne, L'Assomption, Qué. J5W 1Z1, Canada
Tel : (450) 589-0445 Fax : (450) 589-0733
www.mvapower.com

Administration :

1 rue Holly, Montréal, Qué. H3X 3K6 Canada
Tel : (450) 589-0445 Fax : (450) 589-0733
info@mvapower.qc.ca
mhadid@mvapower.com



References 2006-2011 projects

1 –

Corridor Resources (Penobsquis, NB)

McCully Phase 2 Field Development project - 138kV Substation (Detail Design, Manufacture & Supply Package)

Corridor Resources
Halifax, NS

c/o Project Manager : **AMEC Industrial & Infrastructure, Atlantic Region**
56 Avonlea Court, Suite 300
Fredericton, NB
E3C 1N8

David Anderson, CET, Senior Electrical Designer
Tel: 506-460-5802
Mobile 506-461-0458
e-mail : dave.a.anderson@amec.com

delivered : Dec. 2006 energized / in service date : Apr. 2007

2 –

TOLKO Industries (Pulp Mill – Williams Lake, BC)

69kV Substation Package

TOLKO Industries - Creekside Division

Mark Everard, Buyer
Tel: 250-

c/o Project Manager: **LEX Engineering Ltd.**
2560 Simpson Road, Suite 200
Richmond, BC
V6X 2P9

Shane D. Schneider, EIT Design Engineer
Paul Fuoco, Eng. VP Engineering Projects
Phone: 604-273-1758

Delivery date : May. 2007

3 –

BCTC (BC Transmission Corp) – 69kV Clayburn Substation – Structural Steel (HSS)

BC Hydro

6911 Southpoint Drive (A03)

Burnaby, B.C. V3N 4X8

Jason Lo, Buyer

Carmela Kwan-Chu, P. Eng. Civil Design

Phone: (604) 528-2901

Email: Carmela.Kwan-Chu@bchydro.com

Delivery date : Feb. 2008

4 – MSE Power Systems – 230kV Brown Hill Substation – Structural Steel (Tubular & HSS)

UPC Wind Farm

Dansville, NY

c/o Project Manager: **MSE Power Systems, Inc.**

403 New Karner Road

Albany, NY 12205

David Klein, V.P. Operations & Projects

Tel: (518) 452-7718

Delivery date : Dec. 2007-Jan. 2008

5 - MSE Power Systems – 115kV Lent Hill Substation – Structural Steel (Tubular & HSS)

UPC Wind Farm

Cohocton, NY

c/o Project Manager: **MSE Power Systems, Inc.**

403 New Karner Road

Albany, NY 12205

David Klein, V.P. Operations & Projects

Tel: (518) 452-7718

Delivery date : Dec. 2007-Jan. 2008

**6 - MSE Power Systems – 230 & 115kV Brown & Lent Hill Substation –
Structural Steel (TRX Platforms)**

UPC Wind Farm

Cohocton, NY

c/o Project Manager: **MSE Power Systems, Inc.**

403 New Karner Road

Albany, NY 12205

David Klein, V.P. Operations & Projects

Tel: (518) 452-7718

Delivery date : Dec. 2007

7 – MB (Manitoba) Hydro – Red River Crossing Deadend Towers

QTY: 2x 82ft. Deadend Tubular Towers – Detail Design, Manufacture/Fabrication & delivery

MB Hydro
820 Taylor Ave.
Winnipeg, MB

Ross Storie, Civil Design
Tel:

Delivery date: June 2007 - Nov. 2007

8 – SNC Lavalin – Hadjret En Nousse (Algeria – Thermal Power Plant) (Lattice Structures)

400kV Incoming Tower Lines & Substation Structures.

c/o Project Manager: **SNC Lavalin Constructors Inc.**
455 Rene Levesque Blvd. West
Montreal. QC

Joseph-Alain Bedard, Eng. Project Manager
Christopher Bragg, Buyer
Pierre Monette, Buyer
Tel : (514) 393 1000

Delivery date: May. 2007 – Jan. 2008

9 - SNC Lavalin – Hadjret En Nousse (Algeria – Thermal Power Plant)

400kV Conductor & Hardware (fittings, connectors, etc.) equipment.

c/o Project Manager: **SNC Lavalin Constructors Inc.**
455 Rene Levesque Blvd. West, 7th Floor
Montreal. QC

Joseph-Alain Bedard, Eng. Project Manager
Christopher Bragg, Buyer
Pierre Monette, Buyer
Tel : (514) 393 1000

Delivery date: May. 2007 – Jan. 2008

10 - SNC Lavalin – Greenfield Ethanol (Ontario – Ethanol Plant)

25kV Switches & Arrestors package equipment.

c/o Project Manager: **SNC Lavalin Constructors Inc.**
455 Rene Levesque Blvd. West
Montreal. QC

Michel Letourneau, Eng. Electrical Lead
Peter Thibault, Buyer
Pierre Monette, Buyer
Tel : (514) 982-2777

Delivery date: May. 2007 – Jan. 2008

11 – SUNCOR Energy Inc. c /o Jacobs Engineering – Firebag Stage 3 Project

Supply of 12 & 15MVA Power TRXs & NGRs (QTY: 4 each).

SUNCOR Energy Inc.
112 - 4 Avenue S.W.
Calgary, Alberta
T2P 2V5

c/o Project Manager: **Jacobs Engineering**
13226 MacLeod Trail SE
Calgary, AB
T2J 7E5

Tarjit Singh Lally, Electrical Engineer
Gregg Neden, Senior Buyer
Tel: 403-258-6556

Delivery date: May. 2007 – June. 2008

12 – Yukon Energy Corporation – Carmacks – Pelly Crossing Transmission Line & Minto Mine Project

Supply of 5/7MVA Power TRX & Load Interruptor (QTY: 1 each) for **Minto Mine (Sherwood Copper end user/client)** – Critical Delivery timeline (fast track)

Supply of 25Kv Surge Arrestors (QTY: 15)
Supply of 25kV By-Pass Switch (QTY: 3)
Supply of 25kv Instrument TRXs (QTY: 6 CT's, QTY: 3 PT's)
Supply of DC Battery Systems (QTY: 3)
Supply of 1000Kva Padmount TRX (QTY: 1)

Yukon Energy Corporation
#2 Miles Canyon Road
Whitehorse, Yukon
Y1A 6S7

Tom Debolt, Buyer
Tel: 867-393-5300

c/o Project Manager: **Wardrop Engineering Inc.**
6725 Airport Road, 6th Floor
Toronto, ON
L4V 1V2

Andrew C. Ioannou, P. Eng. Senior Project Manager - Energy Division
Shilpa Shah, Eng. – Electrical
Tel: 905 673 3788 Ext. 314

Delivery: March 2008 – Oct. 2008

13 – Forclum Energie Services (FES) – EIFFAGE – Benin SubX (Africa) – 40MVA Power TRX

Supply of 40MVA Power TRX, 69kV/13.5kV Voltage (QTY: 1) for SubX reinforcement project in Benin, Africa

Forclum Energie Services – EIFFAGE Groupe
RD 937 - B.P.13
Verquin,
62131
France

Pascal Martel, Electrical Engineering Lead
Christophe Souillart, Purchasing Manager / Buyer
Tel: +33 6 18 66 40 86

Delivery date: March 2008 – Sept. 2008

14 – Gibraltar Mines (Copper Mine – McLeese Lake, BC)
66kV Substation Package

Gibraltar Mines Ltd.
10251 Gibraltar Mine Road
McLeese Lake, BC
V0L 1P0

Julie Arseneau, Buyer
Harold Karcher, Electrical

c/o Project Manager: **LEX Engineering Ltd.**
2560 Simpson Road, Suite 200
Richmond, BC
V6X 2P9

Paul Fuoco, Eng. VP Engineering Projects
Tel: 604-273-1758

Delivery date: July 2008 – Dec. 2008

15 - BCTC (BC Transmission Corp) – Dokie Wind Farm Terminal Substation – Structural Steel (HSS)

Fabrication, Manufacture & Supply of 260kV Major Dead End Incoming Tower & structural SubX steel

BCTC
Four Bentall Centre,
1055 Dunsmuir Street, Suite 1100
Vancouver, BC
V7X 1V5
Steve Gyabronka, Buyer
Tel: 604-699-7300

c/o Project Manager: **SNC Lavalin – ATP**
1035 – 7th Avenue SW
Calgary, AB
T2P 3E9

Amar Atwal, Buyer
403-539-4625
Syed Iqbal, Eng. Project Manager
Pauline Garcia, Eng, Civil Design Group
Tel: 403-536-4954

Delivery date: July 2008 – Oct. 2008 (critical & tight schedule project delivery)

16 - BCTC (BC Transmission Corp) – Dokie Wind Farm Terminal Substation – Substation Bill of Material

Fabrication, Manufacture, package & Supply of 260kV Substation Material (including: Busswork, SubX connectors, grounding equipment, cables, etc...)

BCTC
Four Bentall Centre,
1055 Dunsmuir Street, Suite 1100
Vancouver, BC
V7X 1V5
Kavita Bains, Buyer
Tel: 604-699-7300

c/o Project Manager: **SNC Lavalin – ATP**
1035 – 7th Avenue SW
Calgary, AB
T2P 3E9

Amar Atwal, Buyer
403-539-4625
Syed Iqbal, Eng. Project Manager
Mary Shen, Eng, Electrical Design Group
Pauline Garcia, Eng, Civil Design Group

Delivery date: Oct 2008 – Jan. 2009 (critical & tight schedule project delivery)

17 - BCTC (BC Transmission Corp) – Upper Harrison Terminal Substation
(c/o Cloudworks Energy Run of River Project) – Structural Steel (HSS)

Fabrication, Manufacture & Supply of 360kV Major Dead End Incoming Tower & structural SubX steel

BCTC
Four Bentall Centre,
1055 Dunsmuir Street, Suite 1100
Vancouver, BC
V7X 1V5
Linda Chung, Buyer
Tel: 604-699-7300

c/o Project Manager: **SNC Lavalin – ATP**
1035 – 7th Avenue SW
Calgary, AB
T2P 3E9

Amar Atwal, Buyer
403-539-4625
Mark Kefford Project Manager
Maria Acosta, Eng, Civil Design Group

Delivery date: Aug. 2008 – Jan. 2009 (critical & tight schedule project delivery)
energized / in service date : June 2009

18 - Bear Mountain Wind LP (AltaGas) – Bear Mountain Wind Farm Project – ZigZag Padmount Transformer & NGR

Fabrication, Manufacture & Supply of ZigZag Padmount Transformer & NGR package

Bear Mountain LP (Altagas)

c/o Project Manager: **HATCH Energy**
700, 840 - 7th Avenue S.W.
Calgary, Alberta
T2P 3G2

Lynda Scoville, Buyer
Tel: 403-920-3244
Dan Perrin, Project Manager
Brian Billay, Eng. Electrical Design Group

Delivery date: Oct. 2008 – March 2009 (critical & tight schedule project delivery)

19 - BCTC (BC Transmission Corp) – 138Kv Bear Mountain Wind Farm Terminal Substation – Structural Steel (HSS)

Fabrication, Manufacture & Supply of 138kV Major Dead End Incoming Tower & structural SubX steel

BCTC
Four Bentall Centre,
1055 Dunsmuir Street, Suite 1100
Vancouver, BC
V7X 1V5
Linda Chung, Buyer
Tel: 604-699-7300

c/o Project Manager: **SNC Lavalin – ATP**
1035 – 7th Avenue SW
Calgary, AB
T2P 3E9

Amar Atwal, Buyer
403-539-4625
Pappur Shankar, Project Manager
Stella Tian, Eng, Civil Design Group
Michael Novev, Eng. Electrical Design Group

Delivery date: Jan. 2009 – Apr. 2009 (critical & tight schedule project delivery)

20 - BCTC (BC Transmission Corp) – BP (British Petroleum) - Noel Project - Tie-In 138Kv Substation – Structural Steel (HSS)

Fabrication, Manufacture & Supply of 138kV Major Dead End Incoming Tower & structural SubX steel

BCTC
Four Bentall Centre,
1055 Dunsmuir Street, Suite 1100
Vancouver, BC
V7X 1V5
Linda Chung, Buyer
Tel: 604-699-7300

c/o Project Manager: **SNC Lavalin – ATP**
1035 – 7th Avenue SW
Calgary, AB
T2P 3E9

Amar Atwal, Buyer
403-539-4625
Pappur Shankar, Project Manager
Stella Tian, Eng, Civil Design Group
Michael Novev, Eng. Electrical Design Group

Delivery date: Mar. 2009 – Apr. 2009 (critical & tight schedule project delivery)

21 - BCTC (BC Transmission Corp) – 138Kv Bear Mountain Wind Farm Terminal Substation & BP (British Petroleum) - Noel Project Tie-In – Substation Bill of Material

Fabrication, Manufacture, package & Supply of 138kV Substation Material (including: Busswork, SubX connectors, grounding equipment, cables, etc...)

BCTC
Four Bentall Centre,
1055 Dunsmuir Street, Suite 1100
Vancouver, BC
V7X 1V5
Kavita Bains, Buyer
Tel: 604-699-7234

c/o Project Manager: **SNC Lavalin – ATP**
1035 – 7th Avenue SW
Calgary, AB
T2P 3E9

Amar Atwal, Buyer
403-539-4625
Pappur Shankar, Project Manager
Michael Novev, Eng. Electrical Design Group

Delivery date: Apr. 2009 – May 2009 (critical & tight schedule project delivery)

22 – PowerStream (Markham Hydro) – 230Kv Switchyard - Markham TS#4 – Structural Steel (HSS) & Tapered Tubular Lightning Masts.

Fabrication, Manufacture & Supply of 230kV Major Dead End Incoming Tower & structural SubX steel with Tapered Tubular Lightning Masts

PowerStream Inc.
161 Cityview Boulevard
Vaughan, Ontario
L4H 0A9
Brian Laws, Manager of Procurement and Inventory
Tel: 905-532-4523

Mr. Gerry Reesor, Eng., Stations Engineer
Tel: 905-532-4431

c/o Project Manager: **SNC Lavalin T&D**
2200 Lake Shore Blvd. West
Toronto, ON
M8V 1A4

Robert Bustraen, Electrical SubX Design Group & Project Manager
Vanna Cheung, Eng, Civil Design Group

Delivery date: Apr. 2009 – Dec. 2009

23 – ExxonMobil (Imperial Oil Ltd – ESSO (Canada)) – Kearl Oil Sands Project - Telecom Tower

Detailed Design, Fabrication, Manufacture & Supply of 90m Self-Supporting Tower & Mounting equipment for telecom hardware.

Detailed Design of Foundation System for 90m Self-Supporting Tower.

IORVL – Imperial Oil Resources Venture Limited
(c/o Exxon Mobil)
240 MidPark Way S.E.
Calgary, AB
T2P 3M9

c/o Project Manager: **FLUOR**
55 SunPark Plaza S.E.
Calgary, AB
T2X 3R4

Nurjahan Kassam, Buyer
403-537-5251
Khaled Saleh, Project Manager
Ed Chiu, Telecom Engineer
Sami Hashmi, Eng, Civil Design Group

Delivery date: June 2009 – Oct. 2009 (critical path & tight schedule project delivery)

24 – ExxonMobil (Imperial Oil Ltd – ESSO (Canada)) – Kearl Oil Sands Project – 240Kv Steel Poles (QTY: 69)

Fabrication, Manufacture & Supply of (QTY: 69 - various heights) 240Kv Steel Poles (Tapered Tubular) for Transmission Line.

IORVL – Imperial Oil Resources Venture Limited
(c/o Exxon Mobil)
240 MidPark Way S.E.
Calgary, AB
T2P 3M9

c/o Project Manager: **FLUOR**
55 SunPark Plaza S.E.
Calgary, AB
T2X 3R4

Daune Carmichael, Buyer
403-537-4986
Khaled Saleh, Project Manager
Jase S. Chin, Electrical Design Group
David Xia, Eng, Civil Design Group

Delivery date: July 2009 – July 2010

25 - BCTC (BC Transmission Corp) – 138kV Harvie Road Substation – Substation Bill of Material

Fabrication, Manufacture, package & Supply of 138kV Substation Material (including: Busswork, SubX connectors, grounding equipment, cables, etc...)

BCTC
Four Bentall Centre,
1055 Dunsmuir Street, Suite 1100
Vancouver, BC
V7X 1V5

Gordon Stables, Buyer
Tel: 604-699-7577

c/o Project Manager: **SNC Lavalin – ATP**
1035 – 7th Avenue SW
Calgary, AB
T2P 3E9

Amar Atwal, Buyer
403-539-4625
Jose Pico, Eng. Project Manager
Imran Khan, Eng, Electrical Design Group
Jaydeep Kumar Tailor, M.Sc. Electrical Design Group
403-539-4655

Delivery date: July 2009 – Sept. 2009

26 - BCTC (BC Transmission Corp) – ABB Power & Industrial Systems Division – Ashton Creek SVC Station – Substation Grounding Bill of Material

Fabrication, Manufacture, package & Supply of SVC Station Grounding Material (including: connectors, grounding equipment, grounding cables, etc...)

ABB Inc - Power & Industrial Systems Division
8585, Transcanada Hwy
Montreal, QC
H4S 1Z6

Fady Z. Matar, Buyer
Tel: 514-856 6222

Janet J. Balza, Project Manager
Kanika S. Sardana, Project Engineer
Lewis R. Vaughan, Electrical Engineer

c/o Project Manager: **SNC Lavalin – ATP**
1035 – 7th Avenue SW
Calgary, AB
T2P 3E9

Delivery date: Oct. 2009 – Mar. 2010

27 – ExxonMobil (Imperial Oil Ltd – ESSO (Canada)) – Kearl Oil Sands Project – 72Kv Steel Poles (QTY: 2)

Fabrication, Manufacture & Supply of (QTY: 2) 72Kv Steel Poles (Tapered Tubular) for River Crossing Transmission Line.

IORVL – Imperial Oil Resources Venture Limited
(c/o Exxon Mobil)
240 MidPark Way S.E.
Calgary, AB
T2P 3M9

c/o Project Manager: **FLUOR**
55 SunPark Plaza S.E.
Calgary, AB
T2X 3R4

Daune Carmichael, Buyer
403-537-4986
Jase S. Chin, Electrical Design Group

Delivery date: April 2010 – **ONGOING**

28 – BC Hydro (Generation) – Fort Nelson Generation Plant Upgrade – 100kVA, 14.4kV Generator Grounding Transformer Assembly

Design, Fabrication, Manufacture, package, Supply & Delivery of 15kv NGR / 100kVA Transformer Assembly for generation application

BC Hydro – Generation
6911 SouthPoint Drive
Burnaby, BC
V3N 4X8

Leanne Kievill, Buyer
Tel: 604-590-7553
Satwant Gadhok, Project Manager/Client representative

c/o Project Manager: **AMEC Americas**
111 Dunsmuir Street, Suite 400
Vancouver, BC
V6B 5W3

Lori Morrison, Buyer
604-664-3006
Edwin Tong, Eng. Project Manager
Hossein Zand, Eng, Electrical Design Group

Delivery date: June 2010 – **ONGOING**

29 – NL Hydro (Newfoundland & Labrador) – NALCOR Energy – Long Harbour Terminal SubX Project – VALE INCO – SubX Steel Structures

Fabrication, Manufacture & Supply of Structural Steel for 230kV Terminal Substation for Mining (Vale Inco) Interconnection application

NALCOR Energy c/o NL Hydro
P.O. Box 12400
St. John's, NL
A1B 4K7

Theresa Barnes, Buyer
709-737-1490
Derek Rendell, Civil Engineer Substation Group

Delivery date: July 2010 – Dec. 2010

30 – EnCana Corporation – Horn River Basin - Cabin Gas Plant Project — Zig Zag Grounding Transformer Assembly

Design, Fabrication, Manufacture, package, Supply & Delivery of Zig Zag Grounding Transformer

EnCana Corporation
9th Avenue SW
Calgary, AB
T2P 2S5

c/o Project Manager: **DPH-Focus Corporation**
8th Street SE
Calgary, AB
T2G 3A5

Ross Adolph, Buyer
403-287-5284
Bernie Beyer, Eng. Project Manager

Delivery date: Aug. 2010 – **ONGOING**

31 – SIMS Metal (Steel Recycling Plant – Richmond, BC) - 69kV Substation Package

SIMS Metal – Richmong Steel Recycling
11760 Mitchell Road
Richmond, BC
V6V 1V8

Raymond Li, Buyer
Tel: 604-324-4656
Eric Lindenbaum, Project Superintendent

c/o Project Manager: **LEX Engineering Ltd.**
2560 Simpson Road, Suite 200
Richmond, BC
V6X 2P9

Bo Bi, EIT Design Engineer
Paul Fuoco, Eng. VP Engineering Projects

Phone: 604-273-1758

Delivery date : Aug. 2010 – Nov. 2010

32 - GRDA – Grand River Dam Authority – Saline Creek & North MAID Substation Projects – 15kV Disconnect Switches (QTY: 3)

Fabrication, Manufacture & Supply of (QTY: 3) 15kV V-Type Disconnect Switches for Substation applications

GRDA
226 West Dwain Willis Ave
Vinita, OK
74301

Monica Fowler, Buyer
405-297-9963
Jason Neely, Transmission & Engineering Group

Delivery date: Sept. 2010 – Dec. 2010

33 – NL Hydro (Newfoundland & Labrador) – NALCOR Energy – Come By Chance Refinery Terminal SubX Project – Come By Chance Refinery – SubX Steel Structures

Fabrication, Manufacture & Supply of Structural Steel for 230kV Terminal Substation for Refinery Interconnection application

NALCOR Energy c/o NL Hydro
P.O. Box 12400
St. John's, NL
A1B 4K7

Theresa Barnes, Buyer
709-737-1490
Derek Rendell, Civil Engineer Substation Group

Delivery date: Dec. 2010 – **ONGOING**



City Council
STAFF REPORT
City of Glenwood Springs
May 4, 2023

Agenda Item: Award Request for Qualification 2023-22Q Three Phase Transformers

Action Requested: NA

Department: Public Works

Presented By: Matthew Langhorst

Strategic Goals: Preserve and Improve Infrastructure

Background Info: The city has seen a lot of growth this year with new residential developments and with expansion of the EV charging system in town. A majority of the transformers that we purchased are for specific projects that are either under development or under construction. Staff has been up front with developments coming in that we are seeing anywhere from a 20 week lead time on transformers all the way up to 118 week lead times. This round of 3-phase transformer bids, 7 units in total, we saw bid delivery dates from 24 weeks up to 116 weeks and pricing from \$108,453 to \$359,028. The transformer market is quite variable at this time and has been for the last year or so. Four of the transforms in this order are for developers that will need the transformers sooner rather than later and they will cover the cost of the equipment. Two of the transformers are to restock our inventory that was utilized to keep other developments going. One transformer is for a development that we know is coming and we want to stay ahead of. Staff recommends that we award the bid to the bidder with the lowest delivery time and a reasonable price as they are the best value for the RFQ. In evaluating proposals, the City of Glenwood Springs recommends awards that offer the City the best value. Price is a principal consideration; however, the City may consider quality, delivery, service, warranty, past performance, and reliability among other factors when making their determination. The city currently has another order in process with MVA, which means that staff will not have to start over with standard specifications and drawing submittals with another company on the same items.

Issues: None at this time.

Fiscal Impact: A majority of the transformers that we purchase at any one time are for developments in process and those costs are paid up front. The Department carries \$50,000 in the Projects budget for equipment purchases and \$200,000 in Capital Outlay for up front costs and equipment restock costs.

Legal Review: None at this time.

Staff Recommendation: Staff is Recommending Award Request for Qualification 2023-21Q Three Phase Transformers to MVA in the Amount of \$138,059.40.



QUOTATION: 1 of 3

MVA				
Specification for the Three Phase Pad Mounted Transformer				
KVA Rating	75KVA	150KVA	75KVA	1000KVA
QTY	1	2	2	2
Type	Loop-feed, dead front			
Tank Color	Manufacturer's green(Munsell 7.0 GY3.29/1.5)			
Standard	ANSI			
H.V.	13200 volt grounded Y/7620 volt		13200 volt grounded Y/7620 volt	
L.V.	208/120V		480/277V	
Vector Group	YNyn0			
Kind of Installation	Outdoor Type, Pad Mounted			
Frequency	60HZ			
No. of Phanse	3			
Working Temperature	±40°C			
Temperature Rise	65°C			
Altitude	1000M			
Winding Material	Aluminum			
Core Material	Silicon steel core, 5-legged			
Mininum Impedance(85°C)	ANSI C57.12.26-1975, Article 4.			5.75%
Oil	Mineral oil			
Cooling Type	O/A			
Tapping Range	No tap			
BIL(HV)	95KV			
BIL(LV)	15KV			
Insulation Class of HV	15KV			
Insulation Class of LV	1.2KV			
NLL(W)85°C	240	410	240	1150
LL (W)85°C	1230	2230	1230	7600
Total Loss(W)	1470	2640	1470	8750
Loss Tolerance(DOE2016)	No more than 10% for no-load losses, 6% for total losses			
Minimum Efficiency	99.03%	99.16%	99.03%	99.43%
Max. Winding Temp.	65°C			
Max. Temp. Rise of Top Oil	60°C			
Hottest spot	80°C			
No.of H.V. Bushing	6			
No.of L.V. Bushing	4 (Four hole spade)			
Load break switch	Four position switch			
Grounding Lugs	ANSI 1/2"-13 UNC Tapped hole			
Accessories	oil-immersed fuse, current limiting fuse, bayonet fuse, oil drip plate; Oil level indicator; Temperature level indicator; Pressure relief device; vacuum pressure gauge.			
Warranty	1 year			

CERTIFICATE OF REGISTRATION

This is to certify that the management system of:

MVA Puissance Inc / MVA Power Inc

Main Site: 734 rue Saint Étienne,
L'Assomption, Québec, J5W 1Z1, Canada

has been registered by Intertek as conforming to the requirements of:

ISO 9001:2015

The management system is applicable to:

Design, manufacturing and supply of structures for the power transmission, power distribution, power substations, telecommunications, and light rail networks; design, manufacture and supply of equipment, materials and components for the high voltage and medium voltage power networks, light rail and fiber optic networks individually or for turnkey packages.

Certificate Number:
0097401

Initial Certification Date:
19 December 2019

Date of Certification Decision:
18 November 2022

Issuing Date:
18 November 2022

Valid Until:
18 December 2025



intertek



A handwritten signature in black ink.

Calin Moldoveanu
President, Business Assurance

Intertek Testing Services NA, Inc.
900 Chelmsford Street, Lowell
MA 01851, USA





1 Rue Holly
Montreal, PQ, H3X 3K6
Tel: 450-589-0445
Fax: 450-589-0733
Email: Info@MVAPOWER.qc.ca

MVA Power Inc.. QUALITY MANUAL

Montreal, QC Operations

NOTE: EXCEPT AS MAY BE OTHERWISE PROVIDED BY CONTRACT, THIS QUALITY MANUAL IS THE PROPERTY OF MVA Power Inc.. THIS DOCUMENT IS ISSUED IN STRICT CONFIDENCE AND SHALL NOT BE REPRODUCED, COPIED OR USED AS THE BASIS FOR MANUFACTURE OR SALE OF PRODUCT WITHOUT PERMISSION.

Revision Number	Effective Date	Revision Description
0	1-30-2008	Original issue

APPROVALS

NAME	FUNCTION
Marc Hadid, Eng. (Electrical Engineer)	President MVA Power Inc.
Charly-Marc Hadid, Eng. (Industrial Engineer)	V.P. Sales & Marketing MVA Power Inc.
Ismail Ghunir	Quality Manager MVA Power Inc.
Benjamin-Avi Hadid	Shipping & Warehouse Manager MVA Power Inc.

INDEX

- 1.0 Management Responsibility
- 2.0 Quality Systems
- 3.0 Contract & Specification Review
- 4.0 Design Control
- 5.0 Document Control
- 6.0 Purchasing
- 7.0 Control of customer supplied material
- 8.0 Product Identification & Traceability
- 9.0 Process Control
- 10.0 Inspection & Testing
- 11.0 Control of Inspection, Measuring and Test Equipment
- 12.0 Inspection & Test Status
- 13.0 Control of Non-conforming Product
- 14.0 Handling, Storage, Packaging, Preservation & Delivery
- 15.0 Control of Quality Records
- 16.0 Internal Quality Audits
- 17.0 Training
- 18.0 Servicing Manufactured Goods

1.0 MANAGEMENT RESPONSIBILITY

1.1 Quality Policy

The quality policy is to achieve and maintain customer satisfaction for all our products and services. Policy objectives are as follows:

- assure that products and services are *right the first time*
- deliver products and services on time to both internal and external customers
- minimize all scrap and waste

2.0 QUALITY SYSTEM

The quality system described in this manual is designed to meet our customer's needs in terms of product quality, on-time-delivery, customer service and product performance.

3.0 CONTRACT and/or SPECIFICATION REVIEW

3.1 General

Most purchases are made on a "commercial" basis without a specific CONTRACT or SPECIFICATION. Those purchases made on a CONTRACT and/or SPECIFICATION basis are handled as indicated below.

3.2 Review

If are purchased in accordance with a CONTRACT or SPECIFICATION, a preliminary review is conducted by sales to determine if there are any special or non-standard requirements. If so, the CONTRACT or SPECIFICATION is forwarded to DESIGN, MANUFACTURING ENGINEERING and QUALITY ASSURANCE for comment which may include

- expected product performance relative to customer requirements (including supporting test reports)
- cost of any non-standard testing
- time required to execute any non-standard testing
- cost of any non-standard packaging
- exceptions or clarifications to requirements contained in the CONTRACT or SPECIFICATION

3.3 Amendment to Contract

After MVA Power Inc.. accepts a firm order from a customer, amendments to the CONTRACT or SPECIFICATION

may still be necessary in cases where:

- the needs of the customer change sufficiently to alter the terms of the contract
- MVA Power Inc.. encounters unexpected delays in providing the product

3.3 Records

A record of review and response to the CONTRACT and/or SPECIFICATION is maintained in the Engineering Project File. Each project is assigned a project number (e.g. VAXxx).

4.0 DESIGN CONTROL

4.1 General

The need for a design and development project arises when:

- MVA Power Inc.. decides to enter or create a new market of products
- the customer requests MVA Power Inc.. to manufacture an unproven design

4.2 Design and Development Planning

Design and development projects have three distinct stages:

4.2.1 Market Analysis

An analysis is performed to determine current and future market conditions.

4.2.2 Proposal to R & D Committee

Based on market analysis, a decision is made on whether or not to prepare a proposal to present to the R & D Committee. The R & D Committee is comprised of top management, product managers and technical managers. The R & D Committee determines whether the proposal should become a formal project.

4.2.3 Project Monitoring

Project activity and status is reviewed each quarter in the R & D Committee meeting.

4.3 Design Input

Design input is all the information needed to design a product. This could include one or more of the following:

- environmental conditions where the product will be installed
- product performance requirements as stated by the customer
- correspondence between the customer and MVA Power Inc. concerning design
- any industry imposed standards
- any statutory or regulatory requirements

4.4 Design Output

Design output is the translation of customer or market product requirements into a product design and predicted performance. The design must be consistent with MVA Power Inc.'s manufacturing capability, thus facilitating the transition to manufacturing a prototype and ultimately a production run. The design output should:

- be verified against design input requirements and validated
- contain acceptance criteria (testing)
- identify characteristics that are crucial to safe and proper handling or use
- be reviewed and approved before release to manufacturing and sales

4.5 Design Review

Design reviews are conducted by the R & D Committee on a quarterly basis. Records are maintained in the form of meeting minutes.

4.6 Design Validation

Design validation is used to assure that the final design satisfies the Design Inputs and Design Outputs. Design validation includes testing of the final product design to assure that the design satisfies the defined performance criteria.

4.7 Design Change Request

The need for a design change may be identified by one or more of the following:

- customer
- Application Engineering
- Design Engineering
- Manufacturing Engineering
- Manufacturing
- Materials
- Quality Assurance

4.8 Design Change Control

Design Engineering is the only function approved to document, review and approve changes. Records of change are maintained in Project Files and detailed on drawing revision notes.

5.0 DOCUMENT CONTROL

5.1 General

Documents are controlled to ensure that:

- information is easily accessible at appropriate locations
- only current revisions of documents are in use at all times
- obsolete documents are discarded

Two document control systems are utilized:

- LAN (local area network) based system
- Paper controlled system (limited use)

Complete system description is done according to customers requests & specifications for Doc Control (if applicable). In other cases, MVA Power keeps documents secure in paper & electronic copies for easy access when needed (i.e. MRB – Material Requirement Book or Project Book).

5.2 Document and Data Approval & Issue

5.2.1 Approval

All documents and data are approved and reviewed for adequacy by authorized associates, or their delegate, prior to release.

5.2.1.1 LAN Controlled Documents

Electronic media documents are approved using the LAN document control system.

5.2.1.2 Paper Controlled Documents

Paper controlled documents are approved by the author, or person currently performing that function.

5.2.2 Issue

5.2.2.1 LAN Controlled Documents

LAN documents are kept in a secure location on the LAN which is accessible by MVA Power Inc. associates, for use when needed. Hard copies on LAN documents can be printed; but, a watermark will appear on those hard copies indicating “valid only (date of print)”.

5.2.2.2 Paper Controlled Documents

Paper documents are controlled and issued by the originator, or person currently performing that function.

5.2.3 Current Revision Status

The LAN document control system includes a document index. This index identifies each document with the appropriate status, as follows:

- document number assigned
- document routing for approval
- approved
- obsolete

5.3 Document and Data Change

Document and data changes are reviewed and approved by the function that approved the original document.

6.0 PURCHASING

6.1 General

Purchasing of raw material, semi-finished goods and finished product for resale is based on reference numbers, referred to as “item numbers”. Item numbers are set-up, maintained and controlled by the Engineering Department. The item number master includes the name of qualified supplier(s), the appropriate drawing number and any special instructions that need to be communicated to the supplier on the PO.

6.2 Supplier Evaluation

Suppliers of critical products are evaluated to ensure that they are capable of meeting MVA Power Inc. requirements.

6.2.1 Evaluation Methods

MVA Power Inc. qualifies major suppliers by means of review of their ISO9000 certificate, QA Manual, Reference list & contacts or a visit to the supplier’s facility. A new or existing supplier must submit samples for “1st article” approval on any article manufactured for the first time. Following 1st article approval, that article/supplier is qualified.

at MVA POWER INC.. evaluates each supplier’s capability by means of product receipt inspection on least the first four consecutive receipts after 1st article approval.

MVA POWER INC.. evaluates major supplier’s quality systems by means of a visit to the supplier’s facility and by the review of their quality manual & NCR Reports on similar project scopes.

6.3 Purchasing Data

Suppliers are sent a purchase order that precisely identifies the material being ordered. This may include one or more of the following:

- product description
- supplier or customer’s drawing number (contains technical and quality requirements)
- special manufacturing requirements
- material description

On certain critical products, suppliers are provided with a Material Specification which contains a complete description of technical and quality requirements.

6.4 Purchase Order Approval

The planner/buyers have the authority to purchase existing items from existing suppliers. New suppliers of existing items or new items are evaluated as previously described. New raw material items are reviewed to assure conformance to necessary technical and quality requirements prior to authorization to add the item to the purchasing data base.

6.5 Verification of Materials at Point of Manufacture

MVA POWER INC.. does not normally perform verification of materials at the supplier’s manufacturing facility.

7.0 CONTROL OF CUSTOMER SUPPLIED MATERIAL

MVA Power Inc. does not currently use customer supplied material. If such activity developed, the Materials Manager is responsible for documenting and implementing the appropriate procedures.

8.0 PRODUCT IDENTIFICATION AND TRACEABILITY

8.1 Identification

Product is identified at receipt and at all stages of production, delivery and installation.

8.1.1 At Receipt

All raw materials, semi-finished goods and finished goods for resale are identified according to MVA Power Inc or client requirements, as specified on drawings and/or item master detail.

8.1.2 During Production

All sub-assembly components and all finished assemblies are identified with a unique manufacturing number. This identifying number travels with the components throughout manufacturing.

8.1.3 Finished Goods Inventory, Delivery and Installation

At a minimum, each finished assembly is identified with the MVA Power Inc. catalog number.

8.2 Traceability

On every contract, traceability from receipt thru manufacturing to finished goods is rigidly controlled. Receipts are traceable to a specific project number, PO number or item description.

Production lots are stored-in and shipments are traceable-to specific inventory locations; but one or more production lots may be in the same inventory location.

9.0 PROCESS CONTROL

9.1 Planning and Work Instructions

Discrete job travelers accompany each production lot throughout its manufacturing cycle. The Discrete Job Traveler provides the order of operations and work instructions for each operation.

9.2 Special Processes

Special processes (where applicable) include Magnetic Particle Inspection, Heat Treating and Welding. These processes are qualified, monitored and controlled as follows:

Magnetic Particle Inspection is performed by a trained and certified inspector.

Heat Treating is verified by mechanical test reports (T,Y,E) or hardness test reports.

Welding is done using qualified procedures, welding procedure specifications and certified welders.

10.0 INSPECTION AND TESTING

10.1 General

Inspection and/or testing is conducted at three critical process steps: Receiving, Manufacturing, Finished Production.

10.2 Receiving Inspection

All materials designated for use in product manufacturing and all finished goods purchased and designated for sale with MVA Power Inc. products are subjected to Receiving Inspection. The following types of materials are actually inspected:

- Any product from a new supplier
- Any new product from existing supplier
- Any product that is found defective during manufacturing
- Certain critical products

Articles are inspected according to various Receiving Inspection Checklists (BOL – Bill of Lading) and/or drawings.

Inspection includes verification of any required supplier certifications and in-house testing as specified in the Receiving Inspection Checklist. Receiving Inspection is conducted in a designated area. Items are moved from Receiving Inspection only upon authorization by the Receiving Inspection function.

10.3 Manufacturing Quality Control

Each manufacturing plant is responsible for product quality exiting that plant. A quality process flow chart is used at each plant. This flow chart details how quality is to be controlled and what quality records are to be made. A quality record is generated for each production lot at each

plant.

10.4 Final Inspection and Testing

Each completed production lot is submitted to Final Inspection. These lots are inspected based on requirements specified on drawings and in manufacturing instructions that are routed with each lot. In addition, Inspection Checklists detail inspection and test instructions for many types of products. A record of each inspection is maintained. The system for handling non-conforming product is described later in this manual.

11.0 CONTROL OF INSPECTION, MEASURING and TEST EQUIPMENT

11.1 General

Procedures to control, calibrate and maintain measuring and test equipment are documented.

11.2 Control Procedure

Inspection, measuring and test equipment are controlled by:

- selecting appropriate test equipment that is capable of the necessary accuracy and precision defined by the measurements that need to be made
- identifying all test equipment with a unique equipment number, calibration status, technician (or external service) that performed the calibration and next calibration date
- calibrating and adjusting at predefined intervals against recognized industry standards, or in the cases where no standards exist, documenting the basis of calibration
- documenting details of equipment type, unique identification, location, frequency of checks, check method, acceptance criteria, action taken when acceptance criteria is not met and records for all calibrations performed
- accessing and documenting the validity of test records produced from equipment that has been found to be out of calibration
- ensuring that environmental conditions are appropriate for calibration (both internal and external) and tests being performed
- assuring that proper handling and storage of equipment is appropriate to maintain accuracy and fitness for use
- where appropriate, safeguarding equipment hardware and software from inadvertent adjustments that would invalidate the calibration settings

If a measurement device is found to be out of calibration, the validity of prior inspection and test results is assessed as follows:

- The device is taken out of service immediately.
- The Quality Manager is notified of the finding.
- A review of the time frame and validity of previous measurements on product produced and tested with the suspect device is evaluated for risk by the Quality Manager.
- The QA Manager reviews the finding with Production, Engineering and Sales to determine whether any action is necessary, i.e. product hold, product retest, product recall.

12.0 INSPECTION and TEST STATUS

Inspection Status and Inspection data are documented at each manufacturing work center as part of the Quality At The Source system. Each operation, when complete, is “signed-off” on the manufacturing order (MO) by the operator at each work center. Inspection and Test Status is also documented at Final Inspection. Should all or part of a production lot fail inspection or test, such failure is noted on the manufacturing order and handled as described in another section of this manual.

13.0 CONTROL OF NON-CONFORMING PRODUCT

13.1 General

Non-conforming material is documented on a Non-Conforming Material Inspection Report (NCMIR). The NCMIR identifies the non-conforming material, documents the type of non-conformance and

provides for material review, disposition and corrective action.

13.2 Types of Non-conforming Product

Non-conforming product is identified as TYPE I or TYPE II. Quality Assurance Technicians are authorized to execute the review, disposition and corrective action on TYPE I non-conforming product. TYPE II non-conforming product is submitted to the Material Review Board (MRB).

13.3 Material Review Board

The Material Review Board (MRB) consists of the Manufacturing Team Manager, the Quality Team Manager and the appropriate Application/Design Engineer. The MRB must reach consensus regarding disposition and corrective action. In cases where the non-conforming condition does not effect function of the part, customer input may be requested and considered.

13.4 Disposition of Non-conforming Product

Disposition includes the following options:

- accept as-is
- rework and reinspect
- sort and remanufacture shortage
- scrap and remanufacture

13.5 Corrective Action

The NCMIR provides for determination of the root cause and specifies corrective action which may include such things as:

- retraining of manufacturing associate
- process capability studies
- modifications to drawings, drawing tolerances
- modifications to manufacturing procedures
- modifications to Quality At The Source procedures

14.0 HANDLING, STORAGE, PACKAGING, PRESERVATION and DELIVERY

14.1 Handling

All raw material, sub-assemblies and finished product are handled to prevent damage and deterioration. Large items are handled with fork lifts operated by associates with specific training and certification.

14.2 Storage

All raw materials are stored in designated and controlled warehouse locations to prevent damage and to facilitate inventory control. All in-process material is stored in staging areas behind the next process.

14.3 Packaging

Packaging and marking requirements are specified on the manufacturing order and supplemented by additional instructions on the packing request sheet known as the "pick".

14.4 Preservation

Many components are sealed in bio-degradable waterproof plastic. The plastic bio-degrades after about six months of exposure to sunlight. Standard shipping containers are heavy duty water resistant cardboard.

14.5 Delivery

The method of shipment is determined on a "least cost" basis unless otherwise specified by the customer.

15.0 CONTROL OF QUALITY RECORDS

15.1 General

Quality records are maintained to demonstrate conformance of products and processes to specified requirements.

15.2 Types of Quality Records

Quality records include, but are not limited to, the following:

- Material purchasing records
- Receiving Inspection (Receipt Traveler)
- Supplier Certification of Conformance or Test Reports
- Inventory Control Records
- Manufacturing procedures
- Manufacturing quality records
- Quality Assurance inspection and test records

16.0 INTERNAL QUALITY AUDITS

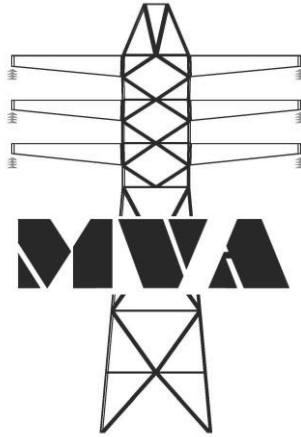
Quality at the Source is audited on a daily basis to ensure that plant quality records are reliable and complete.

17.0 TRAINING

All associates are required to complete a variety of training activities. A training record is maintained for each associate. Periodic audits are conducted to assure that each associate's training requirements are current and updated, if needed.

18.0 SERVICING MANUFACTURED GOODS

MVA POWER INC.. does not provide servicing to manufactured goods. MVA POWER INC.. does provide field service consultation upon customer request.



MVA POWER INC.

HEALTH, SAFETY & ENVIRONMENT MANUAL **An introduction to our HSE management system**

Version: 1011

October 2011

- 1.0 Management Systems
- 1.0 Contents
- 1.1 Introduction
- 1.2 Values
- 1.3 Health, Safety & Environmental Policy Statement
 - 1.3.1 Principles
 - 1.3.2 Aims
 - 1.3.3 Accountability and Responsibility
 - 1.3.4 Safety: Measures of Success
 - 1.3.5 Senior Management responsibilities
 - 1.3.6 Supervisor Responsibilities
 - 1.3.7 Employee Responsibilities
 - 1.3.8 Contractor Responsibilities
 - 1.3.9 Visitor Responsibilities
 - 1.3.10 Organization Chart
- 1.4 Our Key People
 - 1.4.1 President
 - 1.4.2 H&S Manager (Rep for OHSMS)
 - 1.4.3 Joint H&S Committee Members
 - 1.4.4 All Employees
 - 1.4.5 All Contractors
- 1.5 How our Management System Works
 - 1.5.1 Risk Management Approach
 - 1.5.2 Planning and Review
 - 1.5.3 System Documents
 - 1.5.4 Document Control
 - 1.5.5 Audits
 - 1.5.6 Improvements
 - 1.5.7 Human Resources
 - 1.5.8 Meetings
 - 1.5.9 Risk
 - 1.5.10 Communication Channels
 - 1.5.11 Joint H&S Committee Meetings
 - 1.5.12 Management Team Meetings
 - 1.5.13 Company Wide Email Notices
- 1.6 OHSAS 18001:2007 Clause Matrix
 - 1.6.1 OH&S Policy
 - 1.6.2 Planning
 - 1.6.3 Legal and Other Requirements
 - 1.6.4 Objectives
 - 1.6.5 OH&S Management Programs
 - 1.6.6 Structure and Responsibility
 - 1.6.7 Training, awareness & Competence
 - 1.6.8 Consultation & Communication
 - 1.6.9 Documentation
 - 1.6.10 Document and Data Control
 - 1.6.11 Operational Control
 - 1.6.12 Emergency Preparedness and Response
 - 1.6.13 Performance measurement and monitoring
 - 1.6.14 Accidents, Incidents, Non-Conformances, Corrective and Preventive Action
 - 1.6.15 Records & Record Management
 - 1.6.16 Audit
 - 1.6.17 Management Review

- 1.7 Industrial Hygiene Protocol
 - 1.7.1 General Policy
 - 1.7.2 Standard Policy And Implementation
 - 1.7.3 Occupational Health Standards
 - 1.7.4 The Behavioral Model:

1.1 INTRODUCTION

MVA Power Inc. is a Canadian manufacturer and distributor of equipment for medium and high voltage substations and power distribution and transmission lines.

With its steel manufacturing division, MVA Power Inc. is specialised in the detailed design, manufacturing and supply all electrical and mechanical equipment, hardware and accessories for energy and electrification projects of this nature.

This OHS Manual outlines our health and safety management system, and provides reference to other documents and aspects of the system.

1.2 VALUES

Integrity:

We believe integrity is the foundation of our individual and corporate actions that drives an organization of which we are proud.

- We are a responsible corporate citizen committed to the health and safety of people, protection of the environment, and compliance with laws, regulations, and company policies.
- We are honest, trustworthy, respectful and ethical in our actions.
- We honor our commitments.
- We are accountable for our actions, successes and failures.

Teamwork:

We believe teamwork leverages our individual strengths.

- We are committed to common goals.
- We expect everyone to actively participate on the MVA team.
- We openly communicate up, down, and across the organization.
- We value the diversity of our workforce.

Customer Centricity

Our customers are at the center of everything we do, and our products, services and business processes must be tuned to their needs. Every action we take must be aimed at doing the best job for our customers - both external and internal and we must listen to our customers and champion their interests at every moment.

Competitiveness

Today's environment demands that we remain nimble, flexible and responsive. We will always strive for market leadership, taking advantage of market opportunities and maintaining a competitive edge. Our organization will remain focused on operational excellence, and creating the most cost-efficient and customer-centric structure.

Respect

We respect every individual. We draw strength from equal opportunity and diversity, at the same time supporting personal growth and development. We value and we all benefit from the spirit of each individual.

1.3 HEALTH, SAFETY & ENVIRONMENTAL POLICY STATEMENT

1.3.1 Principles

MVA is committed to operating its business in a manner that prevents harm to people and the environment.

Health, safety and environmental considerations of our activities are integral to the success of our organization.

The authority, responsibility and accountability for health, safety and environmental aspects of our business will be clearly defined.

1.3.2 Aims

In accordance with these principles, MVA aims to:

- Provide adequate control of the health safety environmental risks arising from our work activities
- Consult with our employees on matters affecting their health and safety
- Provide and maintain safe shop and equipment;
- Ensure safe handling and use of substances
- To provide information, instruction and supervision for employees
- To ensure all employees are competent to do their task, and to give them adequate training
- Comply with applicable health, safety and environmental legislation;
- To prevent incidents and cases of work related ill health.
- To maintain safe and healthy working conditions
- Continuously improve, review and revise health, safety and environmental policy as necessary at regular intervals.

1.3.3 ACCOUNTABILITY AND RESPONSIBILITY

The health and safety of people, protection of the environment and the minimization of loss to equipment or property are the key priorities that form the basis for MVA's HSE Management System. Employees at all levels are expected to reflect these priorities during the performance of their work activities. The following "Measures of Success" are beliefs that management and employees must share to foster a positive, proactive, and continually improving HSE culture.

1.3.4 SAFETY: MEASURES OF SUCCESS

- Accidents/incidents are preventable
- Operational and transport exposures can be reasonably safeguarded
- Safety is a shared responsibility between management and employees
- Safety is a line management function and all levels of authority are accountable for events and conditions under their control
- Preventing accidents/incidents is good business
- Working safely is a condition of employment

1.3.5 SENIOR MANAGEMENT RESPONSIBILITIES

At the senior level, management is responsible and accountable for the planning, leading, and controlling required for the prevention of loss and the continuous improvement of the HSE system. This is accomplished by:

- Ensuring, as far as reasonably practical, the health, safety, and welfare of all employees and others at our sites or affected by our operations
- Ensuring that all employees are made aware of their HSE responsibilities and duties

- Providing HSE leadership by endorsing the HSE Policy, as well as initiating and directing the formulation of annual HSE plans and objectives
- Providing the financial and human resources required to administer the HSE management system and monitor its effectiveness
- Being familiar with action plans regarding HSE risks, opportunities, and current issues
- Providing guidance and advice regarding HSE initiatives and concerns

1.3.6 SUPERVISOR RESPONSIBILITIES

Examples of supervisory personnel include Team Leaders, Service Supervisors, and Shop Foremen. Supervisors are responsible and accountable for maintaining a safe worksite by:

- Providing leadership by complying with, monitoring, and insisting on employee and contractor compliance to regulatory, MVA, and the operating company's HSE standards and requirements
- Providing leadership by commending employees for appropriate behaviour or implementing corrective measures as required in order to maintain established HSE performance standards
- Ensuring that employees are familiar with regulatory, MVA, and the applicable operating company's HSE standards and requirements for the operations being performed
- Ensuring that all equipment is maintained in a safe operating condition, that hazard assessments are performed as specified in the Safety Standards Manual, and that hazardous conditions or unsafe acts are identified, evaluated, eliminated, or controlled
- Communicating with operating companies' representatives regarding HSE issues relevant to operations being performed
- Ensuring that employees under their direction are properly trained to perform their tasks in a safe and environmentally responsible, or remain under the guidance of a qualified worker
- Ensuring appropriate, well maintained safety and personal protective equipment is available and worn as required, and that employees receive adequate training in the use, limitations, and maintenance of the equipment

1.3.7 EMPLOYEE RESPONSIBILITIES

Your HSE responsibilities as an employee or contractor are:

- Taking reasonable care to protect your health and safety, or the health and safety of other workers or anyone exposed to our operations. Complying with and performing work activities according to established HSE standards, procedures, and practices
- Refusing to perform work that poses or may pose imminent danger to you or to any other individual. "Imminent Danger" means a danger that is not normal for a workers occupation or a danger under which a person engaged in that occupation would not normally perform during his or her work. If you refuse to perform work that might be dangerous, inform your supervisor or manager. The applicable manager or supervisor shall investigate the situation and take actions necessary to eliminate or control hazards
- Reporting all potential hazards, unsafe work practices, accidents/incidents, injuries, illness, spill/releases, violations, and non conformances to your immediate supervisor
- Using and maintaining designated safety and personal protective equipment as required to minimize or control hazards
- Asking your supervisor or manager for clarification and direction when you are unsure about a specific task or operation

1.3.8 CONTRACTOR RESPONSIBILITIES

As far as reasonably practical, contractors are responsible and accountable for ensuring the health and safety of their employees, and all individuals exposed to the contractor's work. Prior to being hired, contractors who perform safety sensitive work or work that involves environmental risks will be subject to and HSE program evaluation. These contractors must meet

the requirements specified and on the MVA "Contractor Selection Checklist" in order to be eligible for hire. A copy of the checklist can be found.

In addition to the above noted requirements, all contractors are responsible for:

- Complying with and ensuring that all persons under their direct control comply with all applicable regulatory requirements
- Complying with MVA HSE standards and requirements when directly involved in a MVA operation, or when directly supervised by a MVA employee
- Ensuring that all work activities are carried out in a manner that will not compromise the health and safety of any individuals
- Communicating to their personnel, as well as others present at worksites, applicable HSE information that will allow operations to be performed in a safe, healthy, and environmentally responsible manner.

Examples where applicable communications can take place; safety meetings, hazard assessments, or general communication

- Consulting with MVA management as required when in doubt about any matter pertaining to health, safety or the environment
- Inspecting and maintaining their equipment in a safe operating condition as specified by regulations and the manufacturer
- Ensuring that hazard assessments are performed as required, that HSE worksite inspections are performed as required, and that hazardous conditions or unsafe acts are identified, evaluated, and eliminated or controlled
- Maintaining WCB and Insurance coverage as stipulated in contractual agreements and as required by regulatory requirements. Contractor insurance requirements are specified in the Safety Standards Manual

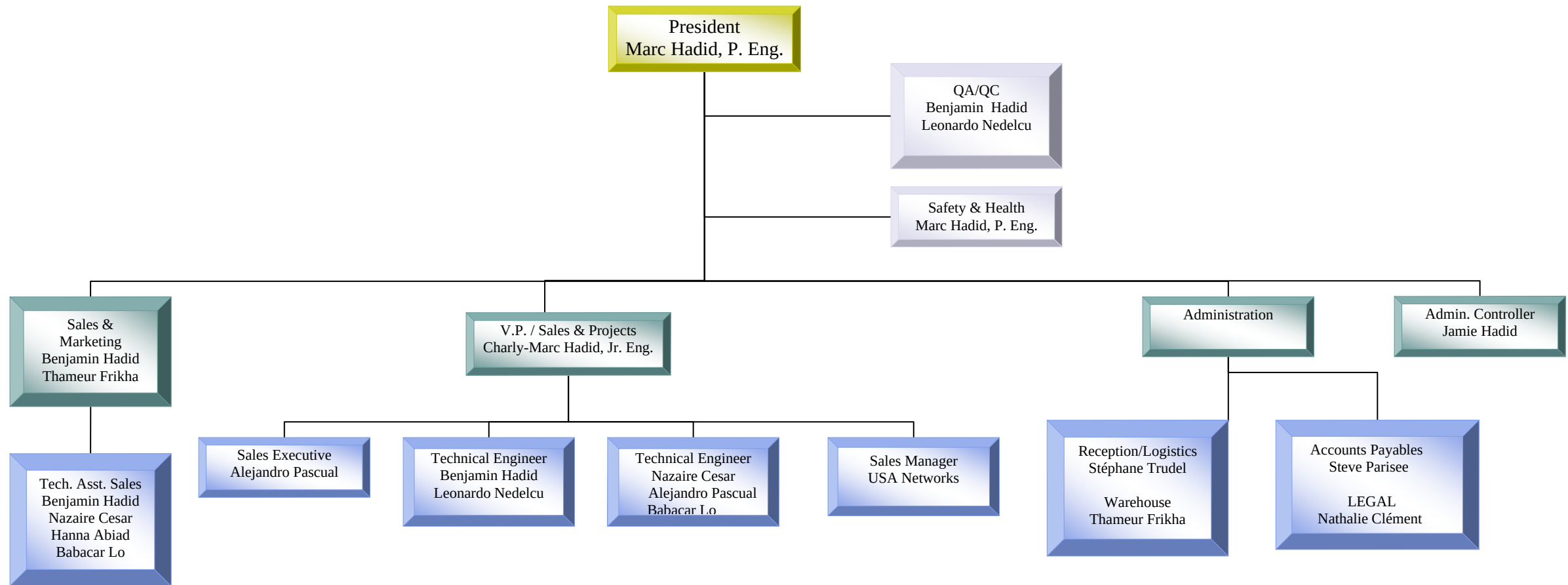
1.3.9 VISITOR RESPONSIBILITIES

All visitors to MVA are required to report to the facility office. Visitors are not allowed in work areas without authorization from the facility manager, and must be accompanied by an escort. Work areas include shops, yards, warehouses, and operational worksites. When visiting a MVA facility or worksite, visitors shall:

- Follow the instructions of the site supervisor or escort
- Wear the personal protective equipment when required

1.3.10 ORGANISATION CHART

Organisation Chart - MVA POWER inc. rev 16 avril 2019 DRAFT



1.4 OUR KEY PEOPLE

1.4.1 President

Has the ultimate responsibility for OHS within the organization, and reports to the Board of Directors.

1.4.2 H&S MANAGER (THE OHS MANAGER IS THE MANAGEMENT REP FOR THE OHSMS)

The OHS Manager is a member of the company management team, and has the responsibility and authority for ensuring that the OHS management system is established, documented, and implemented in accordance with requirements. This includes ensuring effective internal communications.

The OHS Manager reports to the Business Manager who also reports to CEO & Management Team on performance of the management system in management reviews meetings and recommends any improvements. Reports include:

1. OHS performance reporting, including results of OHS audits and reviews
2. Reporting of incidents and failures
3. Report on hazard identifications
4. Reporting on risk assessments
5. Reporting on preventive / corrective actions
6. Status of statutory reports

The OHS Manager communicates with other interested parties on matters related to the system. These parties may include:

- Government and regulatory bodies
- Certification bodies
- Associations
- Suppliers / subcontractors
- Customers

1.4.3 JOINT H&S COMMITTEE MEMBERS

- Hold regular meetings (at least as many meetings as required by the law)
- Identify workplace hazards and recommend remedial action(s)
- Respond to employee concerns regarding health and safety
- Assist management in the development and implementation of safe work practices and emergency procedures
- Participate in the development, implementation and monitoring of health and safety policies and programs
- Participate in workplace inspections
- Participate in accident/incident investigations
- Participate in resolving work refusals
- Promote health and safety education and training

1.4.4 ALL EMPLOYEES

All employees have a key role to play, and are:

- Expected to share the management's commitment to maintaining a safe and healthy working environment
- Authorised & responsible for monitoring, identifying and reporting of any problems or opportunities for improvement
- Responsible for complying with the policies and procedures that form part of this management system, and any applicable legal and regulatory requirements.

1.4.5 ALL CONTRACTORS

1. Prepare and submit safe work method statements for any high-risk activities before starting work on site (Must be approved the OHS Manager)
2. Notify management of any incident, injury, near miss, emergency or accident on the premises
3. Perform all activities and work in a safe and healthy manner and in accordance with the contract, safe work method statements and the workplace health and safety legislation.

1.5 HOW OUR MANAGEMENT SYSTEM WORKS

1.5.1 The Risk Management Approach

The overall aim of our OHS management system is to help us manage the risks we face. Our methodology for doing that is as follows:

Step	Discussion
Consider the context	Hazards are considered in the context of: • Our activities • The requirements we impose on ourselves in our OHS policies, objectives and targets • The requirements imposed on us by legal and regulatory bodies • Contractual requirements • The perceived expectations of the wider community
Hazard identification	We have established an integrated methodology for hazard identification including: • Regular workplace inspections • A program of internal and external audits • Well established ad-hoc hazard reporting program • Safety committee comprising representatives of management and employees • Procedure to initiate hazard analysis in the event of changes to working arrangements, new plant, materials or cause for concern
Analyze the risk	We use the matrix method with the following descriptors and values:

	Consequence: Insignificant (I) Minor (Mi) Moderate (Mo) Major (Ma) Catastrophic (C) Probability 1 2 3 4 5 Almost certain: 1M, 2H, 3H, 4E, 5E Very Likely 1M, 2H, 3H, 4E, 5E Quite Likely 1L, 2M, 3H, 4E, 5E Occasional 1L, 2L, 3M, 4H, 5E Rare 1L, 2L, 3M, 4H, 5H Our Risk Assessment procedure includes an explanation of each level of probability and consequence in the context of our activities:
Evaluate the risk	Risk levels are derived using the matrix. Once again, our Risk assessment procedure includes an explanation of each level of risk in the context of our activities.
Control the risk	We have a risk control procedure that specifies a hierarchy on controls. In order of preference, these are: 1. Elimination 2. Substitution 3. Isolation / separation 4. Administration

Our risk management strategy incorporates the use of Hazard Registry to list hazards, assess the risk they pose, and plan control measures. The risk management process is thereby integrated with our wider OHS and business improvement initiatives. Information and performance data is instantly available for management review or perusal.

1.5.2 PLANNING AND REVIEW

A management review of the system is carried out periodically to ensure its continued suitability for purpose, and effectiveness in satisfying requirements (Including those of OHSAS 18001:2007). These reviews take place at least once a year. They include, but are not restricted to:

- Assessment of the results of the regular internal audits
- Any external audits, certification issues
- Consideration of the needs and expectations of our customers. Particular attention will be paid to any customer feedback that may be received
- Consideration of the need to update the system in respect of any new materials / substances used, new technology, new operational practices, changing social and environmental conditions
- Consideration of the performance of the system and any suppliers / subcontractors
- Review of any accidents / incidents / improvement requests, and the status of any corrective or preventive actions
- Consideration of actions to be taken to promote OHS improvement

A record of reviews is kept in the form of minutes. In addition to the review by top management, our OHS committee members meet on a more regular basis to help monitor and manage the system.

1.5.3 SYSTEM DOCUMENTS

This manual forms the top tier of our system documents. It does the following:

- Contains our policy statement, and overall objectives
- Generally outlines our arrangements for addressing the various clauses in OHSAS 18001:2007
- Refers to the procedures and other controls in place

We have a series of documented procedures that meet the standard's compulsory requirement in the following areas:

- Monitoring and measurement
- Hazard identification
- Risk assessment
- Control of risks

In addition to these, we have chosen in some instances to document other procedures or plans to help control important activities. Our system includes various other types of documents including:

- Standard letters
- Forms
- Checklists

1.5.4 DOCUMENT CONTROL

For the management of important documents: approval, issue, revision and deletion. This gives us the confidence of knowing that the current version of these documents is available where needed.

1.5.5 AUDITS

For scheduling, planning and recording our programme of internal audits. These help to verify that our system is working effectively and helping to achieve our policy, objectives and targets.

1.5.6 IMPROVEMENTS

The engine room of our management system:

- Where we log ideas, problems, complaints and other opportunities for improvement
- Where we plan and record corrective / preventive action
- Where we query records for trend analysis.

1.5.7 HUMAN RESOURCES

For maintaining personnel details.

1.5.8 MEETINGS

For scheduling, planning and recording our important business meetings.

1.5.9 RISK

For recording our risk assessments. As this application becomes more widely rolled out to personnel, they can quickly and easily view record, and track progress on those they have an interest in.

1.5.10 COMMUNICATIONS CHANNELS

Various means are use to communicate information about our HS management system. These include:

1.5.11 JOINT H&S COMMITTEE MEETINGS

These are held on a quarterly basis, and are attended by employee representatives. They consider all aspects of our OHS management system. Minutes are published on notice boards, and copies are available on request from the OHS Manager.

1.5.12 MANAGEMENT TEAM MEETINGS

These are held on a monthly basis, and are timed so all employees may attend them. The relevant manager provides news and a summary of our organization's performance in various respects e.g. OHS, quality etc. Trends and major issues are explained, and everyone has the opportunity to raise questions and comment.

1.5.13 COMPANY WIDE EMAIL NOTICES

The OHS Manager and reps use email to inform people about OHS matters. These provide information on various matters – including OHS. The OHS Manager and reps use the notice boards to deliver news on the results of external certification audits, and to advice on any new health and safety initiatives. Company members will receive memos via active company email accounts.

Clause	How addressed
1.6.1 OH&S Policy	Policy statement in HS manual, on server and statements on wall in various locations
1.6.2 Planning	Methodology for hazard identification, risk assessment and control outlines in OHS manual and described more fully in procedures
1.6.3 Legal and other requirements	- Subscribe to Standards update service - Regular checks of applicable legal / regulatory requirements via industry association and government advisory bodies - Management Review issue
1.6.4 Objectives	- At high level, objectives are planned / reviewed at management review meetings - Individual managers set complementary objectives and targets throughout the organization - Planned / monitored using
1.6.5 OH&S Management Programmes	- Annual project plan - SWAP (Safe Working Practice) for a specific task / location - Job Descriptions
1.6.6 Structure & Responsibility	- Organization Chart - OHS Manager / Coordinators / Reps - Standard clauses on OHS issues for subcontractors
1.6.7 Training, Awareness & Competence	- Induction procedure - Training procedure - Employee development using - Planned / monitored using
1.6.8 Consultation & Communication	- OHS meetings - Intranet - Notice boards - Incident reporting procedure
1.6.9 Documentation	OHS Policy manual
1.6.10 Document and Data Control	- Document and data control procedure - Managed using – Documents module
1.6.11 Operational Control	- Risk management procedure - Detection system - Hierarchy systems - Managed using / Actions modules
1.6.12 Emergency	Procedures

Preparedness and Response	• Fire Drills / Alarm System • Spills • First Aid
1.6.13 Performance Measurement and Monitoring	• Health surveillance • Measurement / monitoring devices workbook with procedure • Employee surveys / Consultation meetings
1.6.14 Accidents, Incidents, Non-conformances and Corrective and Preventative Action	• Procedures • Managed using – Actions module • Accident form • Planned / monitored using
1.6.15 Records & Record Management	• Records management procedure • Data backup & restore procedure • Server / backup media • Other software applications • Filing cabinets
1.6.16 Audit	• Procedure • Trained auditors • Managed using – Audit module
1.6.16 Management review	• Regular meetings • Managed using – Meetings Module

1.7 INDUSTRIAL HYGIENE PROTOCOL

1.7.1 GENERAL POLICY

It is the policy our to conduct its business in a manner that safeguards occupational health and in-so-doing complies with all applicable laws and regulations.

1.7.2 STANDARD POLICY AND IMPLEMENTATION

Compliance and Understanding

Every facility shall, at all organizational levels, Demonstrate understanding of, and compliance with, corporate standards and methods as well as all applicable federal, state and local laws and regulations relating to occupational health.

General Management

Every facility shall maintain the organizational capability to manage and implement the occupational health policy and standards. Annual occupational health objectives and action plan shall be developed by the responsibility manager.

Information Management

Every facility shall collect and maintain specific employee exposure and medical information in a manner applying uniform standards utilizing Occupational Health Information Management criteria, in order to facilitate administration, communication and trend analysis, while protecting the confidentiality of individual medical information.

Training

Every facility shall implement timely and effective health hazard and Occupational Health Information Management education.

Identification

Every facility shall develop, implement and maintain:

- A comprehensive health hazard identification system using departments or work areas of potential exposure to toxic chemicals or physical agents.
- Methods and procedures for estimating and prioritizing potential exposures to these substances

Evaluation

Every facility shall conduct sufficient initial monitoring to evaluate, on a priority basis, whether exposure to toxic chemicals and physical agents in excess of permissible exposure levels.

New Installations

All new processes and equipment shall be engineered and specified so as to prevent employees from exposure to toxic chemicals and physical agents in excess of permissible exposure levels.

Remediation

Every facility shall take effective engineering, procedural, or other remedies to correct adverse findings from any industrial hygiene or medical evaluation.

Engineering Controls

Every facility shall ensure effective operation, maintenance and use of devices, equipment and systems installed to protect employees from exposure to toxic chemicals and physical agents in excess of permissible exposure levels.

Procedures

Every facility shall develop, communicate, enforce and maintain written operating, maintenance, labelling and warning procedures designed to protect employees from harmful levels of toxic chemicals and physical agents.

Back-up Exposure Controls

Every facility shall:

- Maintain high spill prevention, contaminant control and housekeeping standards.
- Make available and maintain personal protective clothing and equipment appropriate for hazards and exposure reasonable expected to occur.
- Establish and maintain appropriate personal hygiene services for the use and protection of those who handle toxic chemicals and contaminated equipment.

Monitoring

Every facility shall routinely monitor workplace exposures to ensure that toxic chemicals and physical agents having the potential for causing health problems are maintained within permissible exposure levels

1.7.3 OCCUPATIONAL HEALTH STANDARDS

General Policy

It is the policy of MVA Tank &Vac to conduct its business in a manner that safeguards occupational health and in so doing complies with all applicable laws and regulations.

Standards for Policy Implementation

Information Management:

Every facility shall collect and maintain specific employee exposure and medical information in a manner applying uniform standards utilizing Occupational Health Information Management criteria, in order to facilitate administration, communication, and trend analysis, while protecting the confidentiality of individual medical information.

Training:

Every facility shall implement timely and effective health hazard and Occupational Health Information Management education.

Medical Programs:

Every facility shall establish and maintain placement and periodic medical examination and testing programs appropriate for exposures or job functions reasonably expected in the workplace utilizing the Occupational Health Information Management criteria.

Treatment & Return-to-Work:

Every facility shall provide appropriate medical treatment for all work-related illnesses or injuries. Appropriate medical approval shall be required to return to work following an extended illness or injury.

Injury Management

Every Facility shall have a program with the aim of restoring the injured and/or ill employee to the fullest physical, psychological, social, vocational and economic usefulness of which they are capable, consistent with their pre-injury status.

START Behavioral-Based Safety Management

Specific, Measurable, Achievable, Realistic, Timely

1.7.4 THE BEHAVIORAL MODEL:

Result - Begin by stating the result(s) that you want to accomplish. (i.e. - zero injuries, 100% safe behavior for the at-risk behaviors, etc.)

Identify Key Behaviors - this includes identifying the at-risk behaviors that are preventing you from achieving your results and also identifying the behaviors that need to be performed to accomplish your results. The at-risk behaviors are identified by reviewing previous incident investigation reports, observing employees perform their work and also by interviewing employees. The desired behaviors are the actions that you want each level of the organization to perform to accomplish the results. These could be such things as conducting audits, reinforcing and correcting behavior, attending meetings, conducting ABC analysis and developing action plans for behavior change. Once the behaviors are identified, then clear concise definitions are developed for each behavior. The at-risk behaviors are listed on an audit checklist and are the basis for your behavioral observation program, while the list of behaviors needed to accomplish your results can become a part of an individual performance appraisal system.

Measure - this is accomplished through an observation program, charts, graphs, etc. The primary measurement tool for the at-risk behaviors is the behavioral observation program. During behavioral observations, at-risk behaviors are observed and recorded on the observation checklist as either being conducted safe or unsafe. The results are then recorded on a behavioral chart or graph and expressed in terms of % safe behavior observed. In the case of the other behaviors, they can be also measured by using reports, graphs, etc. and then reviewed during official performance evaluations.

Performance Feedback - is provided during the observations, during safety meetings to share the results of the observations, through graphs, action plans from ABC Analysis, performance reviews, etc.

Reinforcement Strategies - includes conducting ABC Analysis of at-risk behavior, identifying barriers to safe behavior, and developing actions to remove these barriers to influence behavioral

change. Additional actions include developing incentives that reinforce incident prevention actions, reinforcing safe behavior during observations, and utilizing sooncertain-positive consequences to sustain safe behavior.

Evaluate Effectiveness - the above listed actions should be monitored for a period of time (6-12 months) to see if you are making progress towards achieving your results. If you are not achieving results, then you need to begin adjusting the above listed steps (i.e. - identifying new behaviors, evaluating the measurement, feedback and reinforcement steps) until you get the results you are after. After you have achieved your results, the process starts over. It is a continuous process and should be renewed, at least annually, and incorporated into the site safety action plan.

Substations, Distribution & Transmission Lines

Sous-Stations, Lignes de Distribution et de Transmission



SEPT. 2011

276

MVA Puissance Inc.

MVA PUISSANCE INC. est un **fabricant Canadien** et **distributeur** de matériel de moyenne et haute tension pour sous-stations et lignes de distribution et transmission.

Avec sa division de fabrication d'acier, Romar Industries Inc., MVA PUISSANCE INC. exécute la **conception détaillée** et la **fourniture** de tout matériel électrique et mécanique pour ce genre de projet.

Les projets de **Sous-stations** sont du type intérieur et extérieur. Le matériel sur ce genre de projet peut inclure :

- Portiques et autres Structures
- Disjoncteurs de type Extérieur
- Appareillage de type Intérieur
- Sectionneurs et Interrupteurs
- Isolateurs, Jeu de Barres & Accessoires
- Matériel et accessoires de M.A.L.T.
- Transformateurs de Puissance & de Distribution
- Transformateurs de Mesure
- Relais de Protection
- Fusibles de Puissance
- Bancs de Condensateurs
- Essais et Mesurage
- Gestion d'Énergie
- Pièces de Rechange



**Supply
Fourniture**

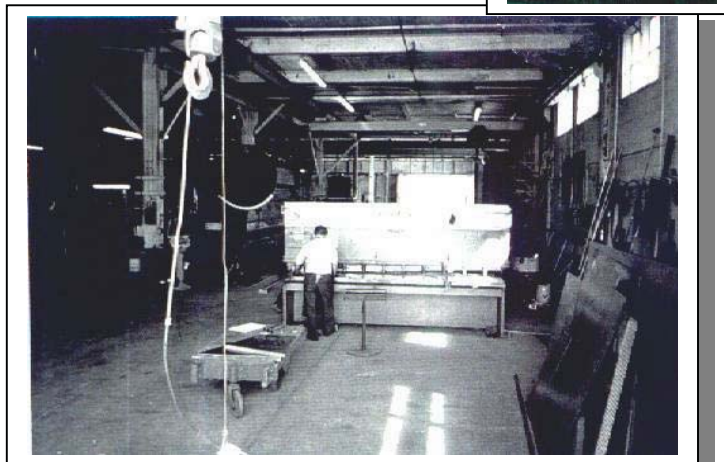
Les projets de **Distribution et Transmission d'Électricité** incluent les lignes aériennes et les lignes souterraines. Ce genre de projet peu inclure le matériel suivants :

- Câbles Haute Tension
- Poteaux et Pylônes
- Étagère à Câble & Jeux de Barres Blindés
- Conduit et Boîtes de Raccordement
- Transformateurs Aériens
- Sectionneurs et Fusibles Aériens
- Parafoudres

Nos clients principaux dans les marchés *Canadiens* et *Internationaux* incluent :

- Fournisseurs d'Électricité
- Ingénieurs Conseils
- Industries
- Villes et Municipalités

MVA PUISSANCE INC. avec son usine située à proximité de Montréal emploie quelques quinze personnes avec trois ingénieurs et techniciens et trois représentants de vente. Veuillez nous transmettre vos demandes de prix pour soumission ou pour prix budgétaire et informations techniques, il nous fera plaisir de vous servir.



**Manufacturing
Fabrication**

- Entrepreneurs Spécialisés
- Distributeurs & Fabricants (OEMs)
- Maisons de Commerce



MVA Power Inc.

MVA POWER INC. is a *Canadian manufacturer* and **distributor** of equipment for medium and high voltage substations and power distribution and transmission lines.

With its steel manufacturing division, MVA POWER INC. is specialised in the detailed **design, manufacturing** and **supply** all electrical and mechanical equipment, hardware and accessories for energy and electrification projects of this nature.

Substations projects, both indoor and outdoor. Equipment on such projects may include :

- *Tower frames* and other *Structures*
- Grounding materials and accessories
- Outdoor *breakers*
- Indoor *switchgear*
- *Disconnects* and *Loadbreakers*
- *Power Fuses* and *Cutouts*
- *Power & Distribution Transformers*
- *Instrument Transformers*
- *Protection Relays*
- *Insulators, Buswork & Accessories*
- *Power Factor Control* Equipment
- Lightning Arresters
- Shielding Towers
- Capacitor Banks
- Testing and Instruments
- Energy Monitoring
- Spare Parts



Detailed Design Conception de Détail

Power Transmission and Distribution projects includes overhead and underground lines. Equipment on such projects may include :

- Power Cables and Bus Duct
- High Voltage Cable
- Poles and Pylons
- Brackets and other Hardware
- Conduit and Pull Boxes
- Pole-mount Transformers
- Disconnects and Fuses
- Lightning Arresters

Our main customer in the *Canadian* and *International* markets include :

- Power Utilities, public and private
- Consulting Engineering firms
- Industry
- Cities and Municipalities
- Specialised Contractors
- Distributor & OEMs
- Trading Agencies

MVA POWER INC. with its Montreal based manufacturing facilities employs some fifteen people with three engineers and technicians on staff and three full-time sales people. Please send your requests for tenders or budget pricing and technical information, we will be happy to serve you.

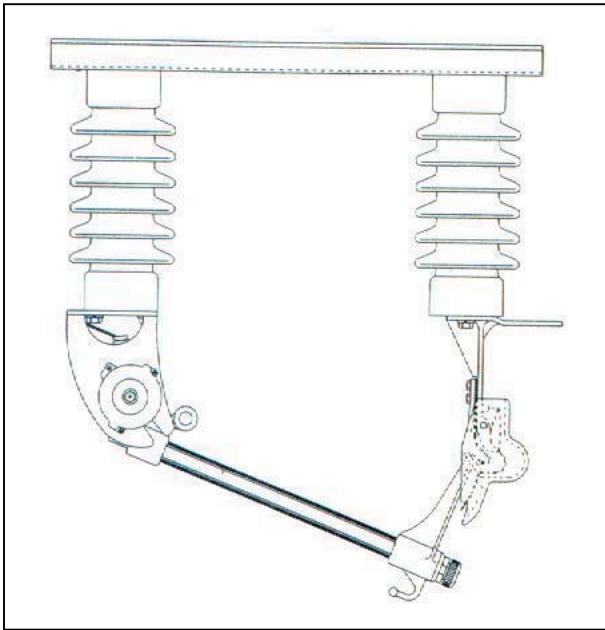


Products

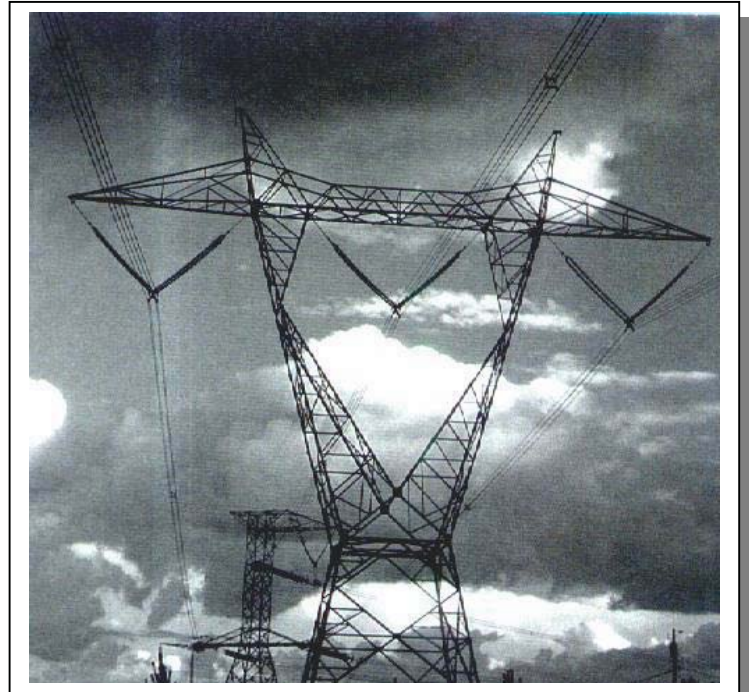
Substations

Transmission Lines & Distribution Lines

- Medium & High Voltage
Substation Packages
- Accessories & Hardware for Substations
- Air Core Current Limiting Reactors
- Batteries, Chargers & UPS
- Brackets, Aluminum, Steel & Fiberglass
- Bus Duct, Cable Bus & Cable Trays



- Cables, Aluminum & Copper
- Guy Wires
- Cables and Terminations, High Voltage
- Fiber Optic Cables
- Energy Monitoring



- KWH Meters
- Capacitors & Capacitor Banks
- Control Panels
- Poles & Anchors, Cross Arms,
Fiberglass & Wood
- Disconnect & Load Break Switches
- Electrical Connectors
- Fiber Optic Cables & Accessories
- Flex Braids
- Ground Rods & Inspection Boxes
- Ground Rods, Cables & Materials
- High Voltage Testing Equipment





- Indicators
- Indoor Station Equipment & Auxiliaries
- Instruments
- Insulators
- Lightning & Surge Arrestors
- Line Traps
- Photo Cells & Street Lighting
- MCCB
- Heat Shrink Tubing and Tape

We also supply spare parts, accessories and components that are hard to find. Contact us for your needs.

- Prefab Trenches & Boxes
- Protection Relays and SCADA
- Reactors, Resistors & Line Traps
- Reclosers
- Pylons
- Service Platforms, Steel & Aluminum
- Solar Energy Systems
- Supports, Steel & Aluminum
- Switchgear
- Telecommunication Towers
- Tower Structures
- Transformers, Distribution
- Transformers, Insutrument
- Transformers, Padmount
- Transformers, Dry Type
- Transmission Line Hardware
- Trolley Systems & Accessories

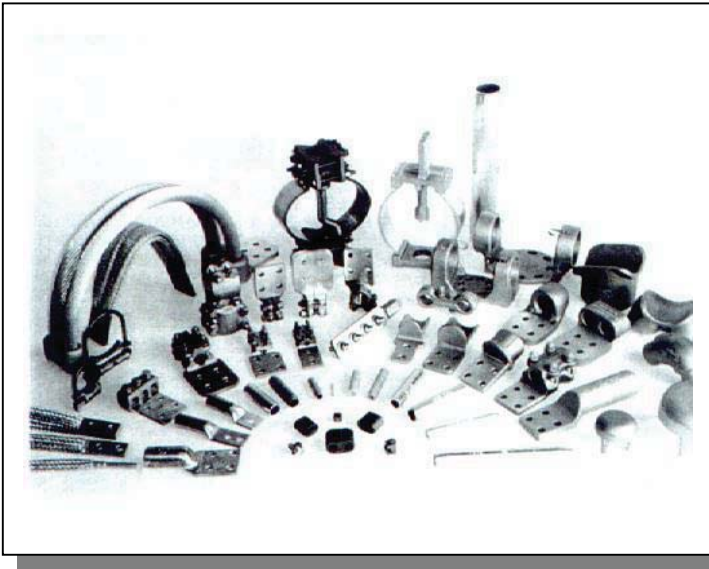


Produits

Sous-stations

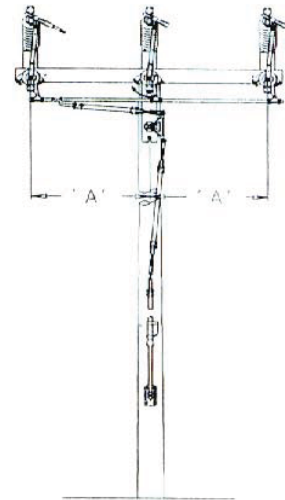
Lignes de Distribution & Lignes de Transmission

- Sous-station de moyenne et haute tension *clé-en-main*
- Accessoires & Matériel pour Sous-stations
- Accumulateurs & Chargeurs



- Alimentation Statique Sans Coupure (UPS)
- Appareillage
- Boîtes d'inspection de Raccord M.A.L.T.
- Câbles, Protège, Rouleaux, Étagère
- Câbles, Aluminium & Cuivre
- Câbles et Terminaisons, Haute Tension
- Câbles à Fibre Optique
- Câbles, Messenger
- Caniveaux & Boîtes Préfabriquées
- Cellule Photoélectrique & Éclairage de Rue
- Commutateurs

- Compteurs d'Énergie
- Système de Gestion d'Énergie
- Condensateurs & Banc de Condensateurs
- Conduits de Plancher
- Équipement de Station Intérieure
- Indicateurs
- Isolateurs
- Instruments
- Jeux de Barres Blindés
- M.A.L.T., Tiges, Câbles & Accessoires
- Panneaux de Commandes & Protection

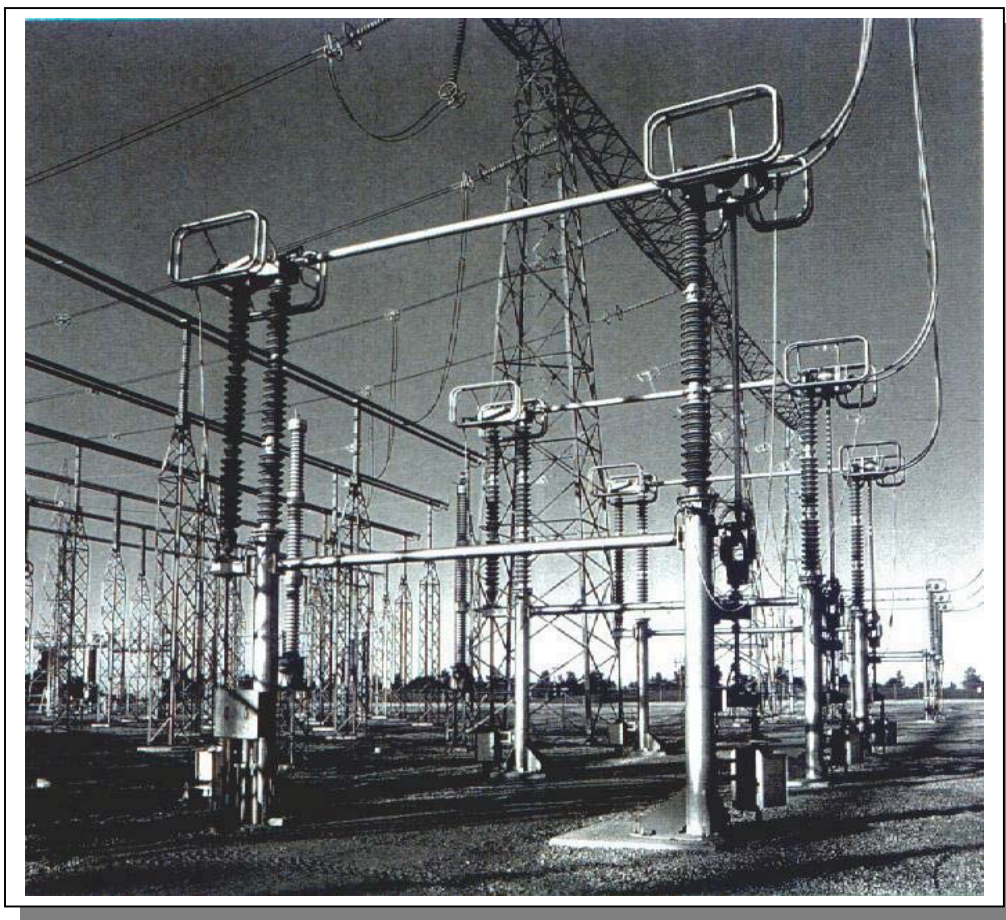


- Parafoudres
- Plates-formes d'Entretien, Aluminium & Acier
- Poteaux & Ancrages
- Portiques & Structures
- Tresses Flexibles
- Systèmes d'Énergie Solaire



275

- Pylônes
- Quincaillerie de Ligne
- Raccords Électriques
- Ré-enclencheurs
- Réactance, Limiteurs de Courant
- Résistances
- Relais de Protection & SCADA
- Sectionneurs d'isolement
- Sectionneurs-Interrupteurs
- Supports, Aluminium, Acier & Fibre de Verre
- Transformateurs, Type à Sec
- Transformateurs, de Mesure
- Transformateurs, de Puissance
- Transformateurs, Distribution
- Transformateurs, sur Socle
- Traverses, Bois & Fibre de Verre



Nous fournissons aussi des pièces de rechange, accessoires, et composants difficiles à trouver. Contactez nous pour vos besoins.



Suppliers

Our main suppliers include Canadian companies from across the country, as well as from all continents as per customer needs. Some of the major suppliers included:

- ABB
- Alstom / Areva
- **Arruti Industrias / Substaciones**
- **Cable Bus**
- **CDR Systems**
- Central Moloney
- **CES Transformer**
- Circuitor
- Cleaveland Price
- **CME**
- Condumex Transformers
- Conduct
- **Connector Products**
- Cooper
- C G Power
- **DSG / Canusa**
- **EMEK**

- **Fisher – Pierce**
- **GIG Insulators**
- Goodfellow
- Hubbell (Lenoir City Enclosures)
- **ICE / CEE/ Technirel**
- ITEC
- Joslyn
- **JSHP**
- Kabar
- Lapp
- Nalda
- NGK
- Noram – SMC
- Northern Transformers
- Paillardet
- Pioneer
- Pirelli / Prysmian

- Poltec
- Primax
- Quazite
- Raychem
- Romar Industries
- **S&C Electric**
- Schneider Group
- Siemens
- Slacan
- Strongwell Ebert
- Solar Combo
- Suntech / Fisher Pierce
- Toshiba
- Tri Delta
- VTC
- Western Power Products
- WW Components

Fournisseurs

Nos fournisseurs principaux incluent des compagnies Canadiennes d'un océan à l'autre, ainsi que de tous les continents selon les besoins de nos clients. Une liste partielle des principaux fournisseurs :

MVA POWER Inc. Exclusive Distributor

MVA Power also works with other International and Canadian suppliers on Request.

MVA Puissance Inc. Distributeur Exclusif

MVA Puissance travaille aussi avec d'autres fournisseurs Internationaux et Canadiens sur demande.

Contacts

Our technical staff are very dynamic, highly technical and also commercially oriented. This allows us to focus on technical discussions and recommendations with our customers and ensure competitiveness of clients projects.

MVA Power Inc. is also consulted at the early stages of projects for feasibility studies or budget quotations.

The following is a table of products. Please contact MVA Power Inc. for any inquiries.

Notre personnel est dynamique, très technique et consciencieux côté commercial. Ceci nous permet de nous concentrer sur les discussions techniques et les recommandations avec nos clients pour assurer que leurs projets sont compétitifs.

MVA Puissance Inc. est aussi consultée dans les premières étapes des projets pour les études de faisabilité et pour des prix budgétaires.

Le tableau suivant vous donne une liste type de matériel. SVP contacter MVA Puissance Inc.

Breakers

Cables & Terminations

Disconnects

Fuses & Fuse Cutouts

Grounding Hardware

Insulators

Lightning Arrestors

Portable Connection

Pole Line Hardware

Poles

Power Distribution Management

Power Factor Correction Equipment

Protective Relays & Panels

Static Excitation Systems

Substations

Spare Parts

Switchgear & Components

Testing Instruments

Towers & Emergency Tower

Tower Frames & Support Structures

Transformers, Instrument

Transformers, Pole Mount

Transformers, Power

Disjoncteurs

Câbles et Terminaisons

Sectionneurs

Fusibles et Coupe-circuits

Matériel de M.A.L.T.

Isolateurs

Liaisons Souples

Parafoudres

Matériel de Ligne

Poteaux

Automates et Gestion d'Énergie

Matériel de Correction De Fact. Puiss.

Panneaux et Relais de Protection

Matériel d'Excitation Statique

Sous-stations

Pièces de Rechange

Appareillages de Commutation

Instruments d'Essais

Pylônes et Pylônes d'Urgence

Portiques et Supports

Transformateurs, Mesure

Transformateurs, Aériens

Transformateurs, Puissance



Services

Substations

Transmission Lines & Distribution Lines

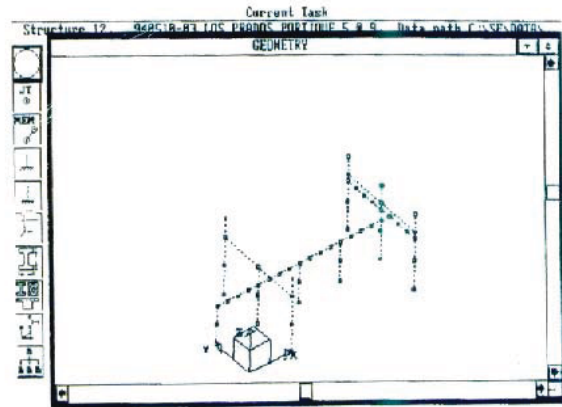
MVA Power uses the latest techniques and computer software to detail design and manufacturing. This enables MVA Power to design, supply and deliver on time and within budget the projects and orders.

Below is a list of services that are available within the context of a project :



- Foundation Shop Drawings
- Structural Shop Drawings
- Field Technical Services
- Field Supervision
- Ground Grid Studies and Calculations

- Bus Bar Calculations
- Layout Details & Bill of Materials



- Budget Pricing
- Telecom Network Schemes
- Span Calculations
- Cable Thermal and Dynamic Loading
- Power Factor Correction Systems
- Voltage Regulation Systems
- Network Rehabilitation
- Street Lighting
- Rural Electrification
- Renewable Energy Systems
- Used Materials



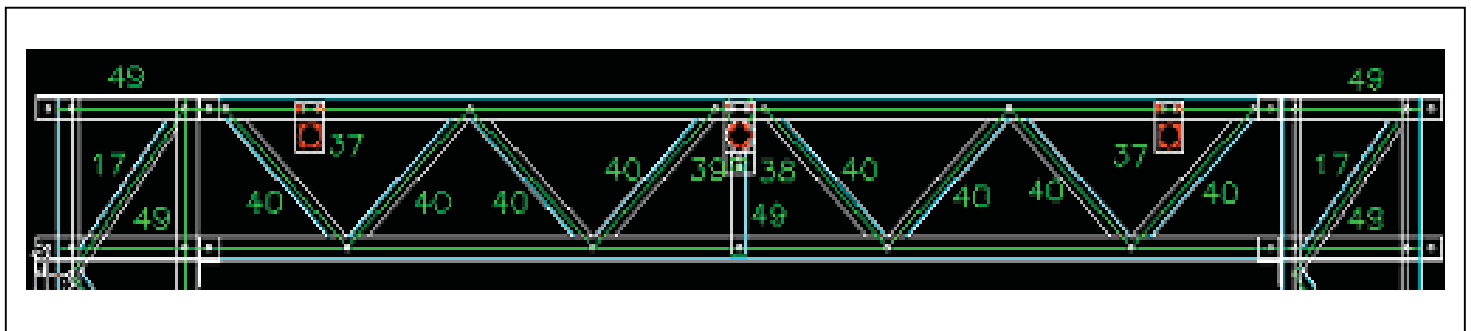
Services

Sous-stations

Lignes de Distribution & Lignes de Transmission

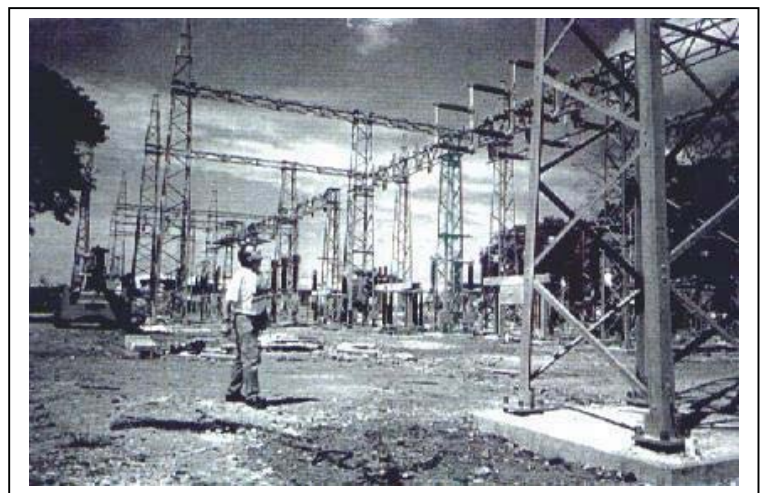
MVA Puissance utilise les dernières techniques et logiciels pour la conception détaillée, gestion et fabrication. Ceci permet à MVA Puissance de faire la conception, fourniture et livraison à temps des projets de ses clients.

Ci-dessous est une liste de services disponibles :



- Services Technique en Chantier
- Supervision en Chantier
- Conception de Fondations
- Conception Structurale
- Études et Calculs de Matrice M.A.L.T.
- Études de Dispositions d'Équipement
- Études de Faisabilité
- Études de Protection
- Systèmes de Télécom
- Calculs de Jeux de Barres
- Calculs de flèches
- Calcul pour Câble de Charge Thermique et Dynamique
- Systèmes de Régulation de Tension
- Systèmes d'énergie Renouvelable
- Étude et Réhabilitation de Réseau
- Éclairage Public

- Électrification Rurale
- Matériel Usagé



Key Personnel

Personnel Clé

M. Marc Hadid, ing./ Eng.

Electrical high voltage engineer, team leader with over 30 years of experience in the design, detail design, calculation, site supervision and commissioning of medium and high voltage substation for utilities and large industrial substations.

Ingénieur en électricité haute tension, chef d'équipe avec plus de 30 ans d'expérience en conception, conception de détail, calculs, supervision de chantier, mise en marche de sous-stations à moyenne et haute tension pour fournisseurs d'énergie et industries lourdes

M. Charly-Marc Hadid, ing./ Eng.

Over 5 years experience in sales, marketing and project management for utilities and industrial customers and distributors.

Plus de 5 ans d'expérience dans la vente, le marketing et la gestion de projets pour les utilités, l'industrie et les distributeurs.

M. Benjamin-Avi Hadid, ing. Jr./ Jr. Eng.

Mechanical engineer with 3 years experience in sales, marketing, project management, design, on site coordination and support for utilities and industrial customers and distributors.

Ingénieur mécanique avec 3 ans d'expérience dans la vente, le marketing, le design, la coordination sur place et le support pour les utilités, l'industrie et les distributeurs.

M. Eric Langer, Marketing/Sales executive

Over 20 years experience in sales, marketing and project management for utilities and industrial customers and distributors.

Plus de 20 ans d'expérience dans la vente, le marketing et la gestion de projets pour les utilités, l'industrie et les distributeurs.

In House Technical and Sales Personnel

An efficient and reliable technical and administrative support is assured with key personnel and other inside staff.

Un support technique et administratif efficace et fiable est assuré par le personnel clé et d'autres personnel interne.

Other consultants and specialists are hired as required by the projects.

D'autres spécialistes et consultants sont embauchés selon les besoins.

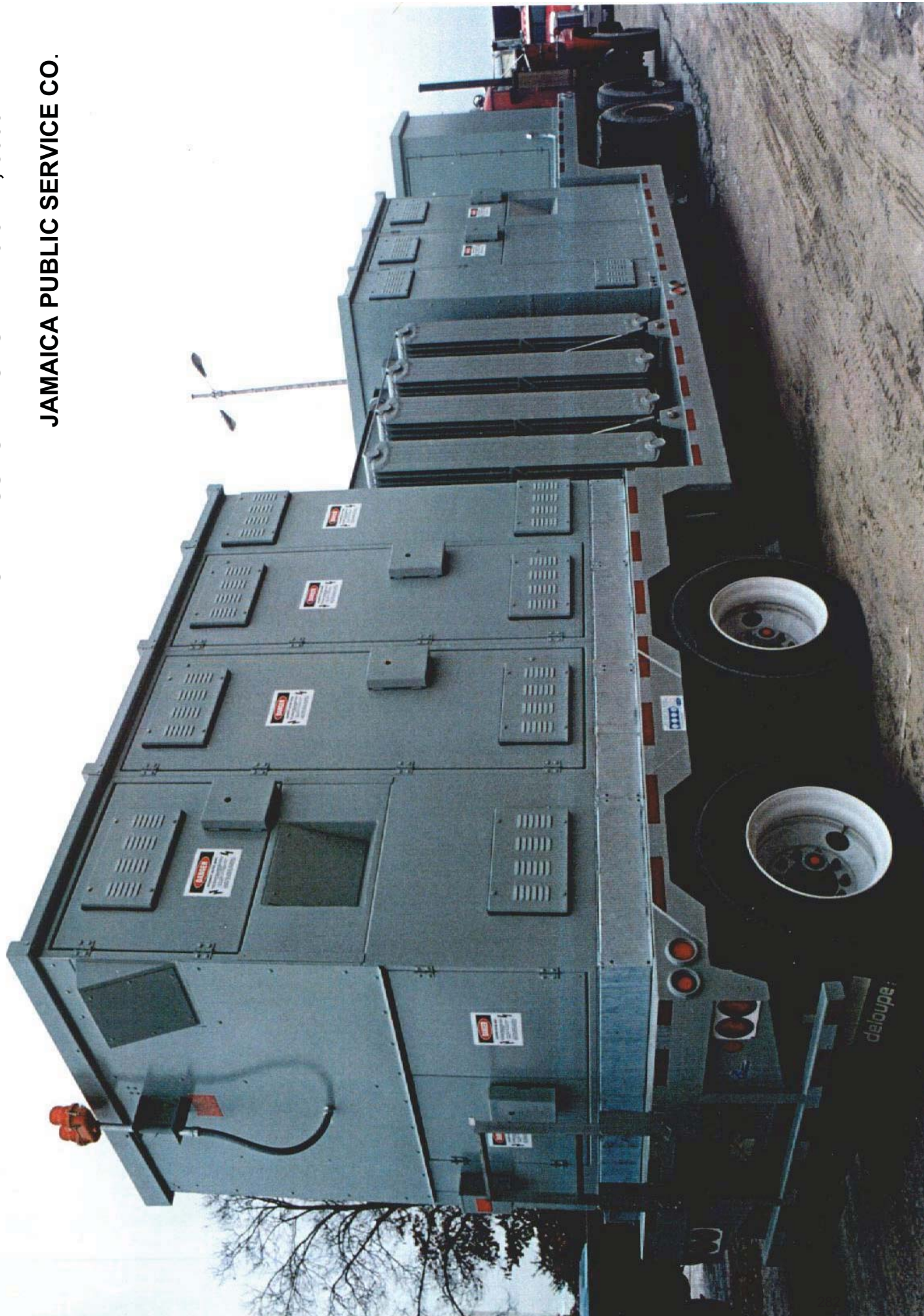
Clients

Our main customers are the major utilities, Public Utility Corporations (PUC), private Utilities, heavy industries, specialised contractors and distributors, OEM's, Consulting Engineering Firms. A detailed list is available on request.

Nos clients principaux incluent les fournisseurs d'énergie, privés & publics, industries lourdes, entrepreneurs spécialisés, Fabricant (OEM's), et ingénieurs conseils. Une liste détaillée est disponible sur demande.

MOBILE SUBSTATIONS 24 – 13.8 KV, 5000 KVA

JAMAICA PUBLIC SERVICE CO.



Canadian Projects

Projects done in Canada for Industrial Clients, Utilities and Consulting Engineering Firms include : (Other detailed list of customers is available on request)

Projets Canadien

Les projets fait au Canada en industrie, pour des fournisseurs d'énergie et pour des sociétés d'ingénieurs conseils incluent : (Liste détaillée de référence est disponible sur demande)

ABB

Capacitor banks project.

Projet de bancs de condensateurs.

Alcan

Supply of Apparatus & Spare Parts

Fourniture d'Appareillage & Pièces de Rechange.

Arno Électrique

Field Commissioning Services.

Services en Chantier de Mise en Marche.

Domtar

Supply of Switching Equipment & Hardware

Fourniture de Matériel de Sectionnement & de Quincaillerie.

G.E. Hydro / Star Lake Power Project

Design & Supply of 25 kV substation.

Conception & Fourniture d'une sous-station 25kV.

Design & Supply of 25 kV bus duct .

Conception & Fourniture de caniveaux 25 kV.

Hydro-Magog

Supply of Switching Equipment & Hardware

Fourniture de Matériel de Sectionnement & de Quincaillerie.

Hydro-Sherbrooke

46 kV Motorised Disconnects for Severe Ice Conditions.

Sectionneurs Motorisés 46 kV pour conditions de Glace Sévère.

New Brunswick Power

Supply of transmission steel poles.

Fourniture de poteau d'acier 315 kV.

Supply of meetering units.

Fourniture de transformateurs de mesurage.

BFI

Design & supply of a 25 kV pole type outdoor substation in Lachenaie, Quebec.

Conception et fourniture d'une sous-station 25 kV type poteau à Lachenaie, Québec.

T.G. Waterville

Supply of Switching and Power Apparatus.

Fourniture de Matériel de Sectionnement de Puissance.

STM – Metro Montreal

Supply of fire rated trenches & covers (500°C).

Fourniture de rainures & couvercles coupe feu (500°C).

BCTC / BCH

Steel Structures, H.V. Substations.

Fourniture d'acier pour postes H.T.



International Projects

Some export projects we have participated through CIDA, the World Bank and other trading companies, consultants or direct to customers include :

DOMINICAN REPUBLIC

4 Substations 110 kV and 69 kV
Rural Electrification Project

INDIA – Kerala State

Power Factor Compensation on 16
Substations 132 kV & 69 kV

JAMAICA

120 kV to 69 kV Substations

MEXICO

400 kV Transmissions Lines –
Towers & Hardware

PAKISTAN

Interconnection and Stability Improvement
Feasibility Study

SENEGAL-M'BUR

Rural Electrification Project

TRINIDAD

Equipment for 69 kV Substation

ZIMBABWE

Interconnection, Design, Supply and
Procurement Management

GUINEE

Street lighting project



Projets Internationaux

Quelques uns des projets auxquels nous avons participé à travers l'ACDI, la Banque Mondiale, et autres agents, conseillers ou directement avec certains clients inclus :

RÉPUBLIQUE DOMINICAINE

4 Sous-stations 110 kV et 69 kV
Projet d'Électrification Rural

INDE – État de Kerala

Compensation du Facteur de Puissance sur
16 sous-stations 132 kV et 69 kV

JAMAIQUE

Sous-stations 120 kV à 69 kV

MEXIQUE

Lignes de Transmission
400 kV –Tours & Quincaillerie

PAKISTAN

Étude de faisabilité sur l'Interconnexion et
l'amélioration de la Stabilité

SENEGAL-M'BUR

Projet d'Électrification Rural

TRINIDAD

Équipement de sous-stations 69 kV

ZIMBABWE

Conception, Fourniture et Gestion des
Achats pour Interconnexion

GUINEE

Projet d'éclairage de rue

PREPA

Supply of electrical equipment &
spare parts / Fourniture d'équipement
électrique & pièces de rechange

BECHTEL – IRAQ

Supply of cable & spare parts /
Fourniture de câbles & pièces
de rechange





**69 KV SUBSTATION – BAIE COMEAU S.D.O.
POSTE 69 KV – BAIE COMEAU S.D.O**

Specialties

- Medium & High Voltage Substation Packages
- Electrical Apparatus
- Line Hardware & Insulators
- Protection & Control
- Energy Management
- Energy Generation & Accessories
- Telecommunication Components

Spécialités

- Ensembles de Sous-station de Moyenne et Haute Tension
- Appareillage Électrique
- Quincaillerie de ligne de distribution et de transmission et isolateurs
- Protection et Contrôle
- Gestion d'Énergie
- Génération d'Énergie & Accessoires
- Télécommunication

Manufacture :

734 St-Étienne, L'Assomption, Qué. J5W 1Z1, Canada
Tel : (450) 589-0445 Fax : (450) 589-0733
www.mvapower.com

Administration :

1 rue Holly, Montréal, Qué. H3X 3K6 Canada
Tel : (450) 589-0445 Fax : (450) 589-0733
info@mvapower.qc.ca
mhadid@mvapower.com



References 2006-2011 projects

1 –

Corridor Resources (Penobsquis, NB)

McCully Phase 2 Field Development project - 138kV Substation (Detail Design, Manufacture & Supply Package)

Corridor Resources
Halifax, NS

c/o Project Manager : **AMEC Industrial & Infrastructure, Atlantic Region**
56 Avonlea Court, Suite 300
Fredericton, NB
E3C 1N8

David Anderson, CET, Senior Electrical Designer
Tel: 506-460-5802
Mobile 506-461-0458
e-mail : dave.a.anderson@amec.com

delivered : Dec. 2006 energized / in service date : Apr. 2007

2 –

TOLKO Industries (Pulp Mill – Williams Lake, BC)

69kV Substation Package

TOLKO Industries - Creekside Division

Mark Everard, Buyer
Tel: 250-

c/o Project Manager: **LEX Engineering Ltd.**
2560 Simpson Road, Suite 200
Richmond, BC
V6X 2P9

Shane D. Schneider, EIT Design Engineer
Paul Fuoco, Eng. VP Engineering Projects
Phone: 604-273-1758

Delivery date : May. 2007

3 –

BCTC (BC Transmission Corp) – 69kV Clayburn Substation – Structural Steel (HSS)

BC Hydro

6911 Southpoint Drive (A03)

Burnaby, B.C. V3N 4X8

Jason Lo, Buyer

Carmela Kwan-Chu, P. Eng. Civil Design

Phone: (604) 528-2901

Email: Carmela.Kwan-Chu@bchydro.com

Delivery date : Feb. 2008

4 – MSE Power Systems – 230kV Brown Hill Substation – Structural Steel (Tubular & HSS)

UPC Wind Farm

Dansville, NY

c/o Project Manager: **MSE Power Systems, Inc.**

403 New Karner Road

Albany, NY 12205

David Klein, V.P. Operations & Projects

Tel: (518) 452-7718

Delivery date : Dec. 2007-Jan. 2008

5 - MSE Power Systems – 115kV Lent Hill Substation – Structural Steel (Tubular & HSS)

UPC Wind Farm

Cohocton, NY

c/o Project Manager: **MSE Power Systems, Inc.**

403 New Karner Road

Albany, NY 12205

David Klein, V.P. Operations & Projects

Tel: (518) 452-7718

Delivery date : Dec. 2007-Jan. 2008

**6 - MSE Power Systems – 230 & 115kV Brown & Lent Hill Substation –
Structural Steel (TRX Platforms)**

UPC Wind Farm

Cohocton, NY

c/o Project Manager: **MSE Power Systems, Inc.**

403 New Karner Road

Albany, NY 12205

David Klein, V.P. Operations & Projects

Tel: (518) 452-7718

Delivery date : Dec. 2007

7 – MB (Manitoba) Hydro – Red River Crossing Deadend Towers

QTY: 2x 82ft. Deadend Tubular Towers – Detail Design, Manufacture/Fabrication & delivery

MB Hydro
820 Taylor Ave.
Winnipeg, MB

Ross Storie, Civil Design
Tel:

Delivery date: June 2007 - Nov. 2007

8 – SNC Lavalin – Hadjret En Nousse (Algeria – Thermal Power Plant) (Lattice Structures)

400kV Incoming Tower Lines & Substation Structures.

c/o Project Manager: **SNC Lavalin Constructors Inc.**
455 Rene Levesque Blvd. West
Montreal. QC

Joseph-Alain Bedard, Eng. Project Manager
Christopher Bragg, Buyer
Pierre Monette, Buyer
Tel : (514) 393 1000

Delivery date: May. 2007 – Jan. 2008

9 - SNC Lavalin – Hadjret En Nousse (Algeria – Thermal Power Plant)

400kV Conductor & Hardware (fittings, connectors, etc.) equipment.

c/o Project Manager: **SNC Lavalin Constructors Inc.**
455 Rene Levesque Blvd. West, 7th Floor
Montreal. QC

Joseph-Alain Bedard, Eng. Project Manager
Christopher Bragg, Buyer
Pierre Monette, Buyer
Tel : (514) 393 1000

Delivery date: May. 2007 – Jan. 2008

10 - SNC Lavalin – Greenfield Ethanol (Ontario – Ethanol Plant)

25kV Switches & Arrestors package equipment.

c/o Project Manager: **SNC Lavalin Constructors Inc.**
455 Rene Levesque Blvd. West
Montreal. QC

Michel Letourneau, Eng. Electrical Lead
Peter Thibault, Buyer
Pierre Monette, Buyer
Tel : (514) 982-2777

Delivery date: May. 2007 – Jan. 2008

11 – SUNCOR Energy Inc. c /o Jacobs Engineering – Firebag Stage 3 Project

Supply of 12 & 15MVA Power TRXs & NGRs (QTY: 4 each).

SUNCOR Energy Inc.
112 - 4 Avenue S.W.
Calgary, Alberta
T2P 2V5

c/o Project Manager: **Jacobs Engineering**
13226 MacLeod Trail SE
Calgary, AB
T2J 7E5

Tarjit Singh Lally, Electrical Engineer
Gregg Neden, Senior Buyer
Tel: 403-258-6556

Delivery date: May. 2007 – June. 2008

12 – Yukon Energy Corporation – Carmacks – Pelly Crossing Transmission Line & Minto Mine Project

Supply of 5/7MVA Power TRX & Load Interruptor (QTY: 1 each) for **Minto Mine (Sherwood Copper end user/client)** – Critical Delivery timeline (fast track)

Supply of 25Kv Surge Arrestors (QTY: 15)
Supply of 25kV By-Pass Switch (QTY: 3)
Supply of 25kv Instrument TRXs (QTY: 6 CT's, QTY: 3 PT's)
Supply of DC Battery Systems (QTY: 3)
Supply of 1000Kva Padmount TRX (QTY: 1)

Yukon Energy Corporation
#2 Miles Canyon Road
Whitehorse, Yukon
Y1A 6S7

Tom Debolt, Buyer
Tel: 867-393-5300

c/o Project Manager: **Wardrop Engineering Inc.**
6725 Airport Road, 6th Floor
Toronto, ON
L4V 1V2

Andrew C. Ioannou, P. Eng. Senior Project Manager - Energy Division
Shilpa Shah, Eng. – Electrical
Tel: 905 673 3788 Ext. 314

Delivery: March 2008 – Oct. 2008

13 – Forclum Energie Services (FES) – EIFFAGE – Benin SubX (Africa) – 40MVA Power TRX

Supply of 40MVA Power TRX, 69kV/13.5kV Voltage (QTY: 1) for SubX reinforcement project in Benin, Africa

Forclum Energie Services – EIFFAGE Groupe
RD 937 - B.P.13
Verquin,
62131
France

Pascal Martel, Electrical Engineering Lead
Christophe Souillart, Purchasing Manager / Buyer
Tel: +33 6 18 66 40 86

Delivery date: March 2008 – Sept. 2008

14 – Gibraltar Mines (Copper Mine – McLeese Lake, BC)
66kV Substation Package

Gibraltar Mines Ltd.
10251 Gibraltar Mine Road
McLeese Lake, BC
V0L 1P0

Julie Arseneau, Buyer
Harold Karcher, Electrical

c/o Project Manager: **LEX Engineering Ltd.**
2560 Simpson Road, Suite 200
Richmond, BC
V6X 2P9

Paul Fuoco, Eng. VP Engineering Projects
Tel: 604-273-1758

Delivery date: July 2008 – Dec. 2008

15 - BCTC (BC Transmission Corp) – Dokie Wind Farm Terminal Substation – Structural Steel (HSS)

Fabrication, Manufacture & Supply of 260kV Major Dead End Incoming Tower & structural SubX steel

BCTC
Four Bentall Centre,
1055 Dunsmuir Street, Suite 1100
Vancouver, BC
V7X 1V5
Steve Gyabronka, Buyer
Tel: 604-699-7300

c/o Project Manager: **SNC Lavalin – ATP**
1035 – 7th Avenue SW
Calgary, AB
T2P 3E9

Amar Atwal, Buyer
403-539-4625
Syed Iqbal, Eng. Project Manager
Pauline Garcia, Eng, Civil Design Group
Tel: 403-536-4954

Delivery date: July 2008 – Oct. 2008 (critical & tight schedule project delivery)

16 - BCTC (BC Transmission Corp) – Dokie Wind Farm Terminal Substation – Substation Bill of Material

Fabrication, Manufacture, package & Supply of 260kV Substation Material (including: Busswork, SubX connectors, grounding equipment, cables, etc...)

BCTC
Four Bentall Centre,
1055 Dunsmuir Street, Suite 1100
Vancouver, BC
V7X 1V5
Kavita Bains, Buyer
Tel: 604-699-7300

c/o Project Manager: **SNC Lavalin – ATP**
1035 – 7th Avenue SW
Calgary, AB
T2P 3E9

Amar Atwal, Buyer
403-539-4625
Syed Iqbal, Eng. Project Manager
Mary Shen, Eng, Electrical Design Group
Pauline Garcia, Eng, Civil Design Group

Delivery date: Oct 2008 – Jan. 2009 (critical & tight schedule project delivery)

17 - BCTC (BC Transmission Corp) – Upper Harrison Terminal Substation
(c/o Cloudworks Energy Run of River Project) – Structural Steel (HSS)

Fabrication, Manufacture & Supply of 360kV Major Dead End Incoming Tower & structural SubX steel

BCTC
Four Bentall Centre,
1055 Dunsmuir Street, Suite 1100
Vancouver, BC
V7X 1V5
Linda Chung, Buyer
Tel: 604-699-7300

c/o Project Manager: **SNC Lavalin – ATP**
1035 – 7th Avenue SW
Calgary, AB
T2P 3E9

Amar Atwal, Buyer
403-539-4625
Mark Kefford Project Manager
Maria Acosta, Eng, Civil Design Group

Delivery date: Aug. 2008 – Jan. 2009 (critical & tight schedule project delivery)
energized / in service date : June 2009

18 - Bear Mountain Wind LP (AltaGas) – Bear Mountain Wind Farm Project – ZigZag Padmount Transformer & NGR

Fabrication, Manufacture & Supply of ZigZag Padmount Transformer & NGR package

Bear Mountain LP (Altagas)

c/o Project Manager: **HATCH Energy**
700, 840 - 7th Avenue S.W.
Calgary, Alberta
T2P 3G2

Lynda Scoville, Buyer
Tel: 403-920-3244
Dan Perrin, Project Manager
Brian Billay, Eng. Electrical Design Group

Delivery date: Oct. 2008 – March 2009 (critical & tight schedule project delivery)

19 - BCTC (BC Transmission Corp) – 138Kv Bear Mountain Wind Farm Terminal Substation – Structural Steel (HSS)

Fabrication, Manufacture & Supply of 138kV Major Dead End Incoming Tower & structural SubX steel

BCTC
Four Bentall Centre,
1055 Dunsmuir Street, Suite 1100
Vancouver, BC
V7X 1V5
Linda Chung, Buyer
Tel: 604-699-7300

c/o Project Manager: **SNC Lavalin – ATP**
1035 – 7th Avenue SW
Calgary, AB
T2P 3E9

Amar Atwal, Buyer
403-539-4625
Pappur Shankar, Project Manager
Stella Tian, Eng, Civil Design Group
Michael Novev, Eng. Electrical Design Group

Delivery date: Jan. 2009 – Apr. 2009 (critical & tight schedule project delivery)

20 - BCTC (BC Transmission Corp) – BP (British Petroleum) - Noel Project - Tie-In 138Kv Substation – Structural Steel (HSS)

Fabrication, Manufacture & Supply of 138kV Major Dead End Incoming Tower & structural SubX steel

BCTC
Four Bentall Centre,
1055 Dunsmuir Street, Suite 1100
Vancouver, BC
V7X 1V5
Linda Chung, Buyer
Tel: 604-699-7300

c/o Project Manager: **SNC Lavalin – ATP**
1035 – 7th Avenue SW
Calgary, AB
T2P 3E9

Amar Atwal, Buyer
403-539-4625
Pappur Shankar, Project Manager
Stella Tian, Eng, Civil Design Group
Michael Novev, Eng. Electrical Design Group

Delivery date: Mar. 2009 – Apr. 2009 (critical & tight schedule project delivery)

21 - BCTC (BC Transmission Corp) – 138Kv Bear Mountain Wind Farm Terminal Substation & BP (British Petroleum) - Noel Project Tie-In – Substation Bill of Material

Fabrication, Manufacture, package & Supply of 138kV Substation Material (including: Busswork, SubX connectors, grounding equipment, cables, etc...)

BCTC
Four Bentall Centre,
1055 Dunsmuir Street, Suite 1100
Vancouver, BC
V7X 1V5
Kavita Bains, Buyer
Tel: 604-699-7234

c/o Project Manager: **SNC Lavalin – ATP**
1035 – 7th Avenue SW
Calgary, AB
T2P 3E9

Amar Atwal, Buyer
403-539-4625
Pappur Shankar, Project Manager
Michael Novev, Eng. Electrical Design Group

Delivery date: Apr. 2009 – May 2009 (critical & tight schedule project delivery)

22 – PowerStream (Markham Hydro) – 230Kv Switchyard - Markham TS#4 – Structural Steel (HSS) & Tapered Tubular Lightning Masts.

Fabrication, Manufacture & Supply of 230kV Major Dead End Incoming Tower & structural SubX steel with Tapered Tubular Lightning Masts

PowerStream Inc.
161 Cityview Boulevard
Vaughan, Ontario
L4H 0A9
Brian Laws, Manager of Procurement and Inventory
Tel: 905-532-4523

Mr. Gerry Reesor, Eng., Stations Engineer
Tel: 905-532-4431

c/o Project Manager: **SNC Lavalin T&D**
2200 Lake Shore Blvd. West
Toronto, ON
M8V 1A4

Robert Bustraen, Electrical SubX Design Group & Project Manager
Vanna Cheung, Eng, Civil Design Group

Delivery date: Apr. 2009 – Dec. 2009

23 – ExxonMobil (Imperial Oil Ltd – ESSO (Canada)) – Kearl Oil Sands Project - Telecom Tower

Detailed Design, Fabrication, Manufacture & Supply of 90m Self-Supporting Tower & Mounting equipment for telecom hardware.

Detailed Design of Foundation System for 90m Self-Supporting Tower.

IORVL – Imperial Oil Resources Venture Limited
(c/o Exxon Mobil)
240 MidPark Way S.E.
Calgary, AB
T2P 3M9

c/o Project Manager: **FLUOR**
55 SunPark Plaza S.E.
Calgary, AB
T2X 3R4

Nurjahan Kassam, Buyer
403-537-5251
Khaled Saleh, Project Manager
Ed Chiu, Telecom Engineer
Sami Hashmi, Eng, Civil Design Group

Delivery date: June 2009 – Oct. 2009 (critical path & tight schedule project delivery)

24 – ExxonMobil (Imperial Oil Ltd – ESSO (Canada)) – Kearl Oil Sands Project – 240Kv Steel Poles (QTY: 69)

Fabrication, Manufacture & Supply of (QTY: 69 - various heights) 240Kv Steel Poles (Tapered Tubular) for Transmission Line.

IORVL – Imperial Oil Resources Venture Limited
(c/o Exxon Mobil)
240 MidPark Way S.E.
Calgary, AB
T2P 3M9

c/o Project Manager: **FLUOR**
55 SunPark Plaza S.E.
Calgary, AB
T2X 3R4

Daune Carmichael, Buyer
403-537-4986
Khaled Saleh, Project Manager
Jase S. Chin, Electrical Design Group
David Xia, Eng, Civil Design Group

Delivery date: July 2009 – July 2010

25 - BCTC (BC Transmission Corp) – 138kV Harvie Road Substation – Substation Bill of Material

Fabrication, Manufacture, package & Supply of 138kV Substation Material (including: Busswork, SubX connectors, grounding equipment, cables, etc...)

BCTC
Four Bentall Centre,
1055 Dunsmuir Street, Suite 1100
Vancouver, BC
V7X 1V5

Gordon Stables, Buyer
Tel: 604-699-7577

c/o Project Manager: **SNC Lavalin – ATP**
1035 – 7th Avenue SW
Calgary, AB
T2P 3E9

Amar Atwal, Buyer
403-539-4625
Jose Pico, Eng. Project Manager
Imran Khan, Eng, Electrical Design Group
Jaydeep Kumar Tailor, M.Sc. Electrical Design Group
403-539-4655

Delivery date: July 2009 – Sept. 2009

26 - BCTC (BC Transmission Corp) – ABB Power & Industrial Systems Division – Ashton Creek SVC Station – Substation Grounding Bill of Material

Fabrication, Manufacture, package & Supply of SVC Station Grounding Material (including: connectors, grounding equipment, grounding cables, etc...)

ABB Inc - Power & Industrial Systems Division
8585, Transcanada Hwy
Montreal, QC
H4S 1Z6

Fady Z. Matar, Buyer
Tel: 514-856 6222

Janet J. Balza, Project Manager
Kanika S. Sardana, Project Engineer
Lewis R. Vaughan, Electrical Engineer

c/o Project Manager: **SNC Lavalin – ATP**
1035 – 7th Avenue SW
Calgary, AB
T2P 3E9

Delivery date: Oct. 2009 – Mar. 2010

27 – ExxonMobil (Imperial Oil Ltd – ESSO (Canada)) – Kearl Oil Sands Project – 72Kv Steel Poles (QTY: 2)

Fabrication, Manufacture & Supply of (QTY: 2) 72Kv Steel Poles (Tapered Tubular) for River Crossing Transmission Line.

IORVL – Imperial Oil Resources Venture Limited
(c/o Exxon Mobil)
240 MidPark Way S.E.
Calgary, AB
T2P 3M9

c/o Project Manager: **FLUOR**
55 SunPark Plaza S.E.
Calgary, AB
T2X 3R4

Daune Carmichael, Buyer
403-537-4986
Jase S. Chin, Electrical Design Group

Delivery date: April 2010 – **ONGOING**

28 – BC Hydro (Generation) – Fort Nelson Generation Plant Upgrade – 100kVA, 14.4kV Generator Grounding Transformer Assembly

Design, Fabrication, Manufacture, package, Supply & Delivery of 15kv NGR / 100kVA Transformer Assembly for generation application

BC Hydro – Generation
6911 SouthPoint Drive
Burnaby, BC
V3N 4X8

Leanne Kievill, Buyer
Tel: 604-590-7553
Satwant Gadhok, Project Manager/Client representative

c/o Project Manager: **AMEC Americas**
111 Dunsmuir Street, Suite 400
Vancouver, BC
V6B 5W3

Lori Morrison, Buyer
604-664-3006
Edwin Tong, Eng. Project Manager
Hossein Zand, Eng, Electrical Design Group

Delivery date: June 2010 – **ONGOING**

29 – NL Hydro (Newfoundland & Labrador) – NALCOR Energy – Long Harbour Terminal SubX Project – VALE INCO – SubX Steel Structures

Fabrication, Manufacture & Supply of Structural Steel for 230kV Terminal Substation for Mining (Vale Inco) Interconnection application

NALCOR Energy c/o NL Hydro
P.O. Box 12400
St. John's, NL
A1B 4K7

Theresa Barnes, Buyer
709-737-1490
Derek Rendell, Civil Engineer Substation Group

Delivery date: July 2010 – Dec. 2010

30 – EnCana Corporation – Horn River Basin - Cabin Gas Plant Project — Zig Zag Grounding Transformer Assembly

Design, Fabrication, Manufacture, package, Supply & Delivery of Zig Zag Grounding Transformer

EnCana Corporation
9th Avenue SW
Calgary, AB
T2P 2S5

c/o Project Manager: **DPH-Focus Corporation**
8th Street SE
Calgary, AB
T2G 3A5

Ross Adolph, Buyer
403-287-5284
Bernie Beyer, Eng. Project Manager

Delivery date: Aug. 2010 – **ONGOING**

31 – SIMS Metal (Steel Recycling Plant – Richmond, BC) - 69kV Substation Package

SIMS Metal – Richmong Steel Recycling
11760 Mitchell Road
Richmond, BC
V6V 1V8

Raymond Li, Buyer
Tel: 604-324-4656
Eric Lindenbaum, Project Superintendent

c/o Project Manager: **LEX Engineering Ltd.**
2560 Simpson Road, Suite 200
Richmond, BC
V6X 2P9

Bo Bi, EIT Design Engineer
Paul Fuoco, Eng. VP Engineering Projects

Phone: 604-273-1758

Delivery date : Aug. 2010 – Nov. 2010

32 - GRDA – Grand River Dam Authority – Saline Creek & North MAID Substation Projects – 15kV Disconnect Switches (QTY: 3)

Fabrication, Manufacture & Supply of (QTY: 3) 15kV V-Type Disconnect Switches for Substation applications

GRDA
226 West Dwain Willis Ave
Vinita, OK
74301

Monica Fowler, Buyer
405-297-9963
Jason Neely, Transmission & Engineering Group

Delivery date: Sept. 2010 – Dec. 2010

33 – NL Hydro (Newfoundland & Labrador) – NALCOR Energy – Come By Chance Refinery Terminal SubX Project – Come By Chance Refinery – SubX Steel Structures

Fabrication, Manufacture & Supply of Structural Steel for 230kV Terminal Substation for Refinery Interconnection application

NALCOR Energy c/o NL Hydro
P.O. Box 12400
St. John's, NL
A1B 4K7

Theresa Barnes, Buyer
709-737-1490
Derek Rendell, Civil Engineer Substation Group

Delivery date: Dec. 2010 – **ONGOING**



City Council
STAFF REPORT
City of Glenwood Springs
May 4, 2023

Agenda Item: Consideration of Ordinance 2023-06, Series of 2023; An Ordinance of the City of Glenwood Springs initiated by Citizen Petition pursuant to Glenwood Springs Municipal Charter Article V to amend Glenwood Springs Municipal Code Sections 050.080.080 and 050.090.090 expanding retail and medical marijuana sales hours from 7:00 p.m. to 10:00 p.m. on second reading.

Action Requested: Approval of second reading.

Department: City Administration

Presented By: Beverli Marshall

Strategic Goals: Provide Efficient and Responsive City Government

Background Info: Council approved the first reading of this Ordinance in a special meeting held on April 24th.

Issues: None at this time.

Fiscal Impact: Will save approximately \$10,000 in election related expenses.

Legal Review: Legal drafted the Ordinance.

Staff Recommendation: Staff defers to Council.

ORDINANCE NO. 06

Series of 2023

AN ORDINANCE OF THE CITY OF GLENWOOD SPRINGS, COLORADO, AMENDING ARTICLES 050.080.080 AND 050.090.090 OF THE CITY OF GLENWOOD SPRINGS MUNICIPAL CODE TO EXTEND THE HOURS OF OPERATION OF MEDICAL AND RETAIL MARIJUANA BUSINESSES LOCATED WITHIN THE CITY.

WHEREAS, the Colorado Constitution, Article XVIII, Subsection 16(5)(f) authorizes localities to enact ordinances or regulations, not in conflict with state regulations or legislation, governing the time, place, and manner for marijuana establishment operations; and

WHEREAS, the Colorado Marijuana Rules authorize the sales of Regulated Marijuana between the hours of 8:00 a.m. and 12:00 a.m.; and

WHEREAS, the city of Glenwood Springs imposes a Retail Marijuana Sales Tax on all Retail Regulated Marijuana; and

WHEREAS, the city of Glenwood Springs could see an increase in the city's marijuana revenue with extended hours of operation; and

WHEREAS, the city of Glenwood Springs is a touristic destination for travelers around the world; and

WHEREAS, expanding the hours of operations will allow marijuana businesses to better cater to tourists and residents at different times of the day; and

WHEREAS, other local jurisdictions in the state of Colorado authorize the sales of Regulated Marijuana between the hours of 8:00 a.m. and 12:00 a.m.; and

WHEREAS, the decision to extend hours of operation has not resulted in unintended negative consequences for local jurisdictions that have opted to authorize the sales of Regulated Marijuana between the hours of 8:00 a.m. and 12:00 a.m.

NOW, THEREFORE, IT IS ORDAINED BY THE CITY COUNCIL OF THE CITY OF GLENWOOD SPRINGS THAT:

Section 1. The recitals made above are hereby incorporated as the findings of City Council.

Section 2. Articles 050.080.080 and 050.090.090 of the city's Municipal Code are hereby amended, as provided for on Exhibit A attached hereto and incorporated herein.

Section 3. All other ordinances or portions thereof, and all City Code provisions inconsistent or in conflict with this ordinance or any portion hereof, are hereby repealed, only to the extent of the inconsistency or conflict.

INTRODUCED, READ ON FIRST READING, PASSED AND ORDERED
PUBLISHED BY TITLE ONLY THIS __ DAY OF APRIL 2023.

CITY OF GLENWOOD SPRINGS, COLORADO

Ingrid Wussow, Mayor

ATTEST:

Ryan Muse, City Clerk

INTRODUCED, READ ON SECOND READING, AND ORDERED PUBLISHED BY
TITLE ONLY TO BE EFFECTIVE TEN DAYS FOLLOWING THE DATE OF SECOND
PUBLICATION THIS ____ DAY OF _____ 2023.

CITY OF GLENWOOD SPRINGS, COLORADO

Ingrid Wussow, Mayor

ATTEST:

Ryan Muse, City Clerk

EXHIBIT A

050.080.080 - Requirements related to operation of medical marijuana business.

(b) In addition, all medical marijuana businesses shall comply with the following local restrictions:

(2) Medical marijuana businesses shall limit their hours of operation to between 8:00 a.m. and ~~7:00 p.m.~~ 10:00 p.m. Monday through Sunday or as otherwise limited by state law.

050.090.090 - Requirements related to operation of a retail marijuana business.

(b) In addition, all retail marijuana businesses shall comply with the following local restrictions:

(2) Hours of operation shall be limited to between 8:00 a.m. and ~~7:00 p.m.~~ 10:00 p.m. Monday through Sunday.

WARNING: IT IS AGAINST THE LAW:

For anyone to sign any initiative or referendum petition with any name other than his or her own, or to knowingly sign his or her name more than once for the same measure, or to knowingly sign a petition when not a registered elector who is eligible to vote on the measure.

DO NOT SIGN THIS PETITION UNLESS YOU ARE A REGISTERED ELECTOR AND ELIGIBLE TO VOTE ON THIS MEASURE. TO BE A REGISTERED ELECTOR, YOU MUST BE A CITIZEN OF COLORADO AND REGISTERED TO VOTE.

Do not sign this petition unless you have read or have read to you the proposed initiative or referred measure or the summary in its entirety and understand its meaning.

Summary of New Ordinance:

THIS ORDINANCE CHANGES THE HOUR OF CLOSURE FROM 7:00 P.M. TO 10:00 P.M. FOR MEDICAL AND RETAIL MARIJUANA BUSINESSES WITHIN THE CITY OF GLENWOOD SPRINGS.

**PETITION TO INITIATE A NEW ORDINANCE
OF THE CITY OF GLENWOOD SPRINGS**

Pursuant to Section 5.1 of the Charter of the City of Glenwood Springs (“Charter”) and C.R.S. §§ 31-11-106, this petition is being circulated to registered electors of the City of Glenwood Springs, Colorado (“City”), to initiate a new ordinance in the City.

Pursuant to C.R.S. § 31-11-106(b), the following summary is printed following the warning at the top of each page of a petition section:

Summary of New Ordinance:

THIS ORDINANCE CHANGES THE HOUR OF CLOSURE FROM 7:00 P.M. TO 10:00 P.M. FOR MEDICAL AND RETAIL MARIJUANA BUSINESSES WITHIN THE CITY OF GLENWOOD SPRINGS.

Pursuant to C.R.S. § 31-11-106(c), the full text of the ordinance that is the subject to the initiated petition is printed below and continued onto the following page.

AN ORDINANCE OF THE CITY OF GLENWOOD SPRINGS, COLORADO, AMENDING ARTICLES 050.080.080 AND 050.090.090 OF THE CITY OF GLENWOOD SPRINGS MUNICIPAL CODE TO EXTEND THE HOURS OF OPERATION OF MEDICAL AND RETAIL MARIJUANA BUSINESSES LOCATED WITHIN THE CITY

WHEREAS, the Colorado Constitution, Article XVIII, Subsection 16(5)(f) authorizes localities to enact ordinances or regulations, not in conflict with state regulations or legislation, governing the time, place, and manner for marijuana establishment operations; and

WHEREAS, the Colorado Marijuana Rules authorize the sales of Regulated Marijuana between the hours of 8:00 a.m. and 12:00 a.m.; and

WHEREAS, the city of Glenwood Springs imposes a Retail Marijuana Sales Tax on all Retail Regulated Marijuana; and

WHEREAS, the city of Glenwood Springs could see an increase in the city's marijuana revenue with extended hours of operation; and

WHEREAS, the city of Glenwood Springs is a touristic destination for travelers around the world; and

WHEREAS, expanding the hours of operations will allow marijuana businesses to better cater to tourists and residents at different times of the day; and

WHEREAS, other local jurisdictions in the state of Colorado authorize the sales of Regulated Marijuana between the hours of 8:00 a.m. and 12:00 a.m.; and

WHEREAS, the decision to extend hours of operation has not resulted in unintended negative consequences for local jurisdictions that have opted to authorize the sales of Regulated Marijuana between the hours of 8:00 a.m. and 12:00 a.m.

NOW, THEREFORE, IT IS ORDAINED BY THE CITY COUNCIL OF THE CITY OF GLENWOOD SPRINGS THAT:

Section 1. The recitals made above are hereby incorporated as the findings of City Council.

Section 2. Articles 050.080.080 and 050.090.090 of the city's Municipal Code are hereby amended, as provided for on Exhibit A attached hereto and incorporated herein.

Section 3. All other ordinances or portions thereof, and all City Code provisions inconsistent or in conflict with this ordinance or any portion hereof, are hereby repealed, only to the extent of the inconsistency or conflict.

EXHIBIT A

050.080.080 - Requirements related to operation of medical marijuana business.

(b) In addition, all medical marijuana businesses shall comply with the following local restrictions:

(2) Medical marijuana businesses shall limit their hours of operation to between 8:00 a.m. and ~~7:00 p.m.~~ 10:00 p.m. Monday through Sunday or as otherwise limited by state law.

050.090.090 - Requirements related to operation of a retail marijuana business.

(b) In addition, all retail marijuana businesses shall comply with the following local restrictions:

(2) Hours of operation shall be limited to between 8:00 a.m. and ~~7:00 p.m.~~ 10:00 p.m. Monday through Sunday.

WARNING: IT IS AGAINST THE LAW:

For anyone to sign any initiative or referendum petition with any name other than his or her own, or to knowingly sign his or her name more than once for the same measure, or to knowingly sign a petition when not a registered elector who is eligible to vote on the measure.

DO NOT SIGN THIS PETITION UNLESS YOU ARE A REGISTERED ELECTOR AND ELIGIBLE TO VOTE ON THIS MEASURE. TO BE A REGISTERED ELECTOR, YOU MUST BE A CITIZEN OF COLORADO AND REGISTERED TO VOTE.

Do not sign this petition unless you have read or have read to you the proposed initiative or referred measure or the summary in its entirety and understand its meaning.

Summary of New Ordinance:

THIS ORDINANCE CHANGES THE HOUR OF CLOSURE FROM 7:00 P.M. TO 10:00 P.M. FOR MEDICAL AND RETAIL MARIJUANA BUSINESSES WITHIN THE CITY OF GLENWOOD SPRINGS.

	Name (Please Print)	Street Address (Street #, Street Name, City, County)	Signature	Date
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

WARNING: IT IS AGAINST THE LAW:

For anyone to sign any initiative or referendum petition with any name other than his or her own, or to knowingly sign his or her name more than once for the same measure, or to knowingly sign a petition when not a registered elector who is eligible to vote on the measure.

DO NOT SIGN THIS PETITION UNLESS YOU ARE A REGISTERED ELECTOR AND ELIGIBLE TO VOTE ON THIS MEASURE. TO BE A REGISTERED ELECTOR, YOU MUST BE A CITIZEN OF COLORADO AND REGISTERED TO VOTE.

Do not sign this petition unless you have read or have read to you the proposed initiative or referred measure or the summary in its entirety and understand its meaning.

Summary of New Ordinance:

THIS ORDINANCE CHANGES THE HOUR OF CLOSURE FROM 7:00 P.M. TO 10:00 P.M. FOR MEDICAL AND RETAIL MARIJUANA BUSINESSES WITHIN THE CITY OF GLENWOOD SPRINGS.

	Name (Please Print)	Street Address (Street #, Street Name, City, County)	Signature	Date
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

WARNING: IT IS AGAINST THE LAW:

For anyone to sign any initiative or referendum petition with any name other than his or her own, or to knowingly sign his or her name more than once for the same measure, or to knowingly sign a petition when not a registered elector who is eligible to vote on the measure.

DO NOT SIGN THIS PETITION UNLESS YOU ARE A REGISTERED ELECTOR AND ELIGIBLE TO VOTE ON THIS MEASURE. TO BE A REGISTERED ELECTOR, YOU MUST BE A CITIZEN OF COLORADO AND REGISTERED TO VOTE.

Do not sign this petition unless you have read or have read to you the proposed initiative or referred measure or the summary in its entirety and understand its meaning.

Summary of New Ordinance:

THIS ORDINANCE CHANGES THE HOUR OF CLOSURE FROM 7:00 P.M. TO 10:00 P.M. FOR MEDICAL AND RETAIL MARIJUANA BUSINESSES WITHIN THE CITY OF GLENWOOD SPRINGS.

	Name (Please Print)	Street Address (Street #, Street Name, City, County)	Signature	Date
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

WARNING: IT IS AGAINST THE LAW:

For anyone to sign any initiative or referendum petition with any name other than his or her own, or to knowingly sign his or her name more than once for the same measure, or to knowingly sign a petition when not a registered elector who is eligible to vote on the measure.

DO NOT SIGN THIS PETITION UNLESS YOU ARE A REGISTERED ELECTOR AND ELIGIBLE TO VOTE ON THIS MEASURE. TO BE A REGISTERED ELECTOR, YOU MUST BE A CITIZEN OF COLORADO AND REGISTERED TO VOTE.

Do not sign this petition unless you have read or have read to you the proposed initiative or referred measure or the summary in its entirety and understand its meaning.

Summary of New Ordinance:

THIS ORDINANCE CHANGES THE HOUR OF CLOSURE FROM 7:00 P.M. TO 10:00 P.M. FOR MEDICAL AND RETAIL MARIJUANA BUSINESSES WITHIN THE CITY OF GLENWOOD SPRINGS.

	Name (Please Print)	Street Address (Street #, Street Name, City, County)	Signature	Date
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

WARNING: IT IS AGAINST THE LAW:

For anyone to sign any initiative or referendum petition with any name other than his or her own, or to knowingly sign his or her name more than once for the same measure, or to knowingly sign a petition when not a registered elector who is eligible to vote on the measure.

DO NOT SIGN THIS PETITION UNLESS YOU ARE A REGISTERED ELECTOR AND ELIGIBLE TO VOTE ON THIS MEASURE. TO BE A REGISTERED ELECTOR, YOU MUST BE A CITIZEN OF COLORADO AND REGISTERED TO VOTE.

Do not sign this petition unless you have read or have read to you the proposed initiative or referred measure or the summary in its entirety and understand its meaning.

Summary of New Ordinance:

THIS ORDINANCE CHANGES THE HOUR OF CLOSURE FROM 7:00 P.M. TO 10:00 P.M. FOR MEDICAL AND RETAIL MARIJUANA BUSINESSES WITHIN THE CITY OF GLENWOOD SPRINGS.

	Name (Please Print)	Street Address (Street #, Street Name, City, County)	Signature	Date
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

WARNING: IT IS AGAINST THE LAW:

For anyone to sign any initiative or referendum petition with any name other than his or her own, or to knowingly sign his or her name more than once for the same measure, or to knowingly sign a petition when not a registered elector who is eligible to vote on the measure.

DO NOT SIGN THIS PETITION UNLESS YOU ARE A REGISTERED ELECTOR AND ELIGIBLE TO VOTE ON THIS MEASURE. TO BE A REGISTERED ELECTOR, YOU MUST BE A CITIZEN OF COLORADO AND REGISTERED TO VOTE.

Do not sign this petition unless you have read or have read to you the proposed initiative or referred measure or the summary in its entirety and understand its meaning.

Summary of New Ordinance:

THIS ORDINANCE CHANGES THE HOUR OF CLOSURE FROM 7:00 P.M. TO 10:00 P.M. FOR MEDICAL AND RETAIL MARIJUANA BUSINESSES WITHIN THE CITY OF GLENWOOD SPRINGS.

	Name (Please Print)	Street Address (Street #, Street Name, City, County)	Signature	Date
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

WARNING: IT IS AGAINST THE LAW:

For anyone to sign any initiative or referendum petition with any name other than his or her own, or to knowingly sign his or her name more than once for the same measure, or to knowingly sign a petition when not a registered elector who is eligible to vote on the measure.

DO NOT SIGN THIS PETITION UNLESS YOU ARE A REGISTERED ELECTOR AND ELIGIBLE TO VOTE ON THIS MEASURE. TO BE A REGISTERED ELECTOR, YOU MUST BE A CITIZEN OF COLORADO AND REGISTERED TO VOTE.

Do not sign this petition unless you have read or have read to you the proposed initiative or referred measure or the summary in its entirety and understand its meaning.

Summary of New Ordinance:

THIS ORDINANCE CHANGES THE HOUR OF CLOSURE FROM 7:00 P.M. TO 10:00 P.M. FOR MEDICAL AND RETAIL MARIJUANA BUSINESSES WITHIN THE CITY OF GLENWOOD SPRINGS.

	Name (Please Print)	Street Address (Street #, Street Name, City, County)	Signature	Date
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

WARNING: IT IS AGAINST THE LAW:

For anyone to sign any initiative or referendum petition with any name other than his or her own or to knowingly sign his or her name more than once for the same measure or to knowingly sign a petition when not a registered elector who is eligible to vote on the measure.

DO NOT SIGN THIS PETITION UNLESS YOU ARE A REGISTERED ELECTOR AND ELIGIBLE TO VOTE ON THIS MEASURE TO BE A REGISTERED ELECTOR, YOU MUST BE A CITIZEN OF COLORADO AND REGISTERED TO VOTE.

Do not sign this petition unless you have read or have had read to you the proposed initiative or referred measure or the summary in its entirety and understand its meaning.

Summary of New Ordinance:

THIS ORDINANCE CHANGES THE HOUR OF CLOSURE FROM 7:00 P.M. TO 10:00 P.M. FOR MEDICAL AND RETAIL MARIJUANA BUSINESSES WITHIN THE CITY OF GLENWOOD SPRINGS.

STATE OF COLORADO)

)ss.

COUNTY OF _____)

I, the undersigned, being the circulator of the foregoing Petition to Hold a Referendum on an Ordinance Adopted by the City of Glenwood Springs City Council (the "Petition"), hereby state and affirm the following:

1. My address is _____;
2. I am eighteen years of age or older;
3. I have read and understood the laws governing the circulation of the Petition;
4. I circulated the forgoing Petition;
5. Each signature on the foregoing Petition was affixed in my presence;
6. Each signature on the foregoing Petition is the signature of the person whose name it purports to be;
7. To the best of my knowledge and belief, each of the persons signing the Petition was at the time of signing a registered elector of the City;
8. I have not paid and will not in the future pay, and I believe that no other person has so paid or will pay, directly, or indirectly, any money or other thing of value to any signer of the Petition for the purpose of inducing or causing such signer to affix the signer's signature to the Petition.

Name:

Acknowledged and sworn to before me this ____ day of _____, 2023, by _____.

Witness my hand seal and official seal.

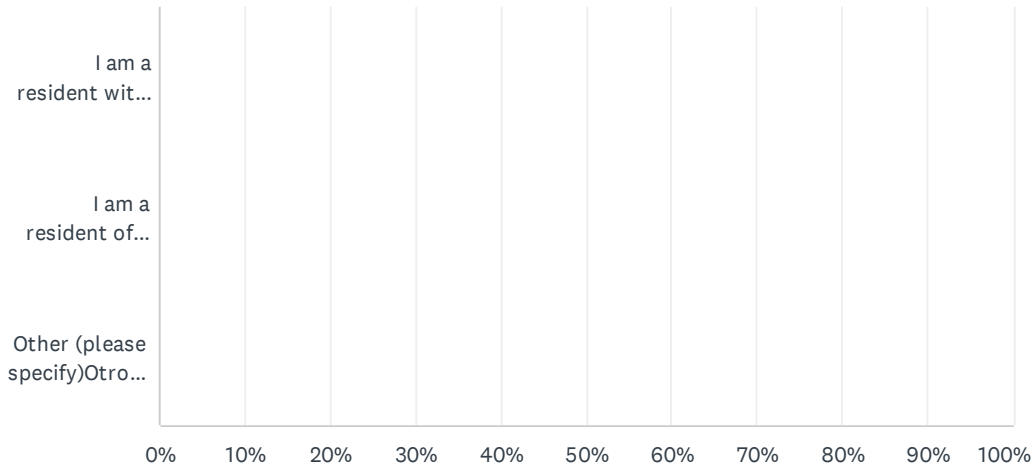
My commission expires: _____

Notary Public: _____

This public comment form closes Monday, April 3 at 10 a.m. The following pages reflect responses submitted as of noon on Thursday, March 30. All responses will be shared with City Council.

Q1 Please select the option that best fits you. Seleccione la opción que mejor se adapte a usted.

Answered: 25 Skipped: 0



ANSWER CHOICES

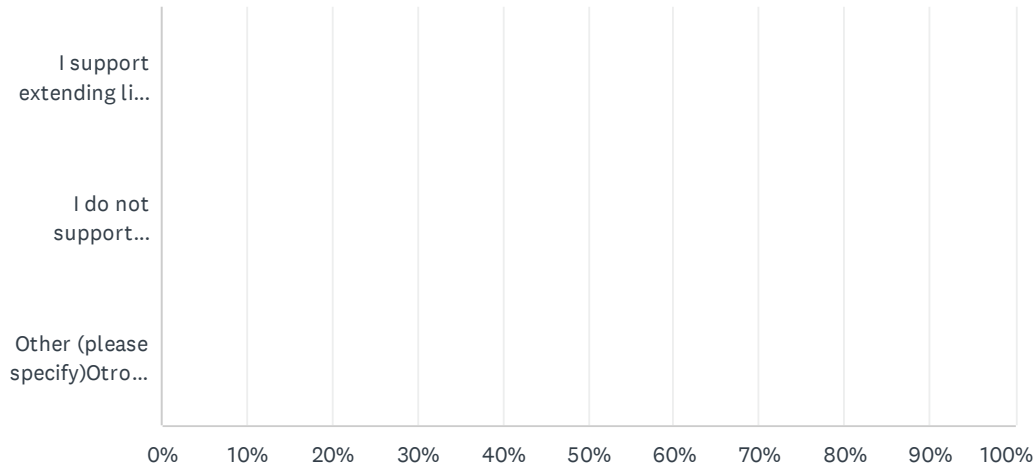
RESPONSES

I am a resident within the City limits of Glenwood Springs.Soy residente dentro de los límites de la ciudad de Glenwood Springs.	84.00%	21
I am a resident of Glenwood Springs, but outside of city limits.Soy residente de Glenwood Springs, pero fuera de los límites de la ciudad.	4.00%	1
Other (please specify)Otros (especifíquese)	12.00%	3
TOTAL		25

#	OTHER (PLEASE SPECIFY)OTROS (ESPECIFIQUESE)	DATE
1	Parachute	3/28/2023 5:42 PM
2	Not a resident now, but I was for 14 years.	3/28/2023 11:41 AM
3	Business owner in GWS.	3/23/2023 6:08 PM

Q2 Please select the option that best reflects your opinion. Seleccione la opción que mejor se adapte a usted.

Answered: 25 Skipped: 0



ANSWER CHOICES

RESPONSES

I support extending limit on retail marijuana operating hours from 7 p.m. to 10 p.m. daily.Apoyo extender el límite en las horas de operación de la marihuana al por menor de 7 p.m. a 10 p.m. todos los días.	52.00%	13
I do not support extending limit on retail marijuana operating hours from 7 p.m. to 10 p.m. daily.No apoyo extender el límite en las horas de operación de la marihuana al por menor de 7 p.m. a 10 p.m. todos los días.	40.00%	10
Other (please specify)Otros (especifíquese)	8.00%	2
TOTAL		25

#	OTHER (PLEASE SPECIFY)OTROS (ESPECIFÍQUESE)	DATE
1	I live on the east side of the 1100 block of Grand Ave. The marijuana store on the NE corner of Grand & 11th has customers shooting off of Grand, parking awkwardly on 11th St., often blocking the alley for access to the parking behind my house. I do not support the extension of tie to 10 PM	3/29/2023 7:32 AM
2	Could care less. Amazing what is wasting time on the city council.	3/25/2023 9:24 PM

Q3 Please share any additional input regarding limits on marijuana business hours of operation. Comparta cualquier información adicional sobre los límites en el horario de negocio de la marihuana.

Answered: 13 Skipped: 12

#	RESPONSES	DATE
1	Lots of people are still working when the dispos are closing up. It would be nice to be able to drop by after work.	3/29/2023 9:22 PM
2	I do not believe 3 more evening hours for access will improve the marijuana business' dollar-wise. We all seem to be able to secure the items we need to purchase based on the current time scheduled business open hours.	3/29/2023 7:32 AM
3	I believe this change to evening hours of operation will increase revenues, add employee hours, add to the tax base and create convenience for cannabis shoppers.	3/28/2023 4:19 PM
4	Well, liquor stores and bars are allowed to stay open extended hours, so why not pot stores? Just wondering, is domestic violence more likely with under the influence of alcohol or marijuana? Bruce Kime, Rifle	3/28/2023 11:41 AM
5	Even if it comes to a comprise at 9pm, it will benefit the tax base. Not much goes on around town after 9pm anyway and I think mj users have proven to be responsible around town, for the most part, over the last 13 years	3/24/2023 6:56 PM
6	The current business hours of operation should still work fine.	3/24/2023 3:48 PM
7	These businesses haave proven to be good neighbors. Also, the more business we can get to stay open later, the more vibrant our downtown will become.	3/24/2023 12:32 PM
8	we live in downtown and our business is in west next to Marijuana store and I do not want more people late close to our property, we already have issues with people at night by the shop, I have call the police a few times, also the pot store is by busses station and people are hidden behind the building, they have stolen a bike and broke a couple car lights on our business so please please do not extend the hrs. we are a family that works so hard to live and with all these issues is not been easy for us. I also see younger kids by the pot shop, someone will care about them and not only care for money.	3/24/2023 12:28 PM
9	Liquor stores stay open until 12 am. There's no reason that marijuana shops shouldn't stay open until 10 pm. Even 8 or 9 pm would be a good closing time. 6:45 is too early, many people get off work at that time.	3/24/2023 11:55 AM
10	I feel that the hours the stores have is sufficient.	3/24/2023 11:00 AM
11	Liquor stores can stay open longer so cannabis stores should stay open even longer	3/24/2023 10:43 AM
12	The entire MJ industry is untrustworthy with no principles and their product is destroying the minds of our youth. The last we need to do is be more lenient. Additionally, the majority of customers at The Green Joint simply walk outside, go across the street and smoke their purchase in Axtell Park. Allowing later hours will only increase this type of behavior.	3/23/2023 10:33 PM
13	If liquor stores can be open later I do not see a reason for the marijuana stores to be open as well. It generates tax money.	3/23/2023 10:15 PM



Fact Sheet

Petition to Extend Marijuana Establishment Operating Hours

Background Information

Under state rules, retail marijuana businesses can be open only between 8 a.m. and midnight. Municipalities can require stricter hours of operation. The Glenwood Springs Municipal Code currently limits retail marijuana hours of operation to 8 a.m. to 7 p.m. daily.

A petition has been submitted to put a ballot initiative to the public allowing marijuana stores to extend evening hours to 10 p.m. If they get the required number of signatures City Council can decide to make this change to code or put it out to vote if enough qualifying signatures are submitted.

This item will be discussed at the next City Council meeting on Thursday, April 6, 2023. Please share your input via this [brief form](#) or by email to Ryan.Muse@cogs.us by 10 a.m. on Monday, April 3, 2023.

Hours Permitted by Other Municipalities

Municipality	Hours Permitted	Notes
Boulder	8 a.m. to 10 p.m.	
Carbondale	Same as state regulation (8 a.m. and midnight)	Staff has not observed any law enforcement issues.
Central	8 a.m. and midnight, daily	Originally set at 10 p.m. Observationally, they don't stay open until midnight. No law enforcement issues with marijuana businesses since start in 2010.
Eagle	8 a.m. and midnight, daily	
Golden	8 a.m. to 10 p.m.	
Gypsum	None	Medical and retail marijuana establishments prohibited.
Log Lane Village	Medical 8 pm and 10 for recreational	
Manitou Springs	8 a.m. to 11:45 p.m.	
New Castle	None	Medical and retail marijuana establishments prohibited.
Northglenn	8 a.m. to 10 p.m., daily	
Rifle	8 a.m. to 10 p.m., daily*	*For medical or retail establishments in the light-industrial zones. No retail sales permitted outside of light-industrial zones. Medical establishments outside of light-industrial areas may only operate 8 a.m. to 7 p.m.
Silt	10 a.m. to 10 p.m.	
Steamboat Springs	8 a.m. to 10 p.m.	

Telluride	Same as state regulation (8 a.m. and midnight)	While retail marijuana shops are allowed to stay open until midnight, most stores only stay open until 9 or 10 p.m. Staff has not observed a significant change in tax revenue or crime rates.
-----------	--	--

Municipal Retail Marijuana Laws (2022)

The Colorado Municipal League (CML) assembled a [list of status of retail marijuana for various Colorado municipalities](#). The list includes type of permitted use and links to related municipal codes. This was last updated in April 2022.

Effect on Crime

Glenwood Police evaluated call data in geofenced areas with proximity to existing marijuana businesses and found no correlation between crime rates and the presence of such establishments. Extended evening hours for marijuana sales establishments is not projected to create substantial change in local crime rates, and the Glenwood Police department is not in opposition of the extension of their operating hours.

Colorado Division of Criminal Justice Report on Impacts of Marijuana Legalization in Colorado (2021)

In 2021, the Colorado Division of Criminal Justice's Office of Research and Statistics published "Impacts on Marijuana Legalization in Colorado" report, which presents data on marijuana-related topics including crime, impaired driving, hospitalizations, emergency room visits, usage rates, effects on youth, and more.

[View report highlights.](#)

[View full report.](#)

Effect on Tax Revenue

The Glenwood Springs Finance Department does not forecast a significant change in sales tax due to extended evening hours for marijuana sales establishments.

Share Your Input

This item will be discussed at the next City Council meeting on Thursday, April 6, 2023. Please share your input via this [brief form](#) or by email to Ryan.Muse@cogs.us by 10 a.m. on Monday, April 3, 2023.

Form Link: surveymonkey.com/r/YLHLLWB

Hoja Informativa

Petición para extender el horario de operación del establecimiento de marihuana

Antecedentes

Bajo las reglas estatales, los negocios minoristas de marihuana pueden estar abiertos solo entre las 8 a.m. y la medianoche. Los municipios pueden requerir horarios de operación más estrictos. El Código Municipal de Glenwood Springs actualmente limita las horas de operación de la marihuana al por menor de 8 a.m. a 7 p.m. todos los días.

Se ha presentado una petición para poner una iniciativa de votación al público que permita a las tiendas de marihuana extender el horario nocturno hasta las 10 p.m. Si obtienen el número requerido de firmas, el Concejo Municipal puede decidir hacer este cambio al código o ponerlo a votación si se presentan suficientes firmas calificadas.

Este tema se discutirá en la próxima reunión del Concejo Municipal el jueves 6 de abril 2023. Comparta sus comentarios a través de este breve formulario o por correo electrónico a Ryan.Muse@cogs.us antes de las 10 a.m. del lunes 3 de abril 2023.

Horas Permitidas Por Otros Municipios

Municipio	Horas Permitidas	Notas
Boulder	8 a.m. to 10 p.m.	
Carbondale	Igual que la regulación estatal (8 a.m. and medianoche)	El personal no ha observado ningún problema de aplicación de la ley.
Central	8 a.m. and medianoche, diario	Originalmente programado a las 10 p.m. Observacionalmente, no permanecen abiertos hasta la medianoche. No hay problemas de aplicación de la ley con los negocios de marihuana desde su inicio en 2010.
Eagle	8 a.m. and medianoche, diario	
Golden	8 a.m. to 10 p.m.	
Gypsum	Ninguno	Prohibida la marihuana medicinal y minorista.
Log Lane Village	Medica 8 pm and 10 para recreacional	
Manitou Springs	8 a.m. to 11:45 p.m.	
New Castle	Ninguna	Prohibida la marihuana medicinal y minorista.
Northglenn	8 a.m. to 10 p.m., diario	
Rifle	8 a.m. to 10 p.m., diario*	*Para establecimientos médicos o minoristas en las zonas de industria ligera. No se permiten ventas minoristas fuera de las zonas de industria ligera. Los establecimientos médicos fuera de las áreas de industria ligera solo pueden operar de 8 a. m. a 7 p. m.

Silt	10 a.m. to 10 p.m.	
Steamboat Springs	8 a.m. to 10 p.m.	
Telluride	Igual que la regulación estatal (8 a.m. and medianoche)	Aun que las tiendas minoristas de marihuana pueden permanecer abiertas hasta la medianoche, la mayoría de las tiendas solo permanecen abiertas hasta las 9 o 10 p.m. El personal no ha observado un cambio significativo en los ingresos fiscales o las tasas de delincuencia.

Leyes Municipales de Marihuana al por menor (2022)

La Liga Municipal de Colorado (CML) reunió una lista del estado de la marihuana al por menor para varios municipios de Colorado. La lista incluye el tipo de uso permitido y enlaces a códigos municipales relacionados. Esto se actualizó por última vez en abril de 2022.

Efecto Sobre el Crimen

La policía de Glenwood evaluó los datos de llamadas en áreas geocercadas con proximidad a negocios de marihuana existentes y no encontró correlación entre las tasas de criminalidad y la presencia de dichos establecimientos.. No se proyecta que las horas nocturnas extendidas para los establecimientos de venta de marihuana creen cambios sustanciales en las tasas de delincuencia local, y el departamento de policía de Glenwood no se opone a la extensión de sus horas de funcionamiento.

Informe de la División de Justicia Criminal de Colorado Sobre los Impactos de la Legalización de la Marihuana en Colorado (2021)

En 2021, la Oficina de Investigación y Estadísticas de la División de Justicia Criminal de Colorado publicó el informe “Impactos en la Legalización de la Marihuana en Colorado”, que presenta datos sobre temas relacionados con la marihuana, incluyendo delitos, conducir con problemas, hospitalizaciones, visitas a salas de emergencia, tasas de uso, etc. efectos en la juventud, y más.

Ver los aspectos más destacados del informe.

Ver informe completo.

Efecto Sobre los Ingresos Fiscales

El Departamento de Finanzas de Glenwood Springs no pronostica un cambio significativo en el impuesto a las ventas debido a las horas nocturnas extendidas para los establecimientos de venta de marihuana.

Comparta su Opinion

Este tema se discutirá en la próxima reunión del Concejo Municipal el jueves 6 de abril 2023. Comparta sus comentarios a través de este breve formulario o por correo electrónico a Ryan.Muse@cogs.us antes de las 10 a.m. del lunes 3 de abril 2023.

Enlace de formulario: surveymonkey.com/r/YLHLLWB



MEMO

TO: Jenn Ooton
Assistant City Manager/Economic & Community Development Director

FROM: Gretchen Ricehill
Asst. Director, Community Development Dept.

DATE: October 5, 2018

RE: Code Text Amendment – Marijuana Uses - Extension of Business Hours

Several weeks ago we received a letter from Dan Sullivan, owner of the Green Joint, requesting that the City consider amending the Municipal Code to extend business hours for marijuana related uses. Currently the Code (050.080, 050.090 and 070.030.030) requires that retail and medical marijuana businesses close at 7 PM. Mr. Sullivan requested that these hours be extended to 9 PM.

The purpose of this memo is to inform you of a similar request that Community Development received three years ago and to ask if you want to move forward given the outcome and the relative recent nature of the request.

In May 2015, the Green Dragon requested an amendment of the Municipal Code to extend marijuana business hours from 7PM to 10PM. The Planning & Zoning Commission heard and recommended that Council approve the code amendment.

During this same period, the City's Liquor Hearing officer was conducting licensing hearings for one or two marijuana establishments, at least one of which was downtown. A number of people attended these licensing hearings and expressed their objection to any more marijuana establishments in the downtown area.

Reacting to public outcry, on June 4th, Council adopted a three month moratorium on the acceptance, processing and approval of marijuana land use applications including marijuana-related legislation. This temporarily suspended consideration of the business hours code text amendment.

Council conducted a workshop on July 2nd and discussed a wide range of potential code revisions to address public concerns. This included increasing setback requirements between marijuana establishments, changing review procedures and adjusting hours of operation. Council's direction to staff was to bring legislation which would change the review procedures for retail and medical marijuana businesses from a use by right (requiring only a licensing hearing) to a special review with hearings before the Planning & Zoning Commission and City Council; to

*City of Glenwood Springs Community Development Department
101 W 8th Street
Glenwood Springs, Colorado 81601
Tel: 970-384-6400
FAX: 970-945-8582*

change the setback between marijuana businesses from 325 feet to 900 feet; and, to add new special review criteria for marijuana businesses. Council did not direct staff to address hours of operation.

During the workshop, Police Chief Terry Wilson recommended, and Council expressed its support to leave the business hours as-is, 7AM – 8PM. A number of marijuana business representatives and the general public attended this workshop, including Dan Sullivan. Mr. Sullivan then attended the regular Council meeting and under “Citizens Appearing” commended Council on their efforts at the work session and concurred with Chief Wilson that there was no reason to extend operating hours.

Regarding the current request, at a recent department review meeting Chief Wilson indicated that he was not necessarily opposed to the extended hours to 9PM. He indicated that the police have had the chance to monitor the situation over time and the issues are not generally related to the business hours.

Please let me know how you would like to proceed. There are three Councilors (Gamba, Leahy and Davis) that may remember this workshop and, given recent comments about The Station’s marijuana special use permit, I believe there may be at least two Councilors (Godes, Ingraham) who would be opposed to an expansion of marijuana related uses, even if it is just business hours.

*City of Glenwood Springs Community Development Department
101 W 8th Street
Glenwood Springs, Colorado 81601
Tel: 970-384-6400
FAX: 970-945-8582*

MINUTES
City of Glenwood Springs
Planning and Zoning Commission
Special Meeting
May 5, 2015
Council Chambers, First Floor, City Hall
101 W. 8th Street
6:00 p.m.

Vice Chairman Blair called the meeting to order at 6:02 p.m.

MOTION: Commissioner Geiger moved to seat Vice Chairman Blair as Chairman for this meeting. Commissioner Dehm seconded the motion. The motion carried by voice vote.

MOTION: Commissioner Geiger moved to seat Alternate Schachter for the meeting. Commissioner Dunn seconded the motion. Motion carried by voice vote.

1. Roll call.

Present at roll call were Commissioners: Sumner Schachter, Judy Gillespie, Michael Dunn, Michael Blair, Kathryn Grosscup, Mary Elizabeth Geiger, and Marco Dehm.

Also present were City staff members: Andrew McGregor, Community Development Director
Gretchen Ricehill, Senior Planner
Jill Peterson, City Planner
Trent L. Hyatt, Planner
Kathleen Michel, Administrative Assistant
Karl Hanlon, Special Counsel

2. Comments from citizens appearing for items not on the agenda.

No one was present to comment.

Continued Public Hearings:

7. #11-15 – Consideration of Amendments to Section 070.040.030 of the Glenwood Springs Municipal Code regarding hours of operation for retail marijuana establishments.

Applicant: City of Glenwood Springs
Location: City-wide

Andrew McGregor presented background on the item. A local retailer asked City Council to consider changes of the hours for medical and retail marijuana establishments. Council asked the P&Z to consider the request. He said that there was a letter in the packet from Jeff Kennedy, manager of one of our local facilities, supporting the measure. Regulations for medical marijuana were imposed by state statute. Retail marijuana followed the regulations set for medical, i.e. hours of operation, but they were not codified by the state. Retail is allowed to

be regulated by local jurisdictions. Mr. Kennedy's request was to extend hours to 10:00 p.m. The co-located facilities had to conform due to different clients and ages. The reality has been shown to be different. The Police Chief did not believe this would change public safety substantially. He was more concerned with possible attempts to steal product or cash. We are suggesting that there is no reason not to extend hours.

Questions of staff

Commissioner Geiger is still concerned about the safety issue. She does not see a reason to change hours.

Mr. McGregor said the Police Chief was not willing to extend hours past 10 o'clock.

Commissioner Dehm wondered if the public other than the Green Dragon has contacted Andrew.

Mr. McGregor said that no one else has commented.

Commissioner Dehm asked about Glenwood's hours.

Mr. McGregor said they were 8:00 a.m. to 7:00 p.m.

Commissioner Grosscup asked for the number of establishments in each category.

Mr. McGregor said there were three co-located facilities, two are exclusively medical, one grow facility with retail, and two pending applications for retail only. There is another prospective grow facility that will have a retail establishment at the same location. He said we are approaching a saturation level with the separation required from schools and other facilities.

Commissioner Geiger commented that we didn't establish a hard number.

Mr. McGregor said the setback model accomplishes the same thing.

Commissioner Dunn wondered how late liquor stores were open.

Mr. McGregor said that liquor stores were open 8 a.m. to 12:00 midnight.

Commissioner Dunn asked if regular retail, like a clothing store, had the same restricted hours.

Mr. McGregor none.

Commissioner Dunn commented that liquor stores are treated differently than other retail.

Mr. McGregor said they get State and local licenses and are highly regulated.

Commissioner Schachter they have asked for a generous extension of hours as opposed to keeping the current 11 hour window and just shifting.

Mr. McGregor said that the earlier opening time is allowed but not obligatory. He didn't know how much demand there was at that time of day.

Commissioner Schachter said that the decision about retail marijuana shapes the character of the town. We don't have liquor tourism but if other states allow marijuana, we may no longer have it either. We are the main state selling it retail. We need to decide what kind of character we want in this town as we are in flux right now.

Commissioner Gillespie was concerned about discrimination against this business and we should allow it later. We are a tourist town and there are people who probably come here for the marijuana. We should encourage all retail businesses to be open later. That would help business in general. She said she would hate to see it not approved.

Commissioner Schachter asked if our recommendation picked the hours or let the Council determine the hours.

Mr. McGregor said it was more helpful to council if we had a specific time.

Commissioner Geiger asked if we had the numbers on sales tax generated by retail marijuana.

Mr. McGregor said that we do not disclose the income of the individual businesses, as a policy of the Finance Department.

Commissioner Dehm asked where the two possible new retail locations would be.

Mr. McGregor said they would be in downtown Glenwood, one on Grand Avenue and the other on 10th St.

The Chair reminded Commissioners that we are here to provide advice to Council. He thought everyone's comments were valuable. He questioned hours for each type of use. We can recommend different hours as suggested by staff.

No one from the public was present to comment. The Chair closed the time for public comment and asked for a motion.

MOTION: Item #11-15: Commissioner Dehm moved to approve a code text amendment to extend the hours for retail marijuana sales from 8 a.m. to 8 p.m. based on the comments from the Police Chief and the City Attorney. Commissioner Geiger seconded the motion.

Commissioner Dunn did not want to infringe on anyone's ability to conduct business. He was concerned about effects on young people and wanted to be more conservative. He favored keeping same hours or going with this motion.

Commissioner Grosscup noted that Mr. McGregor suggested 9:00; we are splitting hairs. With an extra hour, our tourists will not have to go up to Aspen for product.

Commissioner Geiger pointed out that people staying in hotels cannot smoke, unless staying in someone's home, they have nowhere to smoke it, so she does not favor changing it.

Commissioner Schachter wondered if there was a conflict with marijuana tourism and family vacations. We can become less restrictive in time, but would have difficulty dialing it back. This is a cash business and that adds to the safety issues.

Commissioner Dehm suggested taking a baby step as with more stores coming in, it would be hard to reel it back.

Commissioner Gillespie wondered why we should take away the busiest time. She does not want to discriminate against this business.

Commissioner Schachter observed that we are giving an additional hour in the busiest time.

Commissioner Geiger pointed out that Council has the opportunity to choose a different time.

Commissioner Gillespie wants to jump to 10:00.

Commissioner Schachter said that we are not the ones to determine success or failure of a business.

Commissioner Dunn we have every reason to go slowly as this is an experiment in our state.

Commissioner Gillespie said that if a pot shop is open until 10, not all the kids are going to be there.

Commissioner Dunn doesn't think we have enough data yet. Let's take baby steps.

Chair called for the vote: 6-1 with Commissioner Dunn voting no. The motion carried.

Other business:

The Chair indicated he would prefer to have the election as the last item on tonight's agenda.

9. Community Development Director's Update.

Mr. McGregor said that the regular meeting is May 26. We have three items: Large child home application; the continued item from this agenda, and a major development application for the Lofts at Red Mountain, on Lot 11A, fronting on Wulfsohn Road. This is not a Meadows application but they do own the property.

Commissioner Geiger indicated that three of the Commissioners would have to recuse themselves.

Mr. McGregor introduced and welcomed Trent Hyatt, new planner, whom you all met in the kitchen.

10. Comments from the Commission.

Commissioner Schachter asked about the request for a workshop with the City Council. Did they take any action?

Mr. McGregor said that he corresponded with Councilmember Trauger about this and she assured us an invitation would be forthcoming. He further commented that Commissioner Schachter would likely be appointed as a full-time member of the Commission on Thursday night. We will try to get some new alternates.

8. Election of Chairman and Vice-Chairman.

Mr. McGregor said that typically this selection was for a two year period.

For Chairman:

Commissioner Geiger nominated Marco Dehm and Commissioner Schachter seconded the nomination.

Commissioner Gillespie nominated Mary Elizabeth Geiger and Commissioner Grosscup seconded the nomination.

Vote by show of hands: 4 for Dehm; 3 for Geiger. **Commissioner Dehm was elected as Chairman.**

For Vice Chairman:

Commissioner Dehm nominated Mary Elizabeth Geiger and Commissioner Dunn seconded the nomination.

Commissioner Geiger nominated Michael Blair and Commissioner Grosscup seconded the nomination.

Vote by show of hands: 5 for Geiger; 2 for Blair. **Commissioner Geiger was elected as Vice Chairman.**

11. Adjournment. Adjourned at 8:00 p.m.

Pursuant to Section 5.1 of the Charter of the City of
Glenwood Springs and C.R.S. §§ 31-11-106,

THIS ORDINANCE CHANGES THE HOUR OF CLOSURE FROM 7:00 P.M.
TO 10:00 P.M. FOR MEDICAL AND RETAIL MARIJUANA BUSINESSES
WITHIN THE CITY OF GLENWOOD SPRINGS.

THIS EFFORT IS TO SIMPLY ALLOW CANNABIS DISPENSARIES TO REMAIN OPEN LATER THAN 7PM.

Allowing dispensaries to remain open later will bring more tax dollars to the city with no cost associated. This additional tax revenue supports the community and infrastructure of the town. In turn, making Glenwood Springs a more attractive place to live

Extending hours will create more jobs within the city, as well as promote a safer environment for Glenwood's citizens.

Glenwood Police evaluated call data in geofenced areas with proximity to existing marijuana businesses and found no correlation between crime rates and the presence of such establishments. Extended evening hours for marijuana sales establishments is not projected to create substantial change in local crime rates, and the Glenwood Police department is not in opposition of the extension of their operating hours (1)

Carbondale, Central City and Telluride all reported no significant crime change

1. Glenwood is an outlier in the state when it comes to allotted operational closing times for dispensaries.

- Colorado state law is that dispensaries can not make sales between Midnight and 8AM. (2)
 - Aspen, Snowmass, and Carbondale are all able to stay open till midnight.
 - No other city in Colorado limits its dispensaries to close earlier than 8PM.

2. Glenwood Working Class spending tax dollars **outside** of the city.

- A large and growing number of people working from Aspen down to Carbondale are living in Glenwood and even out to Rifle/Silt now.
- It's common for those workers to get off of work at 6PM or later. By far, the most common routine of purchasing cannabis is after one's shift. We find this purchasing routine to be accurate based on the increased volume of customer traffic within our last hour of daily operation, customer word of mouth, and also based on the support behind the petition we circulated.
- As a result, people are potentially speeding down to our store from upvalley and surrounding areas to catch us before we close. Or they are simply purchasing outside of Glenwood as those are the only places still open. Or they go to the liquor store.

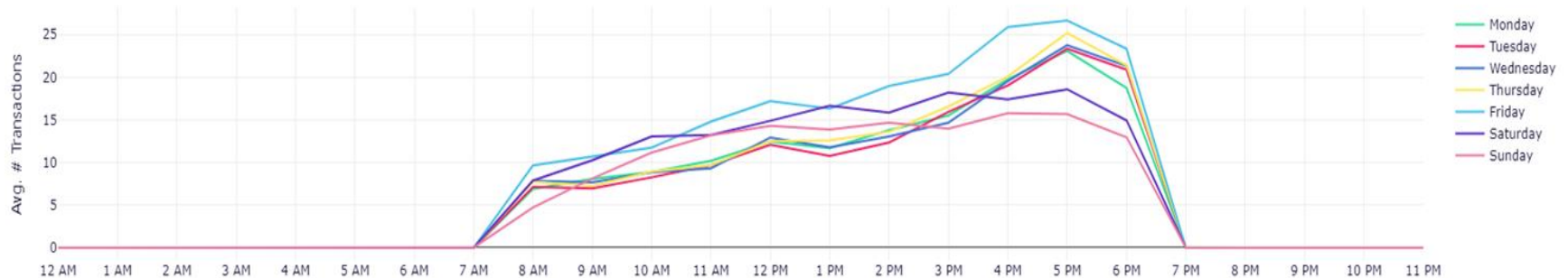
Location The Dab by Silverpeak - Glenwood Springs

Start Time 2022-03-01

End Time 2023-04-05

Update Charts

Busy Times of Day



Please note that we close our shop at 6:45PM to ensure no sales are made past 7PM.

3. Cannabis has important health and medical benefits.

The health and medical benefits of cannabis are numerous. Both infrequent and daily cannabis use can:

- Relieve pain (3)
- Reduce nausea and vomiting from chemotherapy (3)
- Promote sleep in people with chronic pain (3)
- Improve mood and quality of life in people with health conditions (4)
- Ongoing research is focused on other potential health benefits of cannabis, such as its ability to help with cancer, inflammatory bowel disease, as well as neurodegenerative diseases and many more.

There are very few health benefits of alcohol. These benefits are all related to cardiovascular health, and benefits are greatest when alcohol is consumed in moderation (about one drink per day):

- Red wine contains polyphenols, which have antioxidant properties. (5)
- Drinking alcohol reduces fibrinogen, a blood-clotting protein. (6)
- Moderate alcohol use can increase HDL cholesterol (the good cholesterol). (7)

Citations

- (1) Ballard, Cassandra. “Coming to Council: Late Night Marijuana Sales and Council Decision on Housing Bill That Affects Local Zoning Laws.” *PostIndependent.com*, PostIndependent.com, 4 Apr. 2023, <https://www.postindependent.com/news/coming-to-council-late-night-marijuana-sales-and-council-decision-on-housing-bill-that-affects-local-zoning-laws/>.
 - (2) Govt, Colorado. “Laws about Marijuana Use.” *Colorado Cannabis*, 2014, <https://cannabis.colorado.gov/legal-marijuana-use/laws-about-marijuana-use>.
 - (3) “Cannabis (Marijuana) and Cannabinoids: What You Need to Know.” *National Center for Complementary and Integrative Health*, U.S. Department of Health and Human Services, 2019, <https://www.nccih.nih.gov/health/cannabis-marijuana-and-cannabinoids-what-you-need-to-know#:~:text=Are%20cannabis%20or%20cannabinoids%20helpful,loss%20associated%20with%20HIV%2FAIDS>.
- Continued on Next Page -

-
- (4) DJ,, Boehnke KF;Litinas E;Clauw. “Medical Cannabis Use Is Associated with Decreased Opiate Medication Use in a Retrospective Cross-Sectional Survey of Patients with Chronic Pain.” *The Journal of Pain*, U.S. National Library of Medicine, 2016, [https://pubmed.ncbi.nlm.nih.gov/27001005/#:~:text=Among%20study%20participants%2C%20medical%20cannabis,quality%20of%20life%20\(45%25\).](https://pubmed.ncbi.nlm.nih.gov/27001005/#:~:text=Among%20study%20participants%2C%20medical%20cannabis,quality%20of%20life%20(45%25).)
 - (5) Staff, Mayo Clinic. “The Truth about Red Wine and Heart Health.” *Mayo Clinic*, Mayo Foundation for Medical Education and Research, 14 Jan. 2022, <https://www.mayoclinic.org/diseases-conditions/heart-disease/in-depth/red-wine/art-20048281#:~:text=Red%20wine%2C%20in%20moderation%2C%20has,attacks%20aren't%20completely%20understood.>
 - (6) Eismann, Hendrik. “Influence of Alcohol Consumption on Blood Coagulation in Rotational Thromboelastometry (Rotem): An in-Vivo Study.” *Korean Journal of Anesthesiology*, U.S. National Library of Medicine, Aug. 2020, <https://www.ncbi.nlm.nih.gov/pmc/articles/PMC7403120/>.

-
- (7) Foster, David. "Alcohol Consumption Raises HDL Cholesterol Levels by ... - Circulation." *AHA Journals*, 2000, <https://www.ahajournals.org/doi/10.1161/01.CIR.102.19.2347>.



City Council
STAFF REPORT
City of Glenwood Springs
May 4, 2023

Agenda Item: Introduction to New Police Dog

Action Requested: None

Department: Police Department

Presented By: Joseph Deras

Strategic Goals: Ensure Public Safety

Background Info: Reese is a 2-year-old Belgian Malinoa. He recently arrived in town and is looking forward to meeting Council.

Issues: None

Fiscal Impact: The dog was budgeted in the Capital Projects Fund (\$25,000) and cost \$26,108 including related expenses. Ongoing supplies and other expenses will be paid for from the appropriate line item in the General Fund's Police Department.

Legal Review: NA

Staff Recommendation: NA



Glenwood Springs
POLICE

CITY OF GLENWOOD SPRINGS

PROCLAMATION

To recognize National Police Week 2023 and to honor the service and sacrifice of those law enforcement officers killed in the line of duty while protecting our communities and safeguarding our democracy.

WHEREAS, in 1962, President John F. Kennedy proclaimed May 15th as National Peace Officers Memorial Day and the calendar week in which May 15th falls, as National Police Week, and

WHEREAS, there are approximately 900,000 law enforcement officers serving in communities across the United States including the dedicated women and men of the Glenwood Springs Police Department; and

WHEREAS, since the first recorded death in 1791, more than 23,800 law enforcement officers in the United States have made the ultimate sacrifice and been killed in the line of duty, and

WHEREAS, the names of these dedicated public servants are engraved on the walls of the National Law Enforcement Officers Memorial in Washington, D.C; and,

WHEREAS, 224 police officers were killed in the line of duty in 2022, and

WHEREAS, the service and sacrifice of all officers killed in the line of duty will be honored during the National Law Enforcement Officers Memorial Fund's Annual Candlelight Vigil, on the evening of May 13th, 2023, at the National Mall, and

WHEREAS, the Candlelight Vigil is part of National Police Week, which takes place this year on May 14th-20th, and

WHEREAS, May 15th is designated as Peace Officers Memorial Day, in honor of all fallen officers and their families and U.S. flags should be flown at half-staff, and

NOW THEREFORE, BE IT RESOLVED that I, Ingrid Wussow, Mayor of the City of Glenwood Springs, and on behalf of the entire City Council, do hereby formally designate May 14th through May 20th, 2023, as

POLICE WEEK IN THE CITY OF GLENWOOD SPRINGS

and publicly salute the service of law enforcement officers in the City of Glenwood Springs and in communities across the nation.

Mayor Ingrid Wussow



EHLERS-DANLOS SYNDROMES AND HYPERMOBILITY SPECTRUM DISORDERS AWARENESS MONTH

WHEREAS, Ehlers-Danlos syndromes (EDS) are a group of 13 heritable connective tissue disorders that together affect 1 in 5,000 people. Each type of EDS has its own set of symptoms, but some features are seen across all types of EDS, including joint hypermobility, skin hyperextensibility, and tissue fragility;

WHEREAS, hypermobility spectrum disorders (HSD) are connective tissue disorders that cause joint hypermobility, instability, injury, and pain. Other symptoms, such as fatigue, headaches, GI problems, and autonomic dysfunction are also often seen as part of HSD;

WHEREAS, there is no cure for any type of EDS or HSD. The conditions are managed by addressing a person's symptoms. EDS and HSD can cause a variety of symptoms in many different areas of the body, so people with these conditions often require multiple providers in different specialties to manage their care;

WHEREAS, access to professionals who are knowledgeable about EDS and HSD is limited in Glenwood Springs, Colorado. Lack of awareness about EDS and HSD in Glenwood Springs, Colorado and across the world stands in the way of the diagnosis, management, and research of these conditions;

WHEREAS, awareness about EDS and HSD by both medical professionals and the general public can help improve the lives of people living with EDS and HSD in Glenwood Springs, Colorado;

THEREFORE BE IT RESOLVED, I, Ingrid Wussow, Mayor of Glenwood Springs in the State of Colorado, do hereby proclaim **May 2023** as **Ehlers-Danlos Syndromes and Hypermobility Spectrum Disorders Awareness Month** in the City of Glenwood Springs.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Glenwood Springs, Colorado to be affixed, this 4th day of May, in the year 2023.

Ingrid Wussow, Mayor
City of Glenwood Springs



City Council
STAFF REPORT
City of Glenwood Springs
May 4, 2023

Agenda Item:	27th Street Underpass Construction
Action Requested:	NA
Department:	City Administration
Presented By:	Beverli Marshall
Strategic Goals:	Protect and Preserve our Quality of Life
Background Info:	Roaring Fork Transit Authority (RFTA) is managing a project to improve safety and access in the area of South Grand and 27th Street and will be here for an update on progress and what to expect in the coming months.
Issues:	None
Fiscal Impact:	We have budgeted a contribution of \$750,000 from the A&I Fund plus \$100,000 from the Bus Tax Fund to the project.
Legal Review:	NA
Staff Recommendation:	NA



City Council
STAFF REPORT
City of Glenwood Springs
May 4, 2023

Agenda Item:	Ordinance 2023-02 Budget Amendment #1 (ONE READING)
Action Requested:	Approval of Ordinance amending the 2023 budget.
Department:	City Administration
Presented By:	Steve Boyd
Strategic Goals:	Provide Efficient and Responsive City Government Preserve and Improve Infrastructure Protect and Preserve our Quality of Life Generate Sustainable Economic Development Ensure Public Safety
Background Info:	Each year Council appropriates certain expenditures that were unforeseen at the time the budget is approved and funds being expended resulting from a grant or contribution. This is a one-reading ordinance formally appropriating the expenditures.
Issues:	None at this time.
Fiscal Impact:	Detailed in the Ordinance by Fund and Department.
Legal Review:	NA
Staff Recommendation:	Staff recommends approval of Ordinance 2023-02 amending the 2023 budget.



2023 BUDGET

2023 Approved Budget 11/3/2022

Table of Contents

<u>Fund</u>	<u>Page #</u>
Overview and Summary	3
General Fund	20
City Council	25
Administration	25
Community Center	26
City Clerk	27
Human Resources	28
Finance	28
Information Technology	29
Municipal Court	30
Legal	30
Non-Departmental	31
Facilities	31
Recreation	32
Police	33
Community Development	34
Engineering	35
Building Department	36
Streets	37
Parks and Recreation	38
Tourism	40
Street Tax	43
Marijuana	47
Tobacco Tax	50
Bus Tax	53
Water/Wastewater	56
Broadband	66
Electric	70
Airport	77
Landfill	80
Capital Projects	85
A&I Fund	91
General Improvement District	96
Fire and EMS	99
V.A.L.E.	102
Conservation Trust	105
Fleet	108
Fire Equipment Replacement	114
DDA	117
Enterprise Funds Audit (2021 Audit)	120

2023 BUDGET

Introduction and Overview

Highlights in 2023

- 15 Governmental Funds
- 5 Enterprise Funds
- 1 Internal Service Fund (Fleet)
- Total appropriation of \$107.7 million
- Total Spendable Fund Balances of \$37.0 million (as of the most recent audit end of 2021)
- General Fund appropriation of \$25.0 million; a 9% increase from the 2022 budget
- General Fund available fund balance of \$10.2 million; around 40% of budgeted expenditures
- Sales and use tax forecast of \$25.4 million
- Staff cost-of-living increase of 5% from 2022 levels
- Street capital improvements of \$12.5 million

Recent Major Projects

In the past few years, the city has completed several major projects that improve our infrastructure and support continued economic development. Some examples:

- | | |
|--|-------------------------------------|
| • Grand Avenue Bridge Replacement | • Bethel Plaza |
| • 27 th Street Bridge Replacement | • Red Mountain South Phases 1 and 2 |
| • South Midland Reconstruction | • Cedarcrest Subdivision Rebuild |
| • Fleet Building on Devereux | • Cardiff Water Tank Construction |
| • Parks Building on Soccerfield Road | • Cardnell Electric Substation |
| • Streets and SWAT facilities in Boneyard | • Wastewater Booster Station 11000 |
| • No Name Tunnel Water System | • Roaring Fork Pump Station |
| • Wastewater Plant Upgrades | • Blake Street Rebuild |
| • Water Plant Upgrades | • Airport Asphalt Replacement |
| • Sayre Park Phase 1 | • Jet A and Low Lead Fuel Farm |
| • Devereux Trail | • Downtown Alley Beautification |
| • Three Mile Park Shoreline | • Veltus Park Shoreline |

City Council

Our governing body is a 7-member City Council with a Mayor and Mayor Pro Tem. The Councilors and their term dates are listed below.

Jonathan Godes, Ward 5, Mayor; *term ends 4/2025*

- Volunteer Firefighter Pension Board
- Roaring Fork Transit Authority (RFTA) Board



Mayor Godes

Charlie Willman, Ward 3, Mayor Pro Tem, *term ends 4/2023*

- Financial Advisory Board
- Glenwood Springs Chamber Resort Board of Directors
- Colorado Department of Transportation Intermountain
- Downtown Development Authority (DDA) (Alternate)
- Tourism Promotion Board
- Colorado Municipal League



Mayor Pro tem Willman

Tony Hershey, at large; *term ends 4/2023*

- Historic Preservation Commission
- Victims Law Enforcement Board (VALE)
- Glenwood Springs Rural Fire District Board
- Airport Commission (Alternate)



Councilor Hershey

Marco Dehm, Ward 1; *term ends 4/2023*

- Downtown District Authority
- Arts and Culture Board (Alternate)



Councilor Dehm

Ingrid Wussow, Ward 1; *term ends 4/2025*

- Parks and Recreation Commission
- Transportation Commission
- Garfield Clean Energy
- Northwest Colorado Council of Governments
- CDOT Intermountain Transportation



Councilor Wussow

Shelley Kaup, at large; *term ends 4/2025*

- Arts and Culture Board
- Transportation Commission (Alternate)
- Housing Commission
- Garfield Clean Energy (Alternate)
- Roaring Fork Transportation Authority (RFTA) (Alternate)



Councilor Kaup

Paula Stepp, Ward 4; *term ends 4/2023*

- River Commission
- Airport Commission
- Ruedi Water and Power Authority
- Club 20
- Financial Advisory Board (Alternate)
- Tourism Promotion Board (Alternate)
- Housing Commission (Alternate)

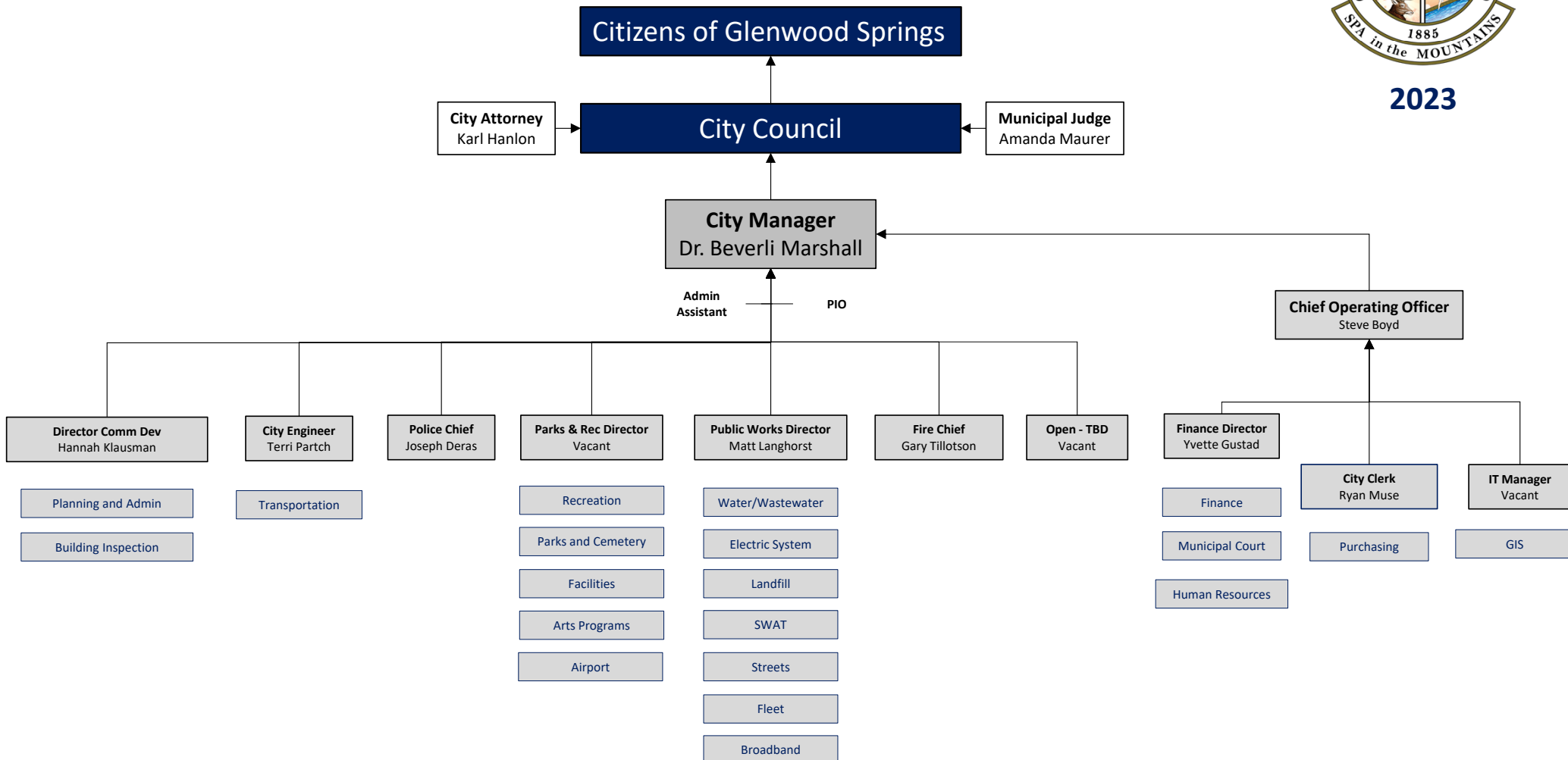


Councilor Stepp

City of Glenwood Springs Organizational Chart



2023



Accounting and Financial Reporting

Overview

In simplified terms there are two types of activities that a local government budgets resources for every year: (1) Governmental Activities and (2) Business Type Activities. The former provides the services a local agency is normally responsible for, things like public safety including police and fire, community development including planning and building, and parks and recreation. The General Fund is where these activities are funded along with the departments that support them including things like Finance, Human Resources, Information Technology, Facilities, Legal Counsel and General Administration. It also houses certain activities only found in local government like a municipal court, the City Clerk's office, and right-of-way maintenance.

There are capital resources that are purchased and depreciated that are used by staff in the General Fund like equipment, computers and servers, vehicles, building improvements and projects accomplished by these departments like trail and park improvements that are paid for by a revenue source that is dedicated to capital purchases. In our General Fund we receive a tax of 2.0 percent of retail sales delivered to a buyer within the City limits of Glenwood Springs. Those taxes are collected in two funds, an operating fund that we refer to as the "General Fund" and a fund that purchases capital equipment and funds projects called the "Capital Projects Fund". Tax collections are usually received by these two funds in the ratio of 75% operating and 25% capital assets.

Fund Accounting

A budget refers to things that will happen in the future, and audit counts the beans of the past. In every case if there is a discrepancy between the two documents the Annual Financial Comprehensive Report (ACFR) should be used by the reader.

Capital funds are used to accomplish projects and purchase capital assets. The city considers purchases of more than \$10,000 as being "capitalized", meaning their cost is recognized over the expected life of that asset over a number of years rather than simply being written off as routine expenses.

Fund Financial Statements: A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All the funds of the City can be divided into three categories: governmental funds, proprietary funds and fiduciary funds.

Governmental Funds: Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements. The City's major governmental funds include the General Fund, Fire and Emergency Management Services (Ambulance) Fund, Downtown Development Authority, Capital Projects Fund, Street Tax Fund, and the Acquisition and Improvement Fund. The City also reports several non-major governmental funds. Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. The Balance Sheet and the Statement of Revenues, Expenditures and

Changes in Fund Balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

Proprietary Funds: The City reports two categories of proprietary funds - Internal Service (1) and Enterprise (5). The Fleet Services Fund, an internal service fund created in 2007, provides vehicle and equipment replacement and maintenance services to the City's governmental and enterprise activities. Enterprise funds are used to report the same functions presented as business-type activities in the government-wide financial statements. The City uses Enterprise Funds to account for its Water and Sewer, Electric Distribution, Airport, Broadband and Landfill operations.

Proprietary Funds provide the same type of information as the government-wide financial statements, only in more detail. The Proprietary Fund financial statements provide separate information for each of the business-type services provided by the City, each of which is a major fund of the City. Enterprise funds use full accrual accounting like a business, governmental funds use modified accrual accounting.

The Cemetery Fund is our only fiduciary fund that is designed to account for resources for parties that are outside the government. It is maintained by our Parks and Recreation department and no resources are allocated to it this year.

The graphic below offers a look at our accounting structure.

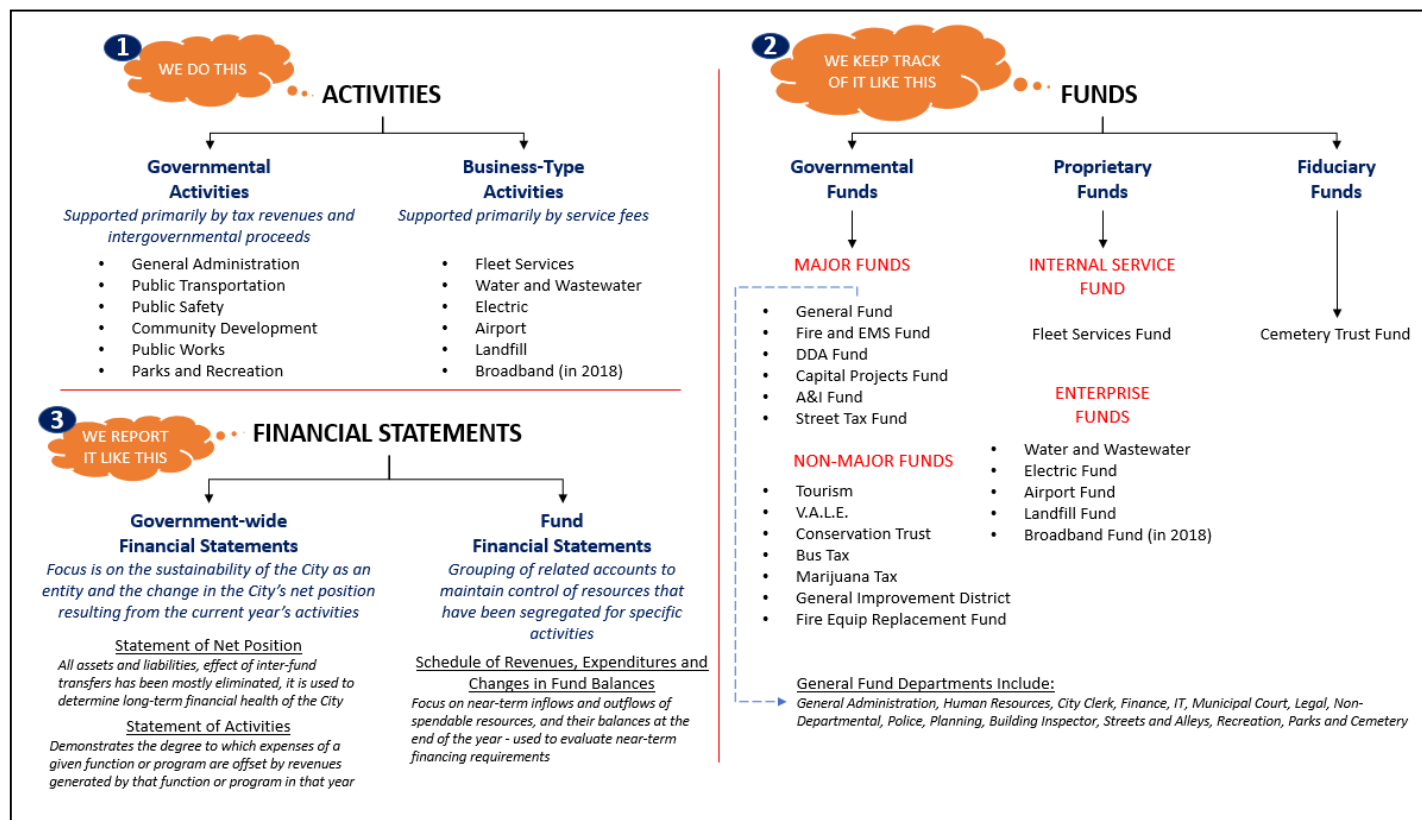


Chart of Funds by type

Fund Organizational Chart at the City of Glenwood Springs

Fund Name	Fund Type								
	Major Governmental Fund	Non-Major Governmental Fund	Special Revenue Fund	Proprietary Fund	Enterprise Fund	Internal Service Fund	Fiduciary Fund	Blended Component Unit	Capital Project Fund
General	X								
Fire and Ambulance	X		X						
DDA	X							X	
Capital Projects	X								X
A&I	X								X
Street Tax	X		X						X
Tourism Fund		X	X						
V.A.L.E.		X	X						
Bus Tax		X	X						
Conservation Trust		X	X						
Marijuana		X	X						
Tobacco		X	X						
Water and Sewer				X	X				
Broadband				X	X				
Electric				X	X				
Airport				X	X				
Landfill				X	X				
Broadband				X	X				
Fleet Service				X		X			
General Improvement District			X					X	
Fire Equipment Replacement			X						X
Cemetery Reserve							X		

Fund balances are reported in five different categories:

The financial health of an organization is defined at least in part by the size of its savings account (capital reserves). For the consumer of this information to understand the City's financial position he or she needs to know what fund balances exist and which are available for certain purposes including emergencies. The city reports the following categories of reserves available to Council in staff direction:

1. Non-Spendable – these assets are not cash and cannot be used for current expenditures like equipment and vehicles.
2. Restricted – these are reserves imposed from an external source that Council cannot re-appropriate, such as a bond reserve or funds that came to the City earmarked for a particular purpose like Parkland Fees.
3. Committed – these fund balances are set aside for a particular project or purpose, but Council could choose to allocate the funds in another way by a majority vote of Council.
4. Available – these are reserves that are not earmarked for any purpose.
5. Contingency – these fund balances are not expected to be used for capital or operating expenses in the next budget year and are available for emergencies or opportunities.

The City is obligated to spend appropriated spendable funds in this priority order where it is legal and ethical. Cash balances are reported as of 6/30/2022, the most recent end of quarter results available at the time this budget was submitted to Council.

Those Complicated Accounting Rules

Generally Accepted Accounting Principles (GAAP) is a standardized reporting method that organizations are required to comply with so that the reader of their financial statements can compare the performance and financial condition of organizations on an “apples to apples” basis. The City’s annual audit complies with all GAAP requirements.

The method of accounting used by an institution can have a very meaningful impact on someone’s understanding both performance and condition of an organization. Cash accounting is referred to as the “cigar box method”, meaning money that comes in gets put into a box and money that goes out comes from that box. The problem with that method is that often an organization purchases equipment that has a useful life extending over a long period of time, and simply reducing a fund balance by that amount results in financial statements that a user cannot compare. As a result, most organizations use accrual accounting which endeavors to assign a cost to the reporting period in which it was actually incurred. A simple example is a building purchased by an organization for \$10 million that it expects to use for the next 30 years. The cost of that building should be recognized 1/30th of the total each year for 30 years, not entirely in one annual reporting period. The City uses an accounting method known as “accrual” accounting that recognizes expenditures when they are incurred, and revenues in enterprise funds when they are earned, but in governmental funds when they are spent as required by the Governmental Accounting Standards Board (GASB). In short, there are rules for reporting financial results to make it easier for a consumer to understand and compare, and the City of Glenwood Springs’ financial statements are in compliance with all of those.

Full Audits are Different than Reviewed Financial Statements

Like most entities, a local government can produce financial statements that are “reviewed” by a Certified Public Accountant (CPA), audited by a CPA, or audited by a CPA firm that produces a report designed to put the results in some context to make it easier to compare the financial results and conditions of the entity against others that are similar.

- (1) Reviewed financial statements provide assurance that an organization’s financial reporting practices are consistent with accounting principles. A CPA firm generally tries to confirm the information provided is complete and accurate.
- (2) Audited financial statements demonstrate that a CPA has not only reviewed submitted financial statements but has taken steps to confirm that the information provides a whole and fair view of the organization’s financial position, its reporting conforms both with GAAP (Generally Accepted Accounting Principles) and GASB (Government Accounting Standards Board) rules, and tests account balances to ensure reported funds are indeed held by the fiduciary being attributed to by the target organization. For example, an audit will not only demonstrate that claimed account balances are compliant with rules, but it will also directly contact financial institutions to confirm such assets do actually exist.
- (3) An Annual Comprehensive Financial Report (ACFR) complies with all requirements of an official audit, and includes statistical information related to the organization’s relative size and performance so that a reader can compare organizations against each other.

The City of Glenwood Springs has produced audited financial statements (#2 above) for the past 20+ years and has delivered a full ACFR (#3 above) each of the past 4 years. The cost of this third party ACFR is substantial at \$50,000 to \$70,000 per year. However, Council believes, and staff agrees that residents and stakeholders in Glenwood Springs should be able to have confidence that our financial position is accurately reported by an informed, competent third party that confirms management’s representations.

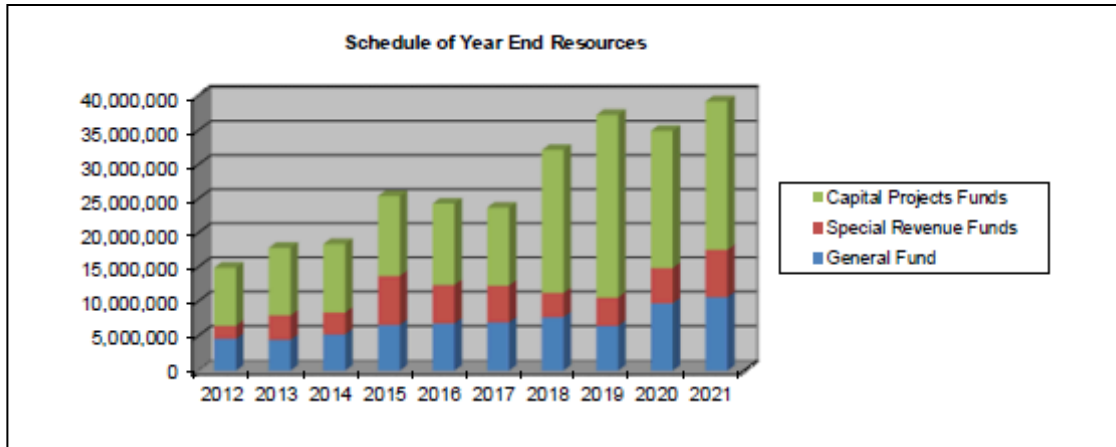
Government-wide Financial Analysis

Fund Balances

The largest portion of a municipality's investments is in its capital assets. Land, buildings, equipment, machinery, and specialized tools are necessary to deliver and/or provide services to residents and visitors. Glenwood's net investment in assets account for 80% of our net position. These assets are not an available source for payment of future spending. We can report positive balances in all three categories of net position and have \$33.2 in unrestricted reserves as of 12/31/2021, our most recently completed audit.

City of Glenwood Spring's Net Position						
	Governmental Activities		Business-type Activities		Total	
	2021	(restated) 2020	2021	2020	2021	(restated) 2020
Assets:						
Current and other assets	48,210,184	40,560,465	24,366,370	23,881,532	72,576,554	64,441,997
Capital assets, net	106,479,335	106,537,549	80,863,654	74,908,827	187,342,989	181,446,376
Total Assets	154,689,519	147,098,014	105,230,024	98,790,359	259,919,543	245,888,373
Deferred Outflows of Resources:	34,643	34,643	-	-	34,643	34,643
Liabilities:						
Other liabilities	7,103,200	5,230,503	4,613,538	5,604,900	11,716,738	10,835,403
Long-term liabilities	20,621,698	22,164,440	36,689,478	29,301,839	57,311,176	51,466,279
Total Liabilities	27,724,898	27,394,943	41,303,016	34,906,739	69,027,914	62,301,682
Deferred Inflows of Resources:	3,664,879	2,327,976	-	-	3,664,879	2,327,976
Net Position:						
Net investment in capital assets	85,718,279	88,064,892	64,617,934	56,113,082	150,336,213	144,177,974
Restricted	3,710,624	1,410,970	-	-	3,710,624	1,410,970
Unrestricted	33,905,482	27,933,876	(690,926)	7,770,538	33,214,556	35,704,414
Total Net Position	123,334,385	117,409,738	63,927,008	63,883,620	187,261,393	181,293,358

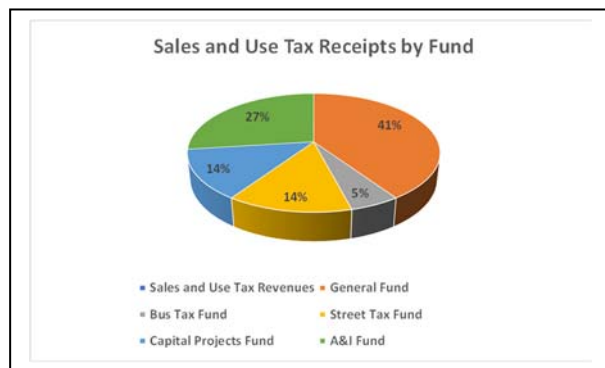
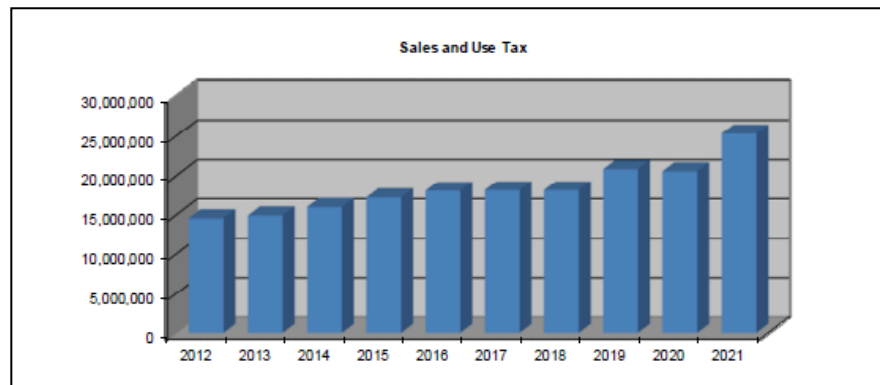
The City uses fund accounting to ensure compliance with finance-related legal requirements. Glenwood's governmental funds provide information on near-term inflows, outflows and balances of spendable resources. In particular, unreserved fund balances are a good measure of net resources that are available for spending. Our unreserved fund balances (not including enterprise funds) increased by \$4.3 million in 2021 to \$39.3 million.



Sales and Use Tax Receipts

The major source of funding the governmental fund at the City is sales and use taxes. In 2021 the city received \$23,385,743 in sales and use taxes, an increase of 23% over 2020 which was negatively impacted by the COVID pandemic and 170 closures.

The 2022 forecast is \$22,735,443. Through September we are up 7% year-to-date from 2021 and have set the 2023 sales and use tax estimate at 0% growth over that amount, or \$24,967,168. We have experienced relatively strong and consistent growth in our tax receipts over the past 10 years.



The City's sales tax of 3.7% is allocated across five funds including the General Fund, Capital Projects, A&I, Bus Tax and Street Tax. In addition to Glenwood's sales tax shoppers pay 1.0% to RFTA, 2.9% to the state and 1.0% to the County for a total local sales tax rate of 8.6%.

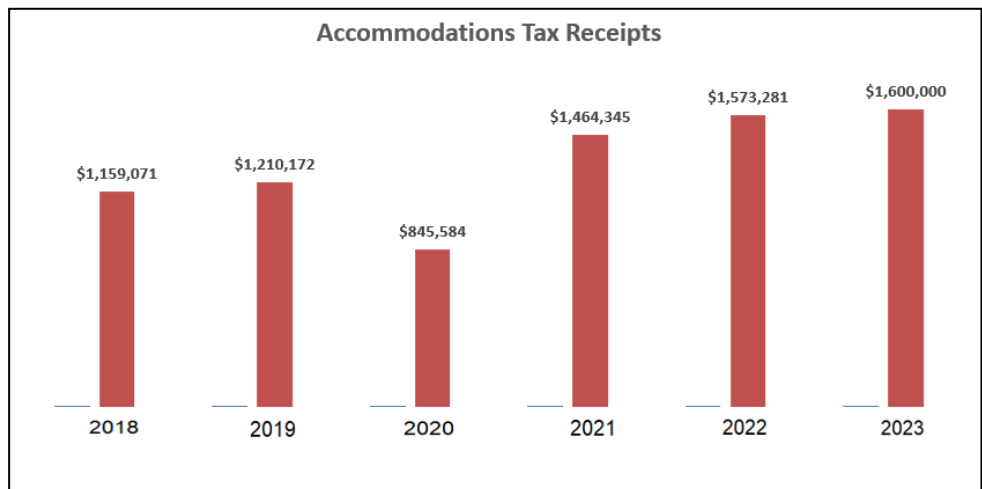
Amazon.com Services
 City Market
 Garfield County
 Hot Springs Lodge & Pool
 Hotel Colorado
 Lowe's Home Centers, LLC
 Marshalls
 Natural Grocers
 Target
 Walmart, Inc.

Many of the City's biggest tax remitters are located in the Meadows shopping area which composes approximately 25% of sales tax collections. A Supreme Court decision in the 1990's required a company to have a physical presence within the boundaries of a taxing authority. As a result, remote online retailers that ship goods into the City but do not have a physical presence here have not been required to collect and remit sales tax because it was deemed too difficult to track, interpret, collect and remit tax to so many different taxing entities and therefore overly burdensome administratively. The Supreme Court revisited and reversed that decision recently if taxing authorities can make compliance reasonable. The Colorado State Department of Revenue has since established

the Sales and Use Tax System (SUTS) that allows municipalities that amend the definitions of what is taxable in their respective codes to standards established by the State, who would then develop a system to collect taxes from remote retailers and distribute those funds to the appropriate organization. Glenwood Springs complied with SUTS in 2020. As a result, we are seeing these internet companies remit more tax each year, and in 2021 one of these companies (Amazon) was in the top 10 taxpayers listed here in alphabetical order.

Accommodations Tax

Glenwood adds a 2.5% accommodations tax to hotel rooms and short-term rentals, defined by 30 days or less. In 2023 we forecast those revenues to be \$1.6 million. The short-term rental market has recently begun to withhold and remit sales taxes. We expect that to continue and anticipate significant revenues from marketplace facilitators that book trips on behalf of clients like Kayak, Priceline, etc.



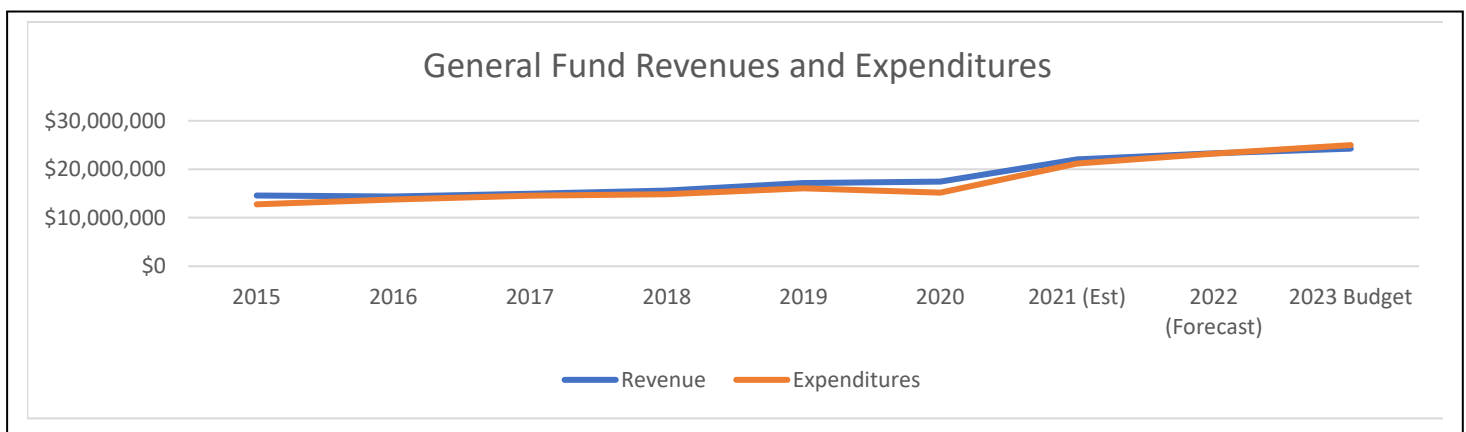
Personnel

The city has full-time, part-time and seasonal employees in various departments. The General Fund is typically between 60% and 70% payroll and related expenses. We use functions to track the different types of services we are providing the community. The city has added 19 employees over the past 10 years, or roughly two per year.

Program	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
General government	30.8	31.0	30.8	31.8	30.8	32.0	30.3	30.3	30.3	32.8
Public Safety	64.0	59.3	59.3	61.3	65.4	64.7	63.7	63.3	61.3	62.0
Public Transportation	6.0	6.0	6.0	7.0	7.0	7.3	6.5	6.5	6.5	5.5
Public Works	19.9	19.9	19.9	21.0	21.0	21.5	21.5	23.0	20.0	18.0
Culture and Recreation	27.0	27.0	26.0	26.0	26.0	25.2	28.2	30.2	26.0	35.0
Water	16.5	16.2	17.5	17.2	17.2	17.0	19.8	19.8	17.0	22.3
Electric	15.0	15.5	16.0	13.3	13.3	15.3	15.3	15.3	15.3	12.8
Airport	0.6	0.6	0.6	0.2	0.2	0.2	0.2	0.2	0.2	0.2
Broadband	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	6.5	7.0
Landfill	3.8	3.8	3.8	3.6	3.6	3.6	5.0	5.0	9.0	9.3
Total:	183.55	179.25	179.84	181.36	184.29	186.65	190.27	193.5	192.1	202.7

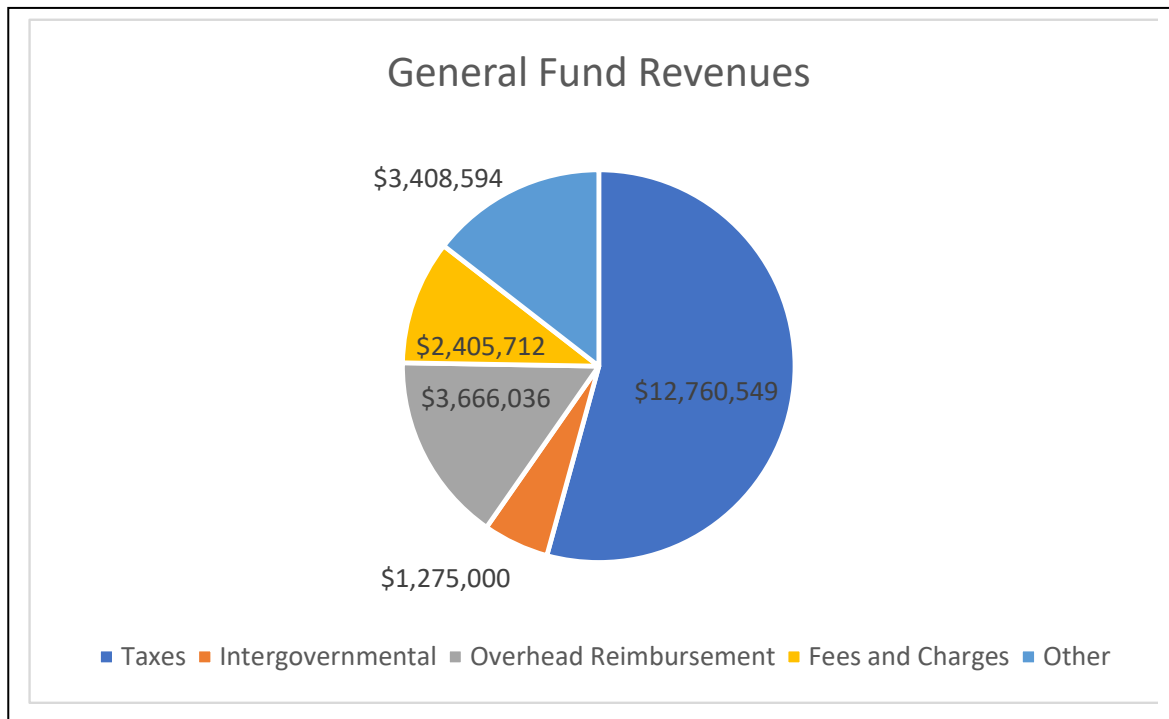
General Fund

The General Fund is both our biggest fund and the one that holds the most employees. We have solid reserves in this fund, but expenses tend to rise at a higher level than revenues, and unlike a water or electric fund we have very little influence on the revenue that gets generated. Like with many things, the COVID pandemic in 2020 impacted these results.



Where the Money Comes From

The General Fund collects money from several sources, most notably taxes. Sales and Use Taxes make of the largest portion of this, but we also earn some property tax, specific ownership and franchise fees.

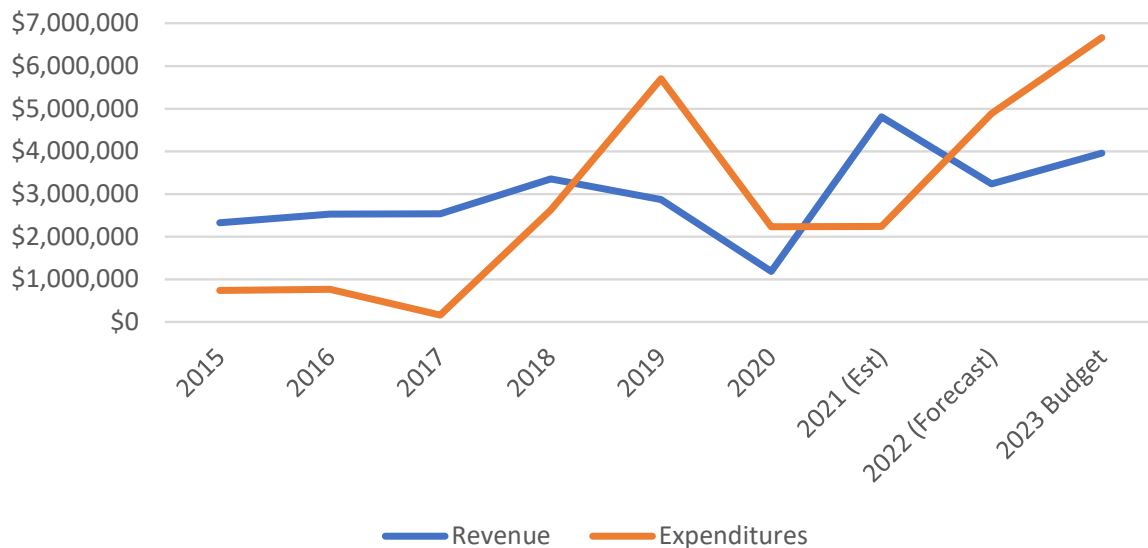


Capital Projects Fund

The Capital Projects Fund supports projects and equipment needed for activity managed by a General Fund Department. Things like vehicles, facility improvements and park improvements are funded here. Each year the City allocates resources to a few things that do not get completed that year, usually because staff does not have the capacity to manage everything or obtain materials. These are the budgeted items in 2023 that are carried over from the 2022 budget. The result is that some funds are appropriated more than once. Toward the end of the year, we will take these items out of the 2022 budget which will make year-over-year comparisons more accurate. This fund has wider annual expense swings. Revenues are generally consistent, but the 2020 pandemic had an impact here as well. We also receive grant funding sometimes in this fund.

Capital Projects Fund	
K9	\$17,000
3 Mile Design	\$140,000
Parks Trucks (2)	\$56,000
CC Generator	\$322,519
Air Compressor	\$18,000
City Hall plumbing	\$30,000
9th and Cooper	\$408,562
Ice rink repairs	\$75,000
Axtel park	\$80,000
Two rivers park	\$10,000
Lone Pine	\$63,000
Parks HQ	\$460,697
Parks signage	\$8,500
Remote control irrigation	\$40,712
Remote control door locks	<u>\$45,275</u>
	\$1,775,265

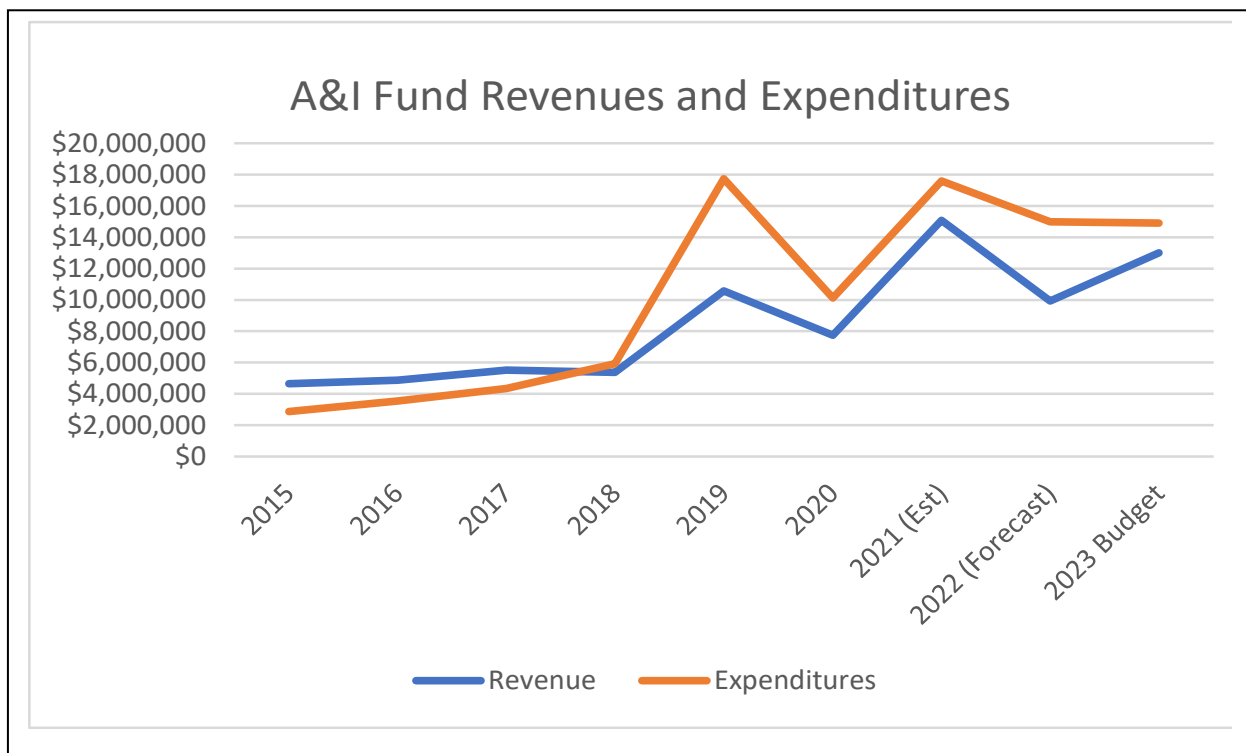
Capital Projects Fund Revenues and Expenditures



Acquisition and Improvements (A&I) Fund

A&I Fund	
27th St underpass	\$750,000
11th Street Landscaping	\$12,000
Mitchell Creek Flood Study	\$70,000
6th Street	\$1,750,000
LoVa construction	\$1,150,000
	\$3,732,000

The A&I Fund is a 1.0% sales tax that was passed in 2016 by the voters and continues for 30 years. In 2018 and 2019 this fund acquired \$22.2 million in debt financing from JP Morgan Chase to fund South Midland, the 27th Street Bridge and South Bridge. The service on that debt is roughly \$2 million per year. Additionally, this fund subsidizes the Community Center in an amount usually around \$1 million. It earns \$6 million in tax revenue, so roughly ½ of annual revenues are appropriated before any project spending is accomplished. Like the Capital Projects Fund, A&I will frequently have funds budgeted for projects that are not completed throughout the year and need to carry funds forward.



Enterprise Funds

The City operates Water, Electric, Airport, Landfill and Broadband Funds as Enterprise Funds, meaning they should be self-sustaining and neither distribute profits nor take subsidies from other funds. The accounting method used is full accrual, rather than modified accrual that is practiced in governmental funds. The 2021 Audit features this summary of financial performance for each fund.

**City of Glenwood Springs
2023 Budget
December 1, 2022**

Exhibit A

	Current Operating Expenses	Capital Outlay	Debt Service	Transfers to Other Funds	Total Amount Appropriated
GENERAL FUND:					
General Government					
City Council	\$136,590				\$136,590
Administration	\$791,379				\$791,379
Human Resources	\$394,883				\$394,883
City Clerk/Elections	\$548,546				\$548,546
Finance/Purchasing	\$1,163,917				\$1,163,917
Information Technology	\$1,092,426				\$1,092,426
Judicial	\$317,824				\$317,824
Legal	\$400,000				\$400,000
Non-departmental Expenses	\$1,189,367				\$1,189,367
Total General Government	\$6,034,932	\$0	\$0	\$0	\$6,034,932
Public Safety					
Police Department	\$4,832,078				\$4,832,078
Total Public Safety	\$4,832,078	\$0	\$0	\$0	\$4,832,078
Community Development					
Community Development	\$1,050,292				\$1,050,292
Building Inspection	\$378,418				\$378,418
Total Community Development	\$1,428,710	\$0	\$0	\$0	\$1,428,710
Public Works					
Engineering/Administration	\$877,596				\$877,596
Administration, Streets and Alleys	\$1,488,844				\$1,488,844
Total Public Works	\$2,366,440	\$0	\$0	\$0	\$2,366,440
Parks and Recreation					
Parks and Cemetery Maintenance	\$2,012,008				\$2,012,008
Community Center	\$2,469,035				\$2,469,035
Facilities	\$743,651				\$743,651
Recreation/Arts Programs	\$880,768				\$880,768
Total Parks and Recreation	\$6,105,462	\$0	\$0	\$0	\$6,105,462
Transfers to Other Funds	\$0	\$0	\$0	\$4,264,863	\$4,264,863
Total General Fund Expenditures	\$20,767,622	\$0	\$0	\$4,264,863	\$25,032,485

**City of Glenwood Springs
2023 Budget
December 1, 2022**

Exhibit A

	Current Operating Expenses	Capital Outlay	Debt Service	Transfers to Other Funds	Total Amount Appropriated
INTERNAL SERVICE FUNDS:					
Fleet Service Fund	\$2,687,031	\$1,175,400	\$0	\$0	\$3,862,431
SPECIAL REVENUE FUNDS:					
Tourism Promotion Fund	\$1,420,383			\$169,201	\$1,589,584
V.A.L.E. Fund	\$20,000				\$20,000
Conservation Trust Fund	\$134,000				\$134,000
Street Tax Fund	\$1,394,458	\$1,664,000	\$322,000	\$0	\$3,380,458
Bus Tax Fund	\$2,062,936				\$2,062,936
Marijuana Tax Fund	\$100,500			\$360,000	\$460,500
Tobacco Tax Fund	\$11,000			\$750,000	\$761,000
Fire & EMS Fund	\$4,974,791				\$4,974,791
Total Special Revenue Funds	\$10,118,068	\$1,664,000	\$322,000	\$1,279,201	\$13,383,269
CAPITAL PROJECTS FUNDS:					
Capital Projects Fund	\$1,888,113	\$3,720,646		\$1,071,400	\$6,680,159
Acquisition & Improvement Fund	\$1,339,778	\$9,930,000	\$1,824,353	\$1,807,535	\$14,901,666
Fire Emergency Services Equipment Fund	\$200,000	\$2,123,000			\$2,323,000
Total Capital Projects Funds	\$3,427,891	\$15,773,646	\$1,824,353	\$2,878,935	\$23,904,824
ENTERPRISE FUNDS:					
Water & Sewer System	\$7,414,070	\$3,995,000	\$609,178	\$122,000	\$12,140,248
Broadband	\$1,620,866	\$315,000		\$405,917	\$2,341,783
Electric System	\$15,508,571	\$5,754,000	\$266,341	\$346,000	\$21,874,912
Airport Enterprise Fund	\$260,863		\$7,000		\$267,863
Landfill Enterprise Fund	\$3,046,184	\$155,500		\$169,000	\$3,370,684
Total Enterprise Funds	\$27,850,554	\$10,219,500	\$882,519	\$1,042,917	\$39,995,490
FIDUCIARY FUND TYPES:					
Cemetery Reserve Fund	\$0	\$0	\$0	\$0	\$0
COMPONENT UNITS:					
General Improvement District - 1980	\$14,582				\$14,582
Downtown Development Authority	\$453,346	\$785,000	\$40,410	\$450,000	\$1,728,756
Total Component Units	\$467,928	\$785,000		\$450,000	\$1,743,338
Total All Funds 2023 Appropriations	\$65,319,094	\$29,617,546	\$3,028,872	\$9,915,916	\$107,921,837

GENERAL FUND

	2020 Actual	2021 Actual	2022 Revised Budget	2022 Actual (Est.)	2023 Budget
Revenue	\$21,398,387	\$22,045,307	\$23,689,116	\$23,947,327	\$24,493,541
Expenditures	<u>(\$18,135,874)</u>	<u>(\$21,165,255)</u>	<u>(\$24,069,933)</u>	<u>(\$23,172,842)</u>	<u>(\$25,032,485)</u>
Change in Fund Balance	\$3,262,513	\$880,052	(\$380,817)	\$774,485	(\$538,944)
Beginning Fund Balance	\$6,475,416	\$9,737,929	\$10,617,981	\$10,617,981	\$11,392,466
Ending Fund Balance	\$9,737,929	\$10,617,981	\$10,237,164	\$11,392,466	\$10,853,522
Fund Balance Reserves:					
*Airport Road (Restricted)	(\$86,000)	(\$86,000)	(\$86,000)	(\$86,000)	(\$86,000)
*Affordable Housing (Restricted)	(\$26,984)	(\$26,984)	(\$26,984)	(\$26,984)	(\$26,984)
*In Lieu Housing Fee (Restricted)	(\$71,382)	(\$71,382)	(\$71,382)	(\$71,382)	(\$71,382)
*In Lieu Sidewalk Fee (Restricted)	(\$3,520)	(\$3,520)	(\$3,520)	(\$3,520)	(\$3,520)
Tourism Impact Costs (7.5% of Tourism Revenue)		(\$109,851)	(\$343,862)	(\$343,862)	(\$463,063)
Mine Expansion Opposition	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)
Employee Reserve	\$0	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)
Available Fund Balance after all Reserves	\$8,550,043	\$8,320,244	\$7,705,416	\$8,860,718	\$8,202,573
	43.8%	34.6%	30.8%	35.4%	31.2%
Available Fund Balance after Restricted Reserves	\$9,550,043	\$10,430,095	\$10,049,278	\$11,204,580	\$10,665,636
	48.9%	43.3%	40.1%	42.6%	40.6%
Cash Balance as of 9/30/2022	\$10,918,529				

*Restricted Fund Balance means it is imposed externally - Council cannot reallocate

**Percentage of Available Fund Balance is the number above it divided by 2023 forecasted expenditures increased by 5%

***Employee Reserve is for substantial and unusual costs such as a long-time employee's accrued leave or one-time performance b

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
---------	---------------------	-------------	-------------	---------------------	--------------	-------------

01 GENERAL FUND - 00

0100020-41110	PROPERTY TAXES	\$2,158,786	\$2,167,010	\$2,272,234	\$2,256,613	
0100020-41120	DELINQUENT PROPERTY TAXES	\$857	\$21	\$1,500	\$2,000	
0100020-41130	FIRE BOND TAXES	(\$93)	(\$0)	(\$0)	(\$0)	
0100020-41140	FIRE CAP. IMPR. TAXES	(\$69)	(\$0)	(\$0)	(\$0)	
0100020-41150	SPECIFIC OWNERSHIP	\$144,014	\$161,366	\$145,000	\$150,000	
0100020-41160	SPECIAL ASSESSMENTS	\$36,108	\$37,799	\$36,500	\$30,000	
0100020-41210	GENERAL SALES TAX	\$8,662,187	\$9,138,009	\$9,777,559	\$9,777,559	At the time this budget was passed the revised budget for 2022 was \$8,750,855. There was a later supplemental that increased that amount to 7% over 2021 actual receipts, or \$9,777,559. The 2023 budget assumes no growth over that 2022 revised forecast.
0100020-41310	USE TAX	\$305,342	\$342,805	\$466,216	\$527,027	
0100020-41710	FRANCHISE FEES	\$165,025	\$179,441	\$180,000	\$210,000	
		<u>\$11,472,157</u>	<u>\$12,026,451</u>	<u>\$12,879,009</u>	<u>\$12,953,199</u>	

01 GENERAL FUND - 00

0100060-41220	AUDIT REVENUE	\$95,583	\$115,161	\$100,000	\$121,622	
0100060-43510	INTEREST	\$153,345	(\$16,159)	\$165,000	\$125,000	
0100060-43520	POLICE CONFISCATED ASSETS	\$300	\$268	\$1,000	(\$0)	
0100060-43630	MINERAL LEASE	\$72,388	\$266,693	\$440,000	\$300,000	
0100060-43650	MISCELLANEOUS LEASE	\$46,106	\$53,399	\$60,000	\$50,000	
0100060-43710	CONTRIBUTIONS/DONATIONS	(\$0)	\$11,646	(\$0)	(\$0)	
0100060-43810	INTERFUND COST SERVICE	\$2,574,827	\$2,601,786	\$2,680,957	\$2,706,972	
0100060-43910	OTHER ENTITIES	\$56,328	\$40,100	\$50,000	\$40,000	
0100060-43920	INSURANCE REIMBURSEMENT	\$17,364	\$145,990	\$10,000	\$50,000	
0100060-44110	SALE OF ASSETS	\$3,525	\$10,399	\$10,000	\$10,000	
0100060-44120	CASH OVER/SHORT	\$18	(\$14)	(\$0)	(\$0)	
0100060-44130	MISCELLANEOUS	\$20,270	\$33,440	\$25,000	\$30,000	
		<u>\$3,040,055</u>	<u>\$3,262,708</u>	<u>\$3,541,957</u>	<u>\$3,433,594</u>	

01 GENERAL FUND - 00

0100040-42210	STATE & COUNTY SALES TAX	\$370,161	\$449,217	\$365,000	\$485,000	
0100040-42220	CIGARETTE TAXES	\$72,235	\$64,694	(\$0)	(\$0)	
0100040-42230	HIGHWAY USE TAX	\$265,031	\$322,383	\$350,000	\$300,000	
0100040-42240	SEVERENCE TAX	\$79,312	\$3,936	\$200,000	\$150,000	
0100040-42270	COUNTY ROAD & BRIDGE	(\$0)	\$10,727	(\$0)	(\$0)	

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
0100040-42310	GRANTS	\$995,779	\$349,826	\$662,106	\$350,000	Miscellaneous grants we receive in the general fund each year.
		\$1,782,518	\$1,200,783	\$1,577,106	\$1,285,000	

01 GENERAL FUND - 00

0100070-43840	ALLOCATED ORGANIZATIONAL COST	\$493,208	\$503,071	\$503,074	\$473,850	
0100070-43850	ALLOCATED ORGANIZATIONAL WA/W	\$194,690	\$190,000	\$240,528	\$265,800	
0100070-43860	INTERFUND FRANCHISE - ELECTRIC	\$493,208	\$503,071	\$503,074	\$473,850	
0100070-43870	INTERFUND FRANCHISE - WA/WW	\$194,690	\$190,000	\$240,528	\$265,800	
0100070-44315	TRANSFER FROM A & I	\$1,540,000	\$1,420,000	\$1,420,000	\$1,387,535	Community Center Subsidy
					\$120,000	Employee Housing Program (EHOP)
					\$100,000	Community Events
					\$200,000	Parks Maintenance
TOTAL TRANSFER FROM A & I		\$1,540,000	\$1,420,000	\$1,420,000	\$1,807,535	
0100070-44320	TRANSFER FROM DDA	(\$0)	(\$0)	\$100,000	(\$0)	
0100070-44350	TRANSFER FROM TOURISM FUND	(\$0)	(\$0)	\$50,000	\$119,201	7.5% of Tourism Fund revenue to address the cost of tourism.
					\$50,000	This \$50,000 is part of the FAB grant funds and is transferred to the General Fund to assist with the costs of major events including the 4th of July and New Year's.
TOTAL TRANSFER FROM TOURISM FUND		(\$0)	(\$0)	\$50,000	\$169,201	
0100070-44355	TRANSFER FROM MARIJUANA TAX FU				\$110,000	For public safety and police
					\$75,000	For youth community center passes
		\$276,272	\$185,000	\$200,000	\$75,000	Youth Mental Health
TOTAL TRANSFER FROM MARIJUANA TAX FU		\$276,272	\$185,000	\$200,000	\$260,000	
0100070-44395	TRANSFER FROM TOBACCO TAX FUND	\$750,000	\$750,000	\$400,000	\$750,000	-Overdose Transport -Parks and Downtown enforcement -Needles and paraphernalia clean-up -DUI enforcement -CEBT clinics treatment and counseling
		\$3,942,067	\$3,741,142	\$3,657,204	\$4,466,036	

01 GENERAL FUND - 10 GENERAL GOVERNMENT

0110030-42140	SALES TAX/BUSINESS LICENSES	\$43,800	\$81,025	\$40,000	\$40,000	
0110030-42150	LIQUOR LICENSES	\$69,585	\$59,372	\$50,000	\$70,000	
		\$113,385	\$140,397	\$90,000	\$110,000	

01 GENERAL FUND - 10 GENERAL GOVERNMENT

0110050-42420	CREDIT CARD CONVENIENCE FEES	\$653	\$726	(\$0)	(\$0)	
		\$653	\$726	(\$0)	(\$0)	

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
01 GENERAL FUND - 20 PUBLIC SAFETY						
0120030-42160	DOG LICENSES	\$45	\$25	\$50	(\$0)	
		\$45	\$25	\$50	(\$0)	
01 GENERAL FUND - 20 PUBLIC SAFETY						
0120050-42414	POLICE FINES	\$51,197	\$92,845	\$95,000	\$115,000	
0120050-42415	VEHICLE INSPECTION FEES	\$795	\$640	\$800	\$800	
0120050-42416	COURT FEES	\$19,749	\$25,133	\$30,000	\$40,000	
0120050-42417	PARKING FEES & FINES	\$20,468	\$19,864	\$30,000	\$20,000	
0120050-42418	IMPOUND FEES	\$1,410	\$4,262	\$2,500	\$4,000	
		\$93,619	\$142,743	\$158,300	\$179,800	
01 GENERAL FUND - 25 COMMUNITY/ECONOMIC DEVELOPMENT						
0125030-42110	BUILDING PERMITS	\$193,133	\$261,934	\$250,000	\$300,000	
0125030-42120	VENDOR PERMITS	\$1,200	\$800	\$1,500	\$1,000	
0125030-42170	CONTRACTOR'S LICENSES	\$20,862	\$28,882	\$20,000	\$25,000	
		\$215,194	\$291,616	\$271,500	\$326,000	
01 GENERAL FUND - 25 COMMUNITY/ECONOMIC DEVELOPMENT						
0125050-42411	LEGAL FEES	(\$0)	(\$0)	(\$0)	\$10,000	
0125050-42412	PLAN CHECK AND RECORD FEE	\$105,048	\$141,498	\$100,000	\$150,000	
0125050-42430	PLANNING FEES	\$21,388	\$49,584	\$40,000	\$40,000	
0125050-42960	FEE IN LIEU - SIDEWALK	\$3,520	(\$0)	(\$0)	(\$0)	
		\$129,956	\$191,083	\$140,000	\$200,000	
01 GENERAL FUND - 30 PUBLIC WORKS						
0130050-42410	ENGINEERING FEES	(\$0)	\$11,445	(\$0)	\$10,000	
0130050-42431	DOWNTOWN TRASH FEE	\$27,963	\$45,900	\$25,000	\$50,000	
		\$27,963	\$57,345	\$25,000	\$60,000	
01 GENERAL FUND - 35 CULTURE AND RECREATION						
0135050-42413	CEMETERY FEES	\$8,119	\$8,281	\$8,000	(\$0)	
0135050-42419	PARK RENTALS/BOAT RAMP FEES	\$97,742	\$80,597	\$50,000	\$50,000	
0135050-42433	DOWNTOWN SNOW REMOVAL	(\$0)	(\$0)	\$25,000	(\$0)	
0135050-43210	RECREATION FEES	(\$0)	\$26,577	\$63,500	\$312,360	
0135050-43260	ART CENTER FEES	\$7,393	\$52,453	\$57,200	\$71,052	
0135050-43310	COMMUNITY CENTER FEES	\$467,522	\$822,380	\$1,145,290	\$1,046,500	

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
		\$580,776	\$990,288	\$1,348,990	\$1,479,912	
		\$21,398,387	\$22,045,307	\$23,689,116	\$24,493,541	

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
01 GENERAL FUND - 100 CITY COUNCIL						
01100-51110	REGULAR EMPLOYEES	\$74,585	\$86,400	\$86,400	\$86,400	Mayor (1) \$1,200 per month Councilors (6) \$1,000 per month each
01100-51250	FICA CONTRIBUTIONS	\$5,733	\$6,742	\$6,808	\$7,800	
01100-51270	UNEMPLOYMENT COMPENSATION	\$225	\$264	\$267	\$300	
01100-51280	WORKERS' COMPENSATION	\$81	\$71	\$90	\$90	
01100-51610	SUPPLIES	\$461	\$2,759	\$0	\$5,000	
01100-51710	PROFESSIONAL SERVICES	\$5,100	\$0	\$5,000	\$20,000	Council Meeting Broadcasts
01100-52210	PROFESSIONAL DEVELOPMENT	\$2,135	\$4,098	\$31,000	\$7,000	
01100-52310	MISC. TRAVEL	\$744	\$0	\$0	\$0	
01100-52410	PROFESSIONAL DUES AND MEMBERSH	\$0	\$0	\$2,500	\$0	
01100-52810	OTHER OPERATING EXPENSE	\$1,218	\$2,565	\$30,000	\$10,000	
TOTAL 100 - CITY COUNCIL		\$90,282	\$102,900	\$162,065	\$136,590	
01 GENERAL FUND - 112 ADMINISTRATION						
01112-51110	REGULAR EMPLOYEES	\$436,038	\$517,026	\$540,947	\$556,770	City Manager Assistant City Manager (75%) Chief Operating Officer Public Information Officer (25%) Executive Assistant - City Manager (50%)
01112-51210	HEALTH INSURANCE PREMIUMS	\$79,155	\$86,857	\$73,484	\$81,780	
01112-51220	LONG TERM DISABILITY	\$1,078	\$1,115	\$1,204	\$1,250	
01112-51230	BASIC LIFE INSURANCE	\$1,145	\$1,223	\$1,312	\$1,378	
01112-51250	FICA CONTRIBUTIONS	\$30,455	\$35,784	\$41,383	\$42,043	
01112-51260	RETIREMENT CONTRIBUTIONS	\$21,461	\$42,347	\$37,866	\$38,471	
01112-51270	UNEMPLOYMENT COMPENSATION	\$1,252	\$1,475	\$1,541	\$1,560	
01112-51280	WORKERS' COMPENSATION	\$764	\$2,346	\$526	\$600	
01112-51360	EMPLOYEE ONBOARDING	\$34	\$108	\$0	\$0	
01112-51410	UTILITIES	\$0	\$313	\$0	\$0	
01112-51610	SUPPLIES	\$1,821	\$2,291	\$2,000	\$2,500	
01112-51710	PROFESSIONAL SERVICES	\$15,413	(\$173,985)	\$25,000	\$7,227	Communication tools such as Canvas Pro, Survey Monkey, Archive Social
01112-51920	RENT/LEASE - EQUIPMENT	\$0	\$1,580	\$3,800	\$3,800	
01112-52110	PUBLIC NOTICES	\$0	\$244	\$0	\$0	
01112-52130	SPECIAL EVENT POSTING	\$0	\$0	\$2,500	\$0	
01112-52210	PROFESSIONAL DEVELOPMENT	\$1,070	\$7,438	\$6,000	\$6,000	
01112-52410	PROFESSIONAL DUES AND MEMBERSH	\$2,381	\$24,863	\$0	\$0	
01112-52420	ORGANIZATIONAL DUES AND MEMBER	\$42,335	\$9,060	\$0	\$40,000	
01112-52440	PROFESSIONAL SUBSCRIPTION	\$75	\$3,756	\$0	\$0	

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
01112-52810	OTHER OPERATING EXPENSE	\$17,485	\$3,841	\$12,500	\$8,000	
TOTAL 112 - ADMINISTRATION		\$651,962	\$567,680	\$750,063	\$791,379	
01 GENERAL FUND - 113 COMMUNITY CENTER						
01113-51110	REGULAR EMPLOYEES	\$719,201	\$546,348	\$686,435	\$664,171	Parks & Recreation Director Community Center Manager Parks & Rec Administrator Maintenance Tech Guest Services Supervisor Custodian I Fitness and Wellness Supervisor Aquatics Supervisor Aquatics Specialist/Safety and Maintenance Aquatics Specialist/Programming
01113-51120	PART-TIME EMPLOYEES	\$245,775	\$313,511	\$631,237	\$800,000	
01113-51130	SEASONAL EMPLOYEES	\$62	\$0	\$24	\$0	
01113-51140	OVERTIME	\$180	\$439	\$3,173	\$3,000	
01113-51210	HEALTH INSURANCE PREMIUMS	\$240,360	\$175,481	\$232,116	\$202,008	
01113-51220	LONG TERM DISABILITY	\$2,247	\$1,512	\$2,073	\$1,516	
01113-51230	BASIC LIFE INSURANCE	\$1,901	\$1,323	\$1,708	\$1,680	
01113-51250	FICA CONTRIBUTIONS	\$69,705	\$64,605	\$52,515	\$51,000	
01113-51260	RETIREMENT CONTRIBUTIONS	\$29,957	\$35,137	\$45,182	\$42,710	
01113-51270	UNEMPLOYMENT COMPENSATION	\$2,735	\$2,438	\$1,845	\$2,450	
01113-51280	WORKERS' COMPENSATION	\$39,309	\$30,983	\$21,884	\$22,000	
01113-51360	EMPLOYEE ONBOARDING	\$2,219	\$1,690	\$6,000	\$5,000	
01113-51380	UNIFORM ALLOWANCE	\$0	\$0	\$2,860	\$0	
01113-51410	UTILITIES	\$191,638	\$209,841	\$261,250	\$282,250	Gas, water/wastewater, electric, trash, landfill, communications, satellite
01113-51610	SUPPLIES	\$31,393	\$35,422	\$60,000	\$62,500	Janitorial, office, uniforms, marketing
01113-51710	PROFESSIONAL SERVICES	\$14,999	\$0	\$500	\$1,000	Contracted Instructors
01113-51810	MAINTENANCE & REPAIR	\$70,660	\$64,811	\$103,000	\$105,000	Building, landscaping
					\$45,000	Fleet
	TOTAL MAINTENANCE & REPAIR	\$70,660	\$64,811	\$103,000	\$150,000	
01113-51920	RENT/LEASE - EQUIPMENT	\$4,900	\$2,844	\$4,000	\$4,000	
01113-52120	EMPLOYMENT POSTING	\$662	\$325	\$1,000	\$1,000	
01113-52140	PROCUREMENT ADVERTISING	\$26	\$27	\$0	\$0	
01113-52210	PROFESSIONAL DEVELOPMENT	\$2,176	\$3,993	\$8,000	\$8,000	Training, certifications, conferences
01113-52410	PROFESSIONAL DUES AND MEMBERSH	\$4,772	\$955	\$2,000	\$2,500	
01113-52420	ORGANIZATIONAL DUES AND MEMBER	\$175	\$0	\$0	\$0	
01113-52610	TECHNOLOGY	\$12,783	\$14,659	\$9,000	\$16,500	RecTrac, Website, When I Work, Music Licensing
01113-52710	CREDIT CARD FEES	\$0	\$447	\$0	\$1,000	

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
01113-52810	OTHER OPERATING EXPENSE	\$1,821	\$238	\$0	\$0	
01113-53310	COMMUNITY CENTER EXPENSE	\$39,347	\$190,586	\$109,150	\$144,750	Facility Rentals, Aquatics, Climbing Wall, Fitness, Ice Rink, Little Rec, and General programming, supplies, maintenance, pro shops
TOTAL 113 - COMMUNITY CENTER		\$1,729,004	\$1,697,614	\$2,244,952	\$2,469,035	

01 GENERAL FUND - 114 CITY CLERK

01114-51110	REGULAR EMPLOYEES	\$110,116	\$84,239	\$104,946	\$111,320	City Clerk Assistant To City Clerk/Muni Court (50%)
01114-51120	PART-TIME EMPLOYEES	\$1,040	\$0	\$0	\$0	
01114-51140	OVERTIME	\$0	\$30	\$1,000	\$1,000	
01114-51210	HEALTH INSURANCE PREMIUMS	\$4,309	\$13,473	\$20,856	\$44,784	
01114-51220	LONG TERM DISABILITY	\$319	\$206	\$355	\$323	
01114-51230	BASIC LIFE INSURANCE	\$257	\$166	\$269	\$302	
01114-51250	FICA CONTRIBUTIONS	\$8,527	\$6,511	\$8,028	\$7,724	
01114-51260	RETIREMENT CONTRIBUTIONS	\$5,569	\$2,996	\$7,346	\$7,068	
01114-51270	UNEMPLOYMENT COMPENSATION	\$334	\$250	\$300	\$375	
01114-51280	WORKERS' COMPENSATION	\$755	\$720	\$125	\$150	
01114-51360	EMPLOYEE ONBOARDING	\$10	\$10	\$0	\$0	
01114-51410	UTILITIES	\$480	\$633	\$480	\$500	
01114-51610	SUPPLIES	\$577	\$265	\$1,000	\$1,000	
01114-51710	PROFESSIONAL SERVICES	\$14,468	\$17,762	\$30,000	\$25,000	Document management
01114-51920	RENT/LEASE - EQUIPMENT	\$0	\$1,450	\$0	\$1,500	
01114-52110	PUBLIC NOTICES	\$13,503	\$9,060	\$15,000	\$15,000	
01114-52120	EMPLOYMENT POSTING	\$70	\$0	\$100	\$0	
01114-52140	PROCUREMENT ADVERTISING	\$171	\$0	\$0	\$0	
01114-52210	PROFESSIONAL DEVELOPMENT	\$551	\$0	\$2,500	\$2,500	
01114-52410	PROFESSIONAL DUES AND MEMBERSH	\$355	\$0	\$400	\$0	
01114-52810	OTHER OPERATING EXPENSE	\$3,914	\$2,608	\$4,000	\$5,000	
01114-53510	PROPERTY INSURANCE	\$84,156	\$120,902	\$140,000	\$135,000	
01114-53520	LIABILITY AND CASUALTY INSURA	\$135,094	\$160,936	\$150,000	\$162,000	8% Increase from 2022 Budget
01114-53540	DEDUCTIBLES PAID	\$2,384	\$13,000	\$5,000	\$8,000	
01114-53550	OTHER INSURANCE	\$9,003	\$9,934	\$10,000	\$10,000	
01114-53610	ELECTIONS	\$18,665	\$15,233	\$15,000	\$10,000	
TOTAL 114 - CITY CLERK		\$414,628	\$460,383	\$516,705	\$548,546	

01 GENERAL FUND - 115 HUMAN RESOURCES

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
01115-51110	REGULAR EMPLOYEES	\$194,620	\$221,468	\$88,711	\$228,062	Human Resources Administrator Human Resources Generalist Admin Assistant II
01115-51140	OVERTIME	\$236	\$38	\$0	\$0	
01115-51210	HEALTH INSURANCE PREMIUMS	\$56,191	\$45,429	\$22,104	\$70,992	
01115-51220	LONG TERM DISABILITY	\$630	\$545	\$745	\$662	
01115-51230	BASIC LIFE INSURANCE	\$521	\$442	\$590	\$571	
01115-51250	FICA CONTRIBUTIONS	\$13,703	\$15,981	\$17,114	\$15,825	
01115-51260	RETIREMENT CONTRIBUTIONS	\$9,537	\$14,830	\$15,660	\$14,480	
01115-51270	UNEMPLOYMENT COMPENSATION	\$537	\$620	\$641	\$641	
01115-51280	WORKERS' COMPENSATION	\$314	\$277	\$234	\$300	
01115-51320	AWARDS	\$388	\$710	\$400	\$600	
01115-51340	WELLNESS PROGRAM	\$69	\$1,008	\$100	\$1,000	
01115-51410	UTILITIES	\$0	\$337	\$0	\$0	
01115-51610	SUPPLIES	\$126	\$288	\$200	\$0	
01115-51710	PROFESSIONAL SERVICES	\$37,719	\$55,460	\$68,000	\$50,000	Employers Council SHRM Benefits consultants
01115-51920	RENT/LEASE - EQUIPMENT	\$0	\$1,450	\$1,100	\$3,500	
01115-52120	EMPLOYMENT POSTING	(\$582)	\$1,290	\$1,500	\$750	
01115-52210	PROFESSIONAL DEVELOPMENT	\$2,602	\$1,214	\$10,000	\$3,000	
01115-52410	PROFESSIONAL DUES AND MEMBERSH	\$438	\$0	\$400	\$1,500	
01115-52810	OTHER OPERATING EXPENSE	\$2,695	\$353	\$2,500	\$3,000	
TOTAL 115 - HUMAN RESOURCES		\$319,745	\$361,741	\$229,999	\$394,883	

01 GENERAL FUND - 116 FINANCE

01116-51110	REGULAR EMPLOYEES	\$514,915	\$522,397	\$554,079	\$659,993	Finance Director Controller Accounting Manager Accounting Specialist - Utilities and Tax Customer Service Rep - Utility Billing Utilities/Payroll Manager Accounting Specialist - A/P and Sales Tax Implementation Support Specialist
01116-51210	HEALTH INSURANCE PREMIUMS	\$141,745	\$130,434	\$161,172	\$189,252	
01116-51220	LONG TERM DISABILITY	\$1,491	\$1,450	\$1,752	\$1,496	
01116-51230	BASIC LIFE INSURANCE	\$1,275	\$1,254	\$1,453	\$1,613	
01116-51250	FICA CONTRIBUTIONS	\$37,072	\$38,361	\$42,389	\$45,791	
01116-51260	RETIREMENT CONTRIBUTIONS	\$23,619	\$35,464	\$38,785	\$41,900	
01116-51270	UNEMPLOYMENT COMPENSATION	\$1,454	\$1,483	\$1,572	\$1,572	
01116-51280	WORKERS' COMPENSATION	\$864	\$761	\$623	\$800	
01116-51360	EMPLOYEE ONBOARDING	\$630	\$4,020	\$500	\$0	

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
01116-51610	SUPPLIES	\$77,883	\$84,998	\$87,500	\$85,000	
01116-51710	PROFESSIONAL SERVICES	\$95,784	\$99,651	\$98,000	\$75,000	Sales Tax auditor Financial auditor
01116-51920	RENT/LEASE - EQUIPMENT	\$12,657	\$11,010	\$13,000	\$12,000	
01116-52120	EMPLOYMENT POSTING	\$0	\$546	\$200	\$0	
01116-52210	PROFESSIONAL DEVELOPMENT	\$0	\$40	\$5,000	\$4,000	
01116-52410	PROFESSIONAL DUES AND MEMBERSH	\$85	\$335	\$500	\$500	
01116-52420	ORGANIZATIONAL DUES AND MEMBER	\$0	\$170	\$0	\$0	
01116-52440	PROFESSIONAL SUBSCRIPTION	\$33	\$0	\$0	\$0	
01116-52710	CREDIT CARD FEES	\$2,886	\$1,374	\$3,000	\$0	
01116-52750	TREASURER'S FEES	\$43,730	\$44,229	\$45,000	\$45,000	
01116-52810	OTHER OPERATING EXPENSE	\$14,283	\$1,632	\$1,000	\$0	
01116-53910	PRINCIPAL - BONDS	\$250,000	\$0	\$0	\$0	
01116-53930	INTEREST - BONDS	\$5,475	\$0	\$0	\$0	
01116-59520	CAPITAL OUTLAY	\$0	\$0	\$15,000	\$0	
TOTAL 116 - FINANCE		\$1,225,880	\$979,609	\$1,070,525	\$1,163,917	

01 GENERAL FUND - 117 INFORMATION TECHNOLOGY

01117-51110	REGULAR EMPLOYEES	\$374,786	\$398,252	\$444,822	\$500,335	IT Director Asst IT Director Network/systems Administrator 1 GIS Administrator (50%) Asset Mgmt/GIS Support Specialist (57%) System Administrator
01117-51140	OVERTIME	\$207	\$0	\$0	\$0	
01117-51150	STANDBY AND CALLBACK PAY	\$0	\$5,601	\$0	\$0	
01117-51210	HEALTH INSURANCE PREMIUMS	\$74,294	\$79,079	\$117,816	\$110,040	
01117-51220	LONG TERM DISABILITY	\$1,202	\$1,123	\$1,437	\$741	
01117-51230	BASIC LIFE INSURANCE	\$999	\$943	\$1,290	\$1,243	
01117-51250	FICA CONTRIBUTIONS	\$27,291	\$29,881	\$41,574	\$34,717	
01117-51260	RETIREMENT CONTRIBUTIONS	\$18,064	\$34,588	\$36,145	\$31,767	
01117-51270	UNEMPLOYMENT COMPENSATION	\$1,070	\$1,133	\$1,253	\$1,253	
01117-51280	WORKERS' COMPENSATION	\$570	\$502	\$462	\$500	
01117-51410	UTILITIES	\$114,220	\$114,566	\$146,000	\$140,000	Includes Communications: Microsoft, Teams, email and related licensing
					\$6,000	Electronic recycling
	TOTAL UTILITIES	\$114,220	\$114,566	\$146,000	\$146,000	
01117-51610	SUPPLIES	\$19,148	\$11,042	\$21,000	\$21,000	
01117-51710	PROFESSIONAL SERVICES	\$10,500	\$12,420	\$0	\$0	
01117-52120	EMPLOYMENT POSTING	\$0	\$0	\$500	\$1,000	
01117-52140	PROCUREMENT ADVERTISING	\$0	\$35	\$0	\$0	

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
01117-52210	PROFESSIONAL DEVELOPMENT	\$702	\$1,509	\$28,000	\$28,000	
01117-52410	PROFESSIONAL DUES AND MEMBERSH	\$0	\$0	\$330	\$330	
01117-52420	ORGANIZATIONAL DUES AND MEMBER	\$330	\$0	\$0	\$0	
01117-52610	TECHNOLOGY	\$159,603	\$189,725	\$207,500	\$157,000	Annual recurring fees
					\$40,500	GIS software, ArcGIS user licenses
					\$17,000	Aerial photography
	TOTAL TECHNOLOGY	\$159,603	\$189,725	\$207,500	\$214,500	
01117-52810	OTHER OPERATING EXPENSE	\$1,129	\$1,903	\$0	\$1,000	
TOTAL 117 - INFORMATION TECHNOLOGY		\$804,115	\$882,303	\$1,048,129	\$1,092,426	

01 GENERAL FUND - 118 MUNICIPAL COURT

01118-51110	REGULAR EMPLOYEES	\$61,070	\$85,446	\$76,133	\$100,940	Court Administrator Assistant To City Clerk/Muni Court (50%)
01118-51120	PART-TIME EMPLOYEES	\$0	\$0	\$10,000	\$10,000	Assistant Clerk covering during vacations and peak dockets.
01118-51140	OVERTIME	\$0	\$30	\$0	\$0	
01118-51210	HEALTH INSURANCE PREMIUMS	\$11,270	\$15,161	\$10,856	\$22,884	
01118-51220	LONG TERM DISABILITY	\$197	\$261	\$326	\$293	
01118-51230	BASIC LIFE INSURANCE	\$167	\$221	\$258	\$269	
01118-51250	FICA CONTRIBUTIONS	\$4,397	\$6,548	\$7,354	\$7,004	
01118-51260	RETIREMENT CONTRIBUTIONS	\$2,218	\$3,336	\$6,729	\$6,409	
01118-51270	UNEMPLOYMENT COMPENSATION	\$172	\$251	\$275	\$275	
01118-51280	WORKERS' COMPENSATION	\$105	\$93	\$73	\$100	
01118-51360	EMPLOYEE ONBOARDING	\$10	\$10	\$0	\$0	
01118-51610	SUPPLIES	\$1,032	\$1,745	\$1,000	\$10,000	
01118-51710	PROFESSIONAL SERVICES	\$129,339	\$125,302	\$145,000	\$140,000	Judge, Prosecutor, Interpreter, Security
01118-51920	RENT/LEASE - EQUIPMENT	\$603	\$580	\$650	\$1,000	
01118-52410	PROFESSIONAL DUES AND MEMBERSH	\$87	\$22	\$0	\$0	
01118-52810	OTHER OPERATING EXPENSE	\$6,470	\$13	\$8,650	\$8,650	Fees for escorting, covering and delivering county defendants. Supplies and staff training.
01118-52840	COURT SERVICES (YOUTH)	\$0	\$0	(\$85,000)	\$10,000	Requirements to fund youth services, courtroom advocates, ongoing obligations.
TOTAL 118 - MUNICIPAL COURT		\$217,138	\$239,017	\$182,304	\$317,824	

01 GENERAL FUND - 119 LEGAL

01119-51710	PROFESSIONAL SERVICES	\$382,220	\$348,615	\$400,000	\$400,000	
TOTAL 119 - LEGAL		\$382,220	\$348,615	\$400,000	\$400,000	

01 GENERAL FUND - 120 NON-DEPARTMENTAL

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
01120-51275	EMPLOYEE HOUSING GRANT	\$0	\$120,000	\$120,000	\$120,000	
01120-51410	UTILITIES	\$99,310	\$108,586	\$109,000	\$115,000	
01120-51710	PROFESSIONAL SERVICES				\$18,000	Graphic design and video production
					\$56,000	Spanish and other language access including written translation, interpretation, meeting facilitation, video captions
		\$17,507	\$75,528	\$39,000	\$1,300	Misc. website hosting and text message allocation for website
	TOTAL PROFESSIONAL SERVICES	\$17,507	\$75,528	\$39,000	\$75,300	
01120-51810	MAINTENANCE & REPAIR	\$1,445	\$1,549	\$3,000	\$12,500	Fleet
01120-52510	GRANTS	\$100,000	\$177,006	\$370,000	\$0	Miscellaneous grants, contributions.
01120-52810	OTHER OPERATING EXPENSE	\$11,981	\$2,709	\$1,000	\$1,000	Equipment for public information officer
					\$20,000	Placeholder for implementation of bonuses paid to employees that speak spanish.
	TOTAL OTHER OPERATING EXPENSE	\$11,981	\$2,709	\$1,000	\$21,000	
01120-52815	SALES TAX REFUNDS	\$0	\$301	\$5,000	\$3,000	
01120-52820	TIF TO DDA	\$332,781	\$126,779	\$419,443	\$486,486	\$1,200,000 total receipts
01120-52825	ECONOMIC INCENTIVE REBATE	\$109,439	\$89,902	\$81,081	\$81,081	
01120-52845	MINE OPPOSITION	\$309,517	\$50,835	\$50,000	\$50,000	
01120-52885	CITY MGR DISCRETIONARY	\$0	\$59,961	\$210,000	\$200,000	
01120-53720	YOUTH EDUCATIONAL PROGRAMMING	\$75,000	\$43,750	\$100,000	\$25,000	Valley Marijuana Council recommended these funds be "used for education, prevention, and/or treatment of substance abuse and related mental health needs in the community, with a strong tendency toward youth."
01120-54110	BAD DEBTS	\$2,506	\$0	\$0	\$0	
01120-59998	BIW PERSONNEL	\$0	\$0	\$20,000	\$0	
TOTAL 120 - NON-DEPARTMENTAL		\$1,059,487	\$856,907	\$1,527,524	\$1,189,367	

01 GENERAL FUND - 121 FACILITIES

01121-51110	REGULAR EMPLOYEES	\$81,499	\$292,579	\$354,720	\$372,457	Facilities Superintendent Custodial Supervisor Custodian I Custodian II Maintenance Tech (2)
01121-51120	PART-TIME EMPLOYEES	\$0	\$0	\$0	\$70,000	
01121-51150	STANDBY AND CALLBACK PAY	\$0	\$227	\$0	\$0	
01121-51210	HEALTH INSURANCE PREMIUMS	\$40,922	\$113,807	\$119,911	\$126,840	
01121-51220	LONG TERM DISABILITY	\$268	\$852	\$1,202	\$1,081	
01121-51230	BASIC LIFE INSURANCE	\$236	\$720	\$970	\$941	
01121-51250	FICA CONTRIBUTIONS	\$5,720	\$21,472	\$27,136	\$25,844	
01121-51260	RETIREMENT CONTRIBUTIONS	\$4,293	\$17,428	\$24,829	\$23,648	
01121-51270	UNEMPLOYMENT COMPENSATION	\$224	\$815	\$1,014	\$1,050	
01121-51280	WORKERS' COMPENSATION	\$3,810	\$3,355	\$3,052	\$3,400	

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
01121-51360	EMPLOYEE ONBOARDING	\$21	\$20	\$0	\$0	
01121-51410	UTILITIES	\$0	\$0	\$2,200	\$2,200	
01121-51610	SUPPLIES	\$7,424	\$12,067	\$17,000	\$21,250	Janitorial City Hall and Downtown, uniforms, PPE, ice melt
01121-51710	PROFESSIONAL SERVICES	\$0	\$0	\$0	\$15,000	Contract Services for Assistance with Ice Rink and Art Center
01121-51810	MAINTENANCE & REPAIR				\$77,400	Elevators, City Hall, Parking Garage, Equipment, Vehicles
		\$50,697	\$79,473	\$67,700	\$0	
	TOTAL MAINTENANCE & REPAIR	\$50,697	\$79,473	\$67,700	\$77,400	
01121-52120	EMPLOYMENT POSTING	\$0	\$294	\$0	\$0	
01121-52210	PROFESSIONAL DEVELOPMENT	\$0	\$39	\$7,000	\$1,500	Training and travel
01121-52410	PROFESSIONAL DUES AND MEMBERSH	\$0	\$0	\$500	\$500	
01121-52610	TECHNOLOGY	\$0	\$0	\$0	\$540	When I Work
01121-52810	OTHER OPERATING EXPENSE	\$456	\$0	\$0	\$0	
TOTAL 121 - FACILITIES		\$195,570	\$543,146	\$627,234	\$743,651	

01 GENERAL FUND - 122 RECREATION

01122-51110	REGULAR EMPLOYEES	\$110,364	\$160,815	\$187,585	\$272,702	Recreation Manager Athletics Supervisor Community and Therapeutic Recreation Supervisor Arts Supervisor
01122-51120	PART-TIME EMPLOYEES	\$10,364	\$62,053	\$77,500	\$70,000	
01122-51140	OVERTIME	\$45	\$0	\$0	\$0	
01122-51210	HEALTH INSURANCE PREMIUMS	\$38,647	\$43,892	\$51,948	\$53,004	
01122-51220	LONG TERM DISABILITY	\$362	\$484	\$637	\$376	
01122-51230	BASIC LIFE INSURANCE	\$292	\$404	\$486	\$302	
01122-51250	FICA CONTRIBUTIONS	\$8,559	\$17,072	\$14,350	\$8,985	
01122-51260	RETIREMENT CONTRIBUTIONS	\$3,307	\$10,947	\$13,131	\$8,220	
01122-51270	UNEMPLOYMENT COMPENSATION	\$336	\$663	\$545	\$545	
01122-51280	WORKERS' COMPENSATION	\$4,998	\$3,603	\$4,099	\$4,100	
01122-51360	EMPLOYEE ONBOARDING	\$0	\$1,801	\$0	\$1,000	
01122-51410	UTILITIES	\$7,594	\$7,809	\$11,600	\$15,050	Gas, water/wastewater, electric, trash, communications
01122-51610	SUPPLIES	\$1,262	\$1,544	\$6,800	\$32,250	Janitorial, office, uniforms, marketing
01122-51710	PROFESSIONAL SERVICES	\$11,115	\$100,166	\$78,700	\$93,700	Art and Tennis Program Instructors
01122-51810	MAINTENANCE & REPAIR	\$329	\$6,619	\$5,000	\$0	
01122-51920	RENT/LEASE - EQUIPMENT	\$0	\$18	\$0	\$0	
01122-52120	EMPLOYMENT POSTING	\$0	\$129	\$0	\$500	
01122-52130	SPECIAL EVENT POSTING	\$105	\$0	\$0	\$0	
01122-52210	PROFESSIONAL DEVELOPMENT	\$141	\$563	\$3,000	\$6,000	Training, certifications, conferences

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
01122-52410	PROFESSIONAL DUES AND MEMBERSH	\$88	\$113	\$400	\$800	CPRA & NRPA
01122-52610	TECHNOLOGY	\$0	\$5,599	\$8,500	\$13,500	RecTrac, Website, When I Work, Music Licensing
01122-52710	CREDIT CARD FEES	\$0	\$0	\$0	\$500	
01122-52810	OTHER OPERATING EXPENSE	\$19	\$934	\$0	\$0	
01122-52860	SPECIAL EVENTS	\$34,225	\$58,663	\$150,000	\$150,000	Special Events marketing, rentals, services, supplies
01122-53310	RECREATION PROGRAMMING	\$0	\$24,337	\$34,425	\$125,634	Athletics, Community Programming, KidKamp, Gear Library
01122-53360	ART CENTER PROGRAMS	\$532	(\$7)	\$8,800	\$23,600	Art programming, supplies, maintenance, pro shops, exhibits
01122-59520	CAPITAL OUTLAY	\$1,260	\$0	\$0	\$0	
TOTAL 122 - RECREATION		\$233,945	\$508,219	\$657,506	\$880,768	

01 GENERAL FUND - 131 POLICE

01131-51110	REGULAR EMPLOYEES	\$2,022,853	\$2,218,971	\$2,834,944	\$2,973,750	Chief Of Police Police Lieutenant (2) Patrol Sergeant (4) Police Sergeant Code Enforcement Officer (2) Police Officer I (10) Police Officer II (4) Police Corporal (4) Crime Analyst/Records Supervisor Police Admin Assistant II Sr Police Records Technician Police Records Clerk (2) Parking Enforcement
01131-51140	OVERTIME	\$33,511	\$42,005	\$120,000	\$50,000	
01131-51150	STANDBY AND CALLBACK PAY	\$28,068	\$30,576	\$25,000	\$30,000	
01131-51210	HEALTH INSURANCE PREMIUMS	\$527,541	\$520,861	\$692,567	\$665,460	
01131-51220	LONG TERM DISABILITY	\$6,205	\$5,780	\$9,186	\$5,134	
01131-51230	BASIC LIFE INSURANCE	\$5,187	\$4,692	\$7,392	\$7,392	
01131-51240	FPPA DEATH AND DISABILITY INS	\$37,051	\$40,851	\$61,679	\$57,556	
01131-51250	FICA CONTRIBUTIONS	\$28,566	\$31,601	\$41,107	\$40,631	
01131-51260	RETIREMENT CONTRIBUTIONS	\$95,301	\$164,992	\$198,447	\$196,147	
01131-51265	POLICE/FIRE RETIREMENT CONTRIB	\$156,537	\$174,043	\$212,621	\$210,158	
01131-51270	UNEMPLOYMENT COMPENSATION	\$6,025	\$6,383	\$8,085	\$8,050	
01131-51280	WORKERS' COMPENSATION	\$94,315	\$79,485	\$55,178	\$80,000	
01131-51310	TUTION REIMBURSEMENTS	\$0	\$1,194	\$0	\$0	
01131-51360	EMPLOYEE ONBOARDING	\$8,806	\$2,288	\$0	\$5,000	
01131-51410	UTILITIES	\$28,439	\$27,045	\$30,000	\$35,000	
01131-51610	SUPPLIES	\$72,723	\$85,569	\$48,000	\$50,000	

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
01131-51710	PROFESSIONAL SERVICES	\$19,932	\$158,625	\$145,000	\$0	
					\$33,000	Victims Rights Advocate (VRA) - Previously a County expense - paid to GarCo
					\$10,000	Speak Write - Officer dictation service
					\$5,000	Language Line Svc
					\$5,000	Towing services
	TOTAL PROFESSIONAL SERVICES	\$19,932	\$158,625	\$145,000	\$53,000	
01131-51810	MAINTENANCE & REPAIR	\$78,789	\$114,064	\$100,000	\$94,000	Fleet
01131-51920	RENT/LEASE - EQUIPMENT	\$5,229	\$3,872	\$0	\$6,300	
01131-51940	RENT/LEASE - VEHICLES	\$0	\$5,666	\$0	\$0	
01131-52120	EMPLOYMENT POSTING	\$1,543	\$5,400	\$1,500	\$5,000	
01131-52210	PROFESSIONAL DEVELOPMENT	\$28,787	\$61,991	\$116,000	\$45,000	SWAT, Firearms, Use of Force, POST mandated training, travel to get there.
01131-52410	PROFESSIONAL DUES AND MEMBERSH	\$1,942	\$2,024	\$2,000	\$2,500	
01131-52420	ORGANIZATIONAL DUES AND MEMBER	\$2,918	\$2,574	\$1,000	\$2,500	
01131-52440	PROFESSIONAL SUBSCRIPTION	\$3,526	\$262	\$1,500	\$0	
01131-52510	GRANTS	\$70,437	\$66,509	\$170,506	\$80,000	
01131-52610	TECHNOLOGY	\$16,920	\$29,586	\$163,000	\$33,000	Garfield County Emergency Dispatch
					\$32,000	Body and Car Cameras - Software, storage and technology
						May offset with grants by \$14k from Federal Funds
	TOTAL TECHNOLOGY	\$16,920	\$29,586	\$163,000	\$65,000	
01131-52810	OTHER OPERATING EXPENSE	\$36,049	\$41,990	\$17,000	\$15,000	
01131-52835	COMMUNITY OUTREACH	\$743	\$3,239	\$5,000	\$3,000	
01131-53240	LABORATORY	\$0	\$110	\$5,500	\$500	
01131-53830	INVESTIGATIONS	\$3,178	\$5,602	\$4,000	\$6,000	
01131-53840	ANIMAL CONTROL	\$11,560	\$13,167	\$16,000	\$15,000	
01131-53860	FIREARMS	\$16,226	\$44,329	\$28,000	\$25,000	
	TOTAL 131 - POLICE	\$3,448,907	\$3,995,344	\$5,120,212	\$4,832,078	

01 GENERAL FUND - 141 COMMUNITY DEVELOPMENT

01141-51110	REGULAR EMPLOYEES	\$350,434	\$463,258	\$461,539	\$541,794	Assistant City Manager/CD Director (25%) Eco/Cd Assistant Director Long Range Senior Planner Econ Development Specialist Building Permit Technician (50%) Planner II Sr. Planner Neighborhood Services Specialist
01141-51120	PART-TIME EMPLOYEES	\$3,355	\$0	\$0	\$0	
01141-51140	OVERTIME	\$50	\$3	\$0	\$0	
01141-51210	HEALTH INSURANCE PREMIUMS	\$77,023	\$85,729	\$98,448	\$106,644	

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
01141-51220	LONG TERM DISABILITY	\$1,128	\$1,164	\$1,564	\$1,384	
01141-51230	BASIC LIFE INSURANCE	\$923	\$988	\$1,200	\$1,210	
01141-51250	FICA CONTRIBUTIONS	\$25,632	\$34,420	\$35,309	\$33,075	
01141-51260	RETIREMENT CONTRIBUTIONS	\$15,713	\$34,604	\$32,307	\$30,265	
01141-51270	UNEMPLOYMENT COMPENSATION	\$1,005	\$1,329	\$1,320	\$1,320	
01141-51280	WORKERS' COMPENSATION	\$574	\$490	\$856	\$900	
01141-51360	EMPLOYEE ONBOARDING	\$63	\$60	\$0	\$0	
01141-51410	UTILITIES	\$0	\$680	\$1,200	\$1,200	
01141-51610	SUPPLIES	\$9,000	\$2,826	\$10,000	\$10,000	
01141-51710	PROFESSIONAL SERVICES	\$31,364	\$132,023	\$381,785	\$75,000	Climate Action Plan
					\$50,000	Economic development implementation
					\$20,000	Misc. professional services including graphic design, surveying, contract code administrative support
	TOTAL PROFESSIONAL SERVICES	\$31,364	\$132,023	\$381,785	\$145,000	
01141-51920	RENT/LEASE - EQUIPMENT	\$48	\$2,775	\$3,000	\$3,000	
01141-52110	PUBLIC NOTICES	\$1,848	\$1,099	\$2,000	\$2,500	
01141-52120	EMPLOYMENT POSTING	\$0	\$1,472	\$1,000	\$2,000	
01141-52130	SPECIAL EVENT POSTING	\$0	\$690	\$0	\$0	
01141-52210	PROFESSIONAL DEVELOPMENT	\$2,801	\$2,123	\$12,500	\$12,500	
01141-52410	PROFESSIONAL DUES AND MEMBERSH	\$968	\$2,408	\$2,500	\$2,000	
01141-52420	ORGANIZATIONAL DUES AND MEMBER	\$0	\$490	\$0	\$0	
01141-52510	GRANTS	\$2,542	\$40,000	\$78,000	\$78,000	USDA revolving loan fund
01141-52810	OTHER OPERATING EXPENSE	\$2,759	\$3,959	\$27,500	\$20,000	Historic Preservation grant match
					\$7,500	Dinner for P&Z and other public meetings
	TOTAL OTHER OPERATING EXPENSE	\$2,759	\$3,959	\$27,500	\$27,500	
01141-52855	AFFORDABLE HOUSING	\$0	\$0	\$50,000	\$50,000	
01141-59998	BIW PERSONNEL	\$0	\$0	\$70,000	\$0	
TOTAL 141 - COMMUNITY DEVELOPMENT		\$527,230	\$812,589	\$1,272,028	\$1,050,292	

01 GENERAL FUND - 144 ENGINEERING & ADMINISTRATION

01144-51110	REGULAR EMPLOYEES	\$385,418	\$402,568	\$456,976	\$529,681	City Engineer Assistant City Engineer (2) Transit Planning And Development Lead Construction Inspector Executive Assistant (50%)
01144-51210	HEALTH INSURANCE PREMIUMS	\$84,346	\$75,983	\$86,203	\$99,852	
01144-51220	LONG TERM DISABILITY	\$1,202	\$1,141	\$1,564	\$542	
01144-51230	BASIC LIFE INSURANCE	\$1,006	\$985	\$1,158	\$1,075	
01144-51250	FICA CONTRIBUTIONS	\$27,731	\$29,367	\$42,194	\$30,045	

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
01144-51260	RETIREMENT CONTRIBUTIONS	\$14,214	\$26,238	\$38,088	\$27,821	
01144-51270	UNEMPLOYMENT COMPENSATION	\$1,082	\$1,130	\$1,280	\$1,280	
01144-51280	WORKERS' COMPENSATION	\$1,620	\$1,407	\$852	\$1,500	
01144-51360	EMPLOYEE ONBOARDING	\$2,373	\$0	\$2,000	\$0	
01144-51410	UTILITIES	\$3,292	\$2,955	\$4,200	\$4,200	
01144-51610	SUPPLIES	\$2,527	\$4,307	\$12,000	\$5,000	
01144-51710	PROFESSIONAL SERVICES				\$120,000	Safe Roads for All Planning Study -\$120,000 total project with grants - this is the City's contribution. RFTA may split. Total project \$600,000 we match 20%
		\$8,263	\$42,552	\$265,637	\$50,000	Mitchell Creek Flood Study
	TOTAL PROFESSIONAL SERVICES	\$8,263	\$42,552	\$265,637	\$170,000	
01144-51920	RENT/LEASE - EQUIPMENT	\$48	\$2,775	\$500	\$0	
01144-52110	PUBLIC NOTICES	\$35	\$90	\$0	\$100	
01144-52120	EMPLOYMENT POSTING	\$0	\$0	\$200	\$200	
01144-52210	PROFESSIONAL DEVELOPMENT	\$286	\$4,094	\$6,000	\$6,000	
01144-52410	PROFESSIONAL DUES AND MEMBERSH	\$120	\$68	\$500	\$300	
01144-52440	PROFESSIONAL SUBSCRIPTION	\$0	\$2,956	\$0	\$0	
01144-52810	OTHER OPERATING EXPENSE	\$2,350	\$574	\$2,500	\$0	
	TOTAL 144 - ENGINEERING & ADMINISTRATION	\$535,910	\$599,189	\$921,852	\$877,596	
01 GENERAL FUND - 145 BUILDING INSPECTION						
01145-51110	REGULAR EMPLOYEES	\$180,199	\$192,784	\$207,985	\$246,353	Building Official Building Inspector II Building Permit Technician (50%)
01145-51140	OVERTIME	\$312	\$175	\$500	\$0	
01145-51210	HEALTH INSURANCE PREMIUMS	\$49,049	\$48,047	\$50,877	\$63,804	
01145-51220	LONG TERM DISABILITY	\$580	\$542	\$684	\$310	
01145-51230	BASIC LIFE INSURANCE	\$485	\$433	\$551	\$538	
01145-51250	FICA CONTRIBUTIONS	\$12,886	\$14,140	\$15,911	\$15,153	
01145-51260	RETIREMENT CONTRIBUTIONS	\$7,014	\$12,510	\$14,558	\$13,866	
01145-51270	UNEMPLOYMENT COMPENSATION	\$505	\$536	\$594	\$594	
01145-51280	WORKERS' COMPENSATION	\$2,057	\$1,959	\$3,231	\$3,200	
01145-51410	UTILITIES	\$599	\$513	\$600	\$600	
01145-51610	SUPPLIES	\$349	\$3,050	\$5,000	\$2,000	
01145-51710	PROFESSIONAL SERVICES	\$83	\$0	\$25,000	\$20,000	
01145-51810	MAINTENANCE & REPAIR	\$2,275	\$866	\$2,500	\$5,500	
01145-52120	EMPLOYMENT POSTING	\$0	\$596	\$500	\$500	
01145-52210	PROFESSIONAL DEVELOPMENT	\$1,017	\$361	\$3,000	\$3,000	

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
01145-52410	PROFESSIONAL DUES AND MEMBERSH	\$503	\$326	\$1,000	\$1,000	
01145-52420	ORGANIZATIONAL DUES AND MEMBER	\$0	\$145	\$0	\$0	
01145-52810	OTHER OPERATING EXPENSE	\$11	\$2,160	\$2,000	\$2,000	
TOTAL 145 - BUILDING INSPECTION		\$257,925	\$279,144	\$334,491	\$378,418	
01 GENERAL FUND - 153 STREETS & ALLEYS						
01153-51110	REGULAR EMPLOYEES	\$403,503	\$500,636	\$561,793	\$597,122	Streets Superintendent Assistant Street Superintendent Street Crew Leader Sign Shop Technician II Street Maintenance Operator II (3) Street Operator III (2)
01153-51140	OVERTIME	\$4,021	\$2,778	\$2,000	\$7,000	
01153-51150	STANDBY AND CALLBACK PAY	\$14,368	\$17,949	\$20,000	\$20,000	
01153-51210	HEALTH INSURANCE PREMIUMS	\$135,483	\$142,215	\$141,667	\$155,880	
01153-51220	LONG TERM DISABILITY	\$1,300	\$1,345	\$1,909	\$1,410	
01153-51230	BASIC LIFE INSURANCE	\$1,103	\$1,118	\$1,485	\$1,178	
01153-51250	FICA CONTRIBUTIONS	\$30,918	\$39,312	\$42,977	\$37,986	
01153-51260	RETIREMENT CONTRIBUTIONS	\$20,811	\$36,625	\$39,325	\$36,422	
01153-51270	UNEMPLOYMENT COMPENSATION	\$1,187	\$1,481	\$1,686	\$1,866	
01153-51280	WORKERS' COMPENSATION	\$25,500	\$23,455	\$17,938	\$25,000	
01153-51360	EMPLOYEE ONBOARDING	\$0	\$66	\$0	\$0	
01153-51380	UNIFORM ALLOWANCE	\$2,800	\$3,106	\$7,400	\$5,500	
01153-51410	UTILITIES	\$154,340	\$145,584	\$205,136	\$237,000	Includes street lights
01153-51610	SUPPLIES	\$25,386	\$26,921	\$21,800	\$20,320	
01153-51710	PROFESSIONAL SERVICES	\$4,886	\$22,687	\$5,000	\$6,350	
01153-51810	MAINTENANCE & REPAIR	\$151,010	\$149,334	\$230,000	\$250,000	Fleet
01153-51920	RENT/LEASE - EQUIPMENT	\$541	\$2,550	\$3,000	\$10,000	
01153-51930	RENT/LEASE - BUILDING	\$0	\$26,258	\$31,510	\$31,510	
01153-52110	PUBLIC NOTICES	\$0	\$0	\$350	\$0	
01153-52120	EMPLOYMENT POSTING	\$0	\$0	\$1,000	\$0	
01153-52210	PROFESSIONAL DEVELOPMENT	\$412	\$2,849	\$7,000	\$17,800	
01153-52410	PROFESSIONAL DUES AND MEMBERSH	\$392	\$360	\$500	\$0	
01153-52610	TECHNOLOGY	\$625	\$6,980	\$8,500	\$2,500	
01153-52810	OTHER OPERATING EXPENSE	\$15,426	\$15,589	\$25,000	\$20,000	
01153-52870	FLOOD CONTROL/HAZARDOUS WASTE	\$1,445	\$0	\$1,500	\$4,000	
01153-55110	SAFETY PROGRAMS	\$2,586	\$294	\$0	\$0	
TOTAL 153 - STREETS & ALLEYS		\$998,044	\$1,169,493	\$1,378,476	\$1,488,844	

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
01 GENERAL FUND - 154 PARKS & CEMETERY						
01154-51110	REGULAR EMPLOYEES	\$532,507	\$554,968	\$707,055	\$730,820	Parks Superintendent Trails & Open Space Supervisor Downtown Parks and Public Spaces Supervisor Parks Supervisor Maintenance Worker I - Parks (3) Maintenance Worker II - Parks (5) Maintenance Worker III - Parks
01154-51120	PART-TIME EMPLOYEES	\$28,809	\$60,651	\$100,738	\$100,000	
01154-51130	SEASONAL EMPLOYEES	\$0	\$43,507	\$0	\$0	
01154-51140	OVERTIME	\$537	\$181	\$691	\$1,000	
01154-51150	STANDBY AND CALLBACK PAY	\$1,458	\$157	\$3,100	\$1,000	
01154-51210	HEALTH INSURANCE PREMIUMS	\$165,985	\$195,830	\$300,264	\$206,040	
01154-51220	LONG TERM DISABILITY	\$1,574	\$1,484	\$2,396	\$2,121	
01154-51230	BASIC LIFE INSURANCE	\$1,327	\$1,223	\$1,867	\$1,915	
01154-51250	FICA CONTRIBUTIONS	\$41,063	\$49,715	\$54,090	\$50,710	
01154-51260	RETIREMENT CONTRIBUTIONS	\$21,685	\$31,301	\$49,495	\$46,401	
01154-51270	UNEMPLOYMENT COMPENSATION	\$1,610	\$1,891	\$2,021	\$2,021	
01154-51280	WORKERS' COMPENSATION	\$26,866	\$20,697	\$23,439	\$24,000	
01154-51310	TUTORIAL REIMBURSEMENTS	\$0	\$0	\$0	\$1,500	
01154-51360	EMPLOYEE ONBOARDING	\$780	\$3,868	\$700	\$500	
01154-51380	UNIFORM ALLOWANCE	\$3,908	\$4,302	\$0	\$1,950	
01154-51410	UTILITIES	\$222,983	\$301,725	\$228,775	\$235,700	Gas, water/wastewater, electric, trash, landfill, communications, compactor
01154-51610	SUPPLIES	\$26,240	\$33,142	\$33,990	\$38,490	Janitorial, uniforms, PPE, ice melt, small tools
01154-51710	PROFESSIONAL SERVICES	\$21,923	\$11,484	\$54,650	\$54,650	Mosquito abatement, tree lighting, random drug testing, trail assistance
01154-51810	MAINTENANCE & REPAIR				\$274,340	Building, landscaping, irrigation, vehicle, equipment, encampment clean-up
		\$147,176	\$218,762	\$263,340	\$180,000	Fleet
	TOTAL MAINTENANCE & REPAIR	\$147,176	\$218,762	\$263,340	\$454,340	
01154-51910	RENT/LEASE - LAND	\$680	\$0	\$860	\$0	
01154-51920	RENT/LEASE - EQUIPMENT	\$41,417	\$21,040	\$28,860	\$30,850	Equipment, portalets, copier
01154-52120	EMPLOYMENT POSTING	\$258	\$1,303	\$600	\$500	
01154-52140	PROCUREMENT ADVERTISING	\$91	\$35	\$0	\$0	
01154-52210	PROFESSIONAL DEVELOPMENT	\$1,754	\$3,407	\$7,500	\$12,500	Training, certifications, conferences
01154-52410	PROFESSIONAL DUES AND MEMBERSH	\$290	\$352	\$500	\$500	
01154-52420	ORGANIZATIONAL DUES AND MEMBER	\$0	\$187	\$0	\$0	
01154-52610	TECHNOLOGY	\$512	\$5,392	\$6,100	\$9,500	Website, When I Work, Irrigation System, Autocad
01154-52810	OTHER OPERATING EXPENSE	\$19,885	\$1,114	\$0	\$0	
01154-52875	AGRICULTURAL/HORTICULTURAL	\$11,342	\$0	\$0	\$0	

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
01154-56210	REPURCHASE OF CEMETERY PLOTS	\$850	\$396	\$5,000	\$5,000	
TOTAL 154 - PARKS & CEMETERY		\$1,323,510	\$1,568,116	\$1,876,031	\$2,012,008	
01 GENERAL FUND - 999 INTERFUND TRANSFERS						
01999-55920	TRANSFER TO A&I	\$100,000	\$100,000	\$0	\$0	
01999-55930	TRANSFER TO CAPITAL PROJECTS	\$0	\$1,377,040	\$0	\$0	
01999-55960	TRANSFER TO FIRE & EMS	\$2,485,460	\$2,932,639	\$3,064,909	\$3,349,773	This amount is transferred to Fire EMS to offset any spending in that fund in excess of revenues received.
01999-55970	TRANSFER TO EMERG SVCS	\$370,635	\$623,795	\$659,577	\$915,090	
TOTAL 999 - INTERFUND TRANSFERS		\$2,956,095	\$5,033,474	\$3,724,486	\$4,264,863	
		\$17,371,597	\$21,005,483	\$24,044,583	\$25,032,485	

TOURISM FUND

	2020 Actual	2021 Actual	2022 Revised Budget	2022 Actual (Est.)	2023 Budget
Revenue	\$846,596	\$1,464,954	\$1,455,337	\$1,550,000	\$1,589,851
Expenditures	<u>(\$1,127,323)</u>	<u>(\$1,011,745)</u>	<u>(\$1,366,112)</u>	<u>(\$1,309,250)</u>	<u>(\$1,589,584)</u>
Change in Fund Balance	<u>(\$280,727)</u>	\$453,209	\$89,225	\$240,750	\$267
Beginning Fund Balance	\$495,905	\$215,178	\$668,387	\$668,387	\$909,137
Ending Fund Balance	\$215,178	\$668,387	\$757,612	\$909,137	\$909,404
Reserves:					
*15% of Revenue; Council imposed	<u>(\$126,989)</u>	<u>(\$192,040)</u>	<u>(\$218,301)</u>	<u>(\$232,500)</u>	<u>(\$238,478)</u>
Available Fund Balance	\$88,189	\$476,347	\$539,311	\$676,637	\$670,926

Cash as of 9/30/2022 \$197,982

*Reserves as a % of revenue are calculated from cash receipts from 9/1/2021 through 8/31/2022

7.5% of Budget Revenue goes to grants recommended to Council by the Financial Advisory Board

7.5% of Budget Revenue is transferred to a General Fund reserve to offset impact of tourism

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
05 TOURISM PROMOTION - 00						
0500020-41410	ACCOMODATIONS TAX	\$846,111	\$1,464,683	\$1,454,337	\$1,589,351	Receipts from 9/1/2021 through 8/30/2022
		\$846,111	\$1,464,683	\$1,454,337	\$1,589,351	
05 TOURISM PROMOTION - 00						
0500060-43510	INTEREST	\$485	\$271	\$1,000	\$500	
		\$485	\$271	\$1,000	\$500	
		\$846,596	\$1,464,954	\$1,455,337	\$1,589,851	

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
05 TOURISM PROMOTION - 111 TOURISM PROMOTION FUND						
05111-56410	MKTG DIRECTOR SALARY	\$87,780	\$87,780	\$93,000	\$98,580	
05111-56411	MARKETING ASSTISTANT	\$59,850	\$55,000	\$57,200	\$60,632	
05111-56412	PAYROLL TAXES-BENEFITS	\$29,526	\$28,556	\$30,040	\$31,842	
05111-56413	VISITOR SERVICES	\$115,000	\$75,000	\$100,000	\$150,000	This line item increased by a non-recurring \$50,000 contribution to the construction of a welcome center at 802 Grand.
05111-56414	PUBLIC RELATIONS	\$18,611	\$2,999	\$10,500	\$9,500	
05111-56415	BROCHURE PRINTING & DIST	\$36,456	\$0	\$36,400	\$38,400	
05111-56416	PRINT & OTHER ADVERTISING	\$629,758	\$614,442	\$716,088	\$804,845	
05111-56417	HOSTING	\$23,050	\$24,443	\$23,564	\$24,304	
05111-56418	CONNECTIVITY SERVICES LISTINGS	\$20,154	\$23,585	\$20,000	\$30,000	
05111-56419	DIRECT MAIL/FULLFILLMENT	\$6,025	\$6,394	\$9,000	\$7,000	
05111-56420	TRADE SHOWS	\$5,634	\$2,500	\$2,500	\$1,500	
05111-56421	ASSOCIATION MEMBERSHIPS	\$4,240	\$4,060	\$5,300	\$4,905	
05111-56422	MISC. ADS AND PROMO	\$3,535	\$708	\$1,380	\$1,000	
05111-56423	TRAVEL	\$9,065	\$4,748	\$15,490	\$14,140	
05111-56424	SPECIAL EVENTS & MARKETING	\$5,495	\$1,947	\$16,800	\$0	
05111-56425	BOOKKEEPING SERVICES	\$10,400	\$10,400	\$10,500	\$12,300	
05111-56426	TRANSFER TO OTHER FUNDS	\$0	\$0	\$50,000	\$50,000	This \$50,000 is part of the FAB grant funds and is transferred to the General Fund to assist with the costs of major events including the 4th of July and New Year's.
					\$119,201	7.5% of revenues to General Fund to address the impacts of Tourism.
	TOTAL TRANSFER TO OTHER FUNDS	\$0	\$0	\$50,000	\$169,201	
05111-56427	INTERFUND COST OF SERVICE	\$11,199	\$11,423	\$11,651	\$12,234	
05111-56428	OTHER EXPENSE	\$1,544	\$2,438	\$100,000	\$0	
05111-56429	CONSULTANTS	\$0	\$0	\$5,000	\$50,000	Destination Stewardship Strategic Planning and professional Facilitation. May have some grant funding.
05111-56430	COMMUNITY PROMOTION	\$50,000	\$55,323	\$51,699	\$69,201	Tourism Fund revenue is split to allocate 85% of revenue to the Tourism Management Fund. The remaining 15% is split equally between the Financial Advisory Board (FAB) grant process and a reserve in the General Fund to offset the impact of tourism on the City. This line item represents the FAB grant amount (\$119,201) less \$50,000 transferred to the General Fund for events. The 7.5% to offset tourism impact can be found an allocated General Fund Reserve.
TOTAL 111 - TOURISM PROMOTION FUND		\$1,127,323	\$1,011,745	\$1,366,112	\$1,589,584	
		\$1,127,323	\$1,011,745	\$1,366,112	\$1,589,584	

Street Tax Fund

	2020 Actual	2021 Actual	2022 Revised Budget	2022 Actual (Est.)	2023 Budget
Revenue	\$2,785,765	\$3,232,090	\$3,510,577	\$3,230,000	\$3,727,078
Expenditures	<u>(\$3,463,192)</u>	<u>(\$2,816,785)</u>	<u>(\$3,298,784)</u>	<u>(\$2,950,000)</u>	<u>(\$3,380,458)</u>
Change in Fund Balance	<u>(\$677,427)</u>	\$415,305	\$211,793	\$280,000	\$346,620
Beginning Fund Balance	\$2,454,430	\$1,777,003	\$2,192,308	\$2,192,308	\$2,472,308
Ending Fund Balance	\$1,777,003	\$2,192,308	\$2,404,101	\$2,472,308	\$2,818,928
Reserves:					
Developer Contributions	(\$25,000)	(\$25,000)	(\$25,000)	(\$25,000)	(\$25,000)
Springridge Traffic Fees	(\$249,941)	(\$276,839)	\$0	\$0	\$0
Available Fund Balance	\$1,502,062	\$1,890,469	\$2,379,101	\$2,447,308	\$2,793,928
Cash Balance as of 9/30/22	\$1,025,520				

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
---------	---------------------	-------------	-------------	---------------------	--------------	-------------

13 STREET TAX FUND - 00

1300020-41210	GENERAL SALES TAX	\$2,420,711	\$3,045,966	\$3,130,172	\$3,259,186	Budget is flat from the 2022 revised forecast that is 7% over 2021 actuals.
1300020-41310	USE TAX	\$91,018	\$114,267	\$155,405	\$351,351	

\$2,511,729	\$3,160,232	\$3,285,577	\$3,610,537
-------------	-------------	-------------	-------------

13 STREET TAX FUND - 00

1300070-44355	TRANSFER FROM MARIJUANA TAX FU	(\$0)	(\$0)	\$175,000	(\$0)
---------------	--------------------------------	-------	-------	-----------	-------

(\$0)	(\$0)	\$175,000	(\$0)
-------	-------	-----------	-------

13 STREET TAX FUND - 15 PUBLIC TRANSPORTATION

1315060-41220	AUDIT REVENUE	\$31,861	\$38,386	\$25,000	\$40,541
1315060-42310	GRANTS	\$200,000	(\$0)	(\$0)	(\$0)
1315060-42420	CREDIT CARD CONVENIENCE FEES	\$197	\$232	(\$0)	(\$0)
1315060-42930	TRAFFIC IMPACT - SPRINGRIDGE	\$16,218	\$27,308	(\$0)	(\$0)
1315060-43510	INTEREST	\$25,760	\$5,931	\$25,000	\$16,000
1315060-43910	COST REIMBURSEMENTS	(\$0)	(\$0)	(\$0)	\$60,000

Reimbursement for 50% of Centennial Street asphalt and concrete replacement by Iron Mountain Hot Springs.

\$274,036	\$71,857	\$50,000	\$116,541
-----------	----------	----------	-----------

\$2,785,765	\$3,232,089	\$3,510,577	\$3,727,078
-------------	-------------	-------------	-------------

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
---------	---------------------	-------------	-------------	---------------------	--------------	-------------

13 STREET TAX FUND - 000

1330-60000	PROJECT				\$500,000	Red Mountain North
					\$45,000	Devereux Bridge - Pads and Abutment Dig
					\$450,000	Blake Avenue Design - 13th to 27th
					\$100,000	Caesar Court and Oriole Street Repairs
					\$50,000	Riverview Storm Sewer Piping
					\$120,000	Centennial Street Replacement - 50% match recognized as revenue in Cost Reimbursements from Iron Mt Hot Springs
					\$350,000	Street Tax Contribution to Glenwood Meadows Project
		\$2,176,166	\$1,617,147	\$1,708,634	\$35,000	Blake Avenue Asphalt Replacement Walmart to Gate
	TOTAL PROJECT	\$2,176,166	\$1,617,147	\$1,708,634	\$1,650,000	
	TOTAL 000 -	\$2,176,166	\$1,617,147	\$1,708,634	\$1,650,000	

13 STREET TAX FUND - 253 STREET TAX FUND

13253-51610	SUPPLIES	\$80,995	\$63,374	\$89,500	\$8,000	Traffic Control Devices
					\$7,500	Traffic Flagger
					\$55,000	De-icer
					\$15,000	Thermal Plastic
					\$5,000	Misc
	TOTAL SUPPLIES	\$80,995	\$63,374	\$89,500	\$90,500	
13253-51710	PROFESSIONAL SERVICES	\$25,133	\$9,887	\$86,500	\$24,000	Sustainable Strategies
					\$3,500	Geotech testing
					\$95,000	Consultants and Survey
	TOTAL PROFESSIONAL SERVICES	\$25,133	\$9,887	\$86,500	\$122,500	

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
13253-51810	MAINTENANCE & REPAIR	\$155,891	\$394,317	\$615,000	\$75,000	Crack Seal
					\$70,000	Street Striping
					\$22,500	Traffic Signal Maintenance
					\$75,000	Asphalt Program
					\$115,000	Snow Removal
					\$50,000	Traffic Calming
					\$32,000	Sign Replacement Program
					\$30,000	Roadway Mowing Program
					\$15,000	Guardrail Replacement
					\$10,000	Safe Routes to School
					\$20,000	Handicap Ramp Replacements
					\$70,000	Right of Way Street, Sidewalk and curb and gutter concrete Program
					\$35,000	Alleyway Replacement Program
					\$30,000	Fleet
	TOTAL MAINTENANCE & REPAIR	\$155,891	\$394,317	\$615,000	\$649,500	
13253-51920	RENT/LEASE - EQUIPMENT	\$0	\$0	\$0	\$20,000	Various equipment rentals
13253-52510	GRANTS	\$0	\$21,050	\$0	\$0	
13253-52610	TECHNOLOGY	\$0	\$5,000	\$0	\$3,500	Asset Management Software
13253-52710	CREDIT CARD FEES	\$883	\$440	\$0	\$0	
13253-52810	OTHER OPERATING EXPENSE	\$10,826	\$6,219	\$0	\$0	
13253-52820	TIF TO DDA	\$110,926	\$42,259	\$139,812	\$162,162	\$1,200,000 total receipts
13253-52825	ECONOMIC INCENTIVE REBATE	\$34,343	\$29,967	\$27,027	\$27,027	
13253-53910	PRINCIPAL - BONDS	\$275,000	\$280,000	\$255,000	\$275,000	
13253-53930	INTEREST - BONDS	\$46,512	\$40,242	\$64,296	\$47,000	
13253-53950	ISSUANCE COSTS	\$300	\$300	\$300	\$300	
13253-54310	INTERFUND COST OF SERVICE	\$300,573	\$306,584	\$312,715	\$318,969	2% Increase from 2022
13253-59520	CAPITAL OUTLAY	\$0	\$0	\$0	\$14,000	Variable Message Board
	TOTAL 253 - STREET TAX FUND	\$1,041,381	\$1,199,639	\$1,590,150	\$1,730,458	
		\$3,217,548	\$2,816,786	\$3,298,784	\$3,380,458	

MARIJUANA TAX FUND

	2020 Actual	2021 Actual	2022 Revised Budget	2022 Actual (Est.)	2023 Budget
Revenue	\$458,237	\$446,889	\$450,000	\$427,389	\$401,000
Expenditures	<u>(\$326,998)</u>	<u>(\$435,000)</u>	<u>(\$461,000)</u>	<u>(\$461,000)</u>	<u>(\$460,500)</u>
Change in Fund Balance	\$131,239	\$11,889	(\$11,000)	(\$33,611)	(\$59,500)
Beginning Fund Balance	\$177,389	\$308,628	\$320,517	\$320,517	\$286,906
Ending Fund Balance	\$308,628	\$320,517	\$309,517	\$286,906	\$227,406
Reserves:					
Detox Center			(\$50,000)	(\$50,000)	\$0
Available Fund Balance	\$308,628	\$320,517	\$259,517	\$236,906	\$227,406
Cash Balance as of 9/30/22	\$494,000				

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
15 MARIJUANA TAX FUND - 00						
1500020-41510	MARIJUANA SALES TAX	\$390,044	\$382,681	\$375,000	\$350,000	Starting in 2019 this fund has generated revenues of \$325k, \$450k, \$383k and is forecasted at \$350,000 in 2022.
1500020-41520	MARIJUANA EXCISE TAX	\$68,193	\$64,208	\$75,000	\$50,000	In all 4 years of collections the ratio of sales to excise tax has been 15%.
		\$458,237	\$446,889	\$450,000	\$400,000	
15 MARIJUANA TAX FUND - 00						
1500060-43510	INTEREST	(\$0)	(\$0)	(\$0)	\$1,000	
		(\$0)	(\$0)	(\$0)	\$1,000	
		\$458,237	\$446,889	\$450,000	\$401,000	

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
15 MARIJUANA TAX FUND - 510 MARIJUANA TAX FUND						
15510-51710	PROFESSIONAL SERVICES	\$726	\$0	\$1,000	\$500	
15510-52510	GRANTS	\$0	\$150,000	\$0	\$0	
15510-53710	CONTRIBUTIONS/DONATIONS	\$50,000	\$0	\$0	\$100,000	Contribution to detox center. There is already \$50k in a reserve for this that will be released when the contribution is made. With the tax revenues being used to fund the enforcement of regulations on the retail marijuana industry, other costs related to enforcement of marijuana laws, education and public health programs associated with marijuana consumption including prevention of underage consumption , and other city expenses.
15510-55925	TRANSFER TO STREET TAX FUND	\$0	\$0	\$175,000	\$0	
15510-55950	TRANSFER TO GENERAL FUND	\$276,272	\$185,000	\$200,000	\$185,000	For police department, public safety and youth counseling
					\$75,000	To Community Center for school passes. Expanded this year from \$25k to \$75k.
	TOTAL TRANSFER TO GENERAL FUND	\$276,272	\$185,000	\$200,000	\$260,000	
15510-55960	TRANSFER TO FIRE & EMS	\$0	\$100,000	\$85,000	\$100,000	For fire department and public safety
	TOTAL 510 - MARIJUANA TAX FUND	\$326,998	\$435,000	\$461,000	\$460,500	
		\$326,998	\$435,000	\$461,000	\$460,500	

TOBACCO TAX FUND

	2020 Actual	2021 Actual	2022 Revised Budget	2022 Actual (Est.)	2023 Budget
Revenue	\$956,641	\$909,421	\$805,000	\$845,300	\$711,000
Expenditures	<u>(\$751,617)</u>	<u>(\$983,282)</u>	<u>(\$662,000)</u>	<u>(\$662,000)</u>	<u>(\$761,000)</u>
Change in Fund Balance	\$205,024	(\$73,861)	\$143,000	\$183,300	(\$50,000)
Beginning Fund Balance	\$0	\$205,024	\$131,163	\$131,163	\$314,463
Ending Fund Balance	\$205,024	\$131,163	\$274,163	\$314,463	\$264,463
Reserves:					
Youth Mental Health Reserve			(\$70,000)	(\$70,000)	\$0
Social Services			(\$70,000)	(\$70,000)	\$0
Available Fund Balance	\$205,024	\$131,163	\$134,163	\$174,463	\$264,463
Cash Balance as of 9/30/22	\$209,000				

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
16 TOBACCO TAX - 00						
1600020-41530	TOBACCO SALES TAX	\$939,141	\$899,921	\$800,000	\$700,000	Revenues were \$950k in 2020, \$900k in 2021 and are forecasted to be \$800k in 2022.
		\$939,141	\$899,921	\$800,000	\$700,000	
16 TOBACCO TAX - 00						
1600030-42140	SALES TAX/BUSINESS LICENSES	\$17,500	\$9,500	\$5,000	\$10,000	
		\$17,500	\$9,500	\$5,000	\$10,000	
16 TOBACCO TAX - 00						
1600060-43510	INTEREST	(\$0)	(\$0)	(\$0)	\$1,000	
		(\$0)	(\$0)	(\$0)	\$1,000	
		\$956,641	\$909,421	\$805,000	\$711,000	

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
16 TOBACCO TAX - 520 TOBACCO TAX						
16520-51710	PROFESSIONAL SERVICES	\$1,617	\$132	\$262,000	\$1,500	
16520-52510	GRANTS	\$0	\$233,150	\$0	\$0	
16520-52810	OTHER OPERATING EXPENSE	\$0	\$0	\$0	\$9,500	
TOTAL 520 - TOBACCO TAX		\$1,617	\$233,282	\$262,000	\$11,000	
16 TOBACCO TAX - 999 INTERFUND TRANSFERS						
16999-55950	TRANSFER TO GENERAL FUND	\$750,000	\$750,000	\$400,000	\$750,000	-Overdose Transport -Parks and Downtown enforcement -Needles and paraphernalia clean-up -DUI enforcement -CEBT clinics treatment and counseling
TOTAL 999 - INTERFUND TRANSFERS		\$750,000	\$750,000	\$400,000	\$750,000	
		\$751,617	\$983,282	\$662,000	\$761,000	

BUS TAX FUND

	2020 Actual	2021 Actual	2022 Revised Budget	2022 Actual (Est.)	2023 Budget
Revenue	\$2,264,485	\$2,153,771	\$2,459,422	\$2,023,083	\$2,314,857
Expenditures	<u>(\$1,984,380)</u>	<u>(\$1,490,903)</u>	<u>(\$2,005,245)</u>	<u>(\$1,985,000)</u>	<u>(\$2,062,936)</u>
Change in Fund Balance	\$280,105	\$662,868	\$454,177	\$38,083	\$251,921
Beginning Fund Balance	\$813,783	\$1,093,888	\$1,756,756	\$1,756,756	\$1,794,839
Ending Fund Balance	\$1,093,888	\$1,756,756	\$2,210,933	\$1,794,839	\$2,046,760
Reserves:					
Bike Path Reserve					(\$50,000)
Available Fund Balance	\$1,093,888	\$1,756,756	\$2,210,933	\$1,794,839	\$1,996,760
Cash Balance as of 9/30/22	\$2,028,000				

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
---------	---------------------	-------------	-------------	---------------------	--------------	-------------

18 BUS TAX FUND - 00

1800020-41210	GENERAL SALES TAX	\$968,213	\$1,218,296	\$1,252,160	\$1,303,675	.2% sales tax
1800020-41310	USE TAX	\$36,405	\$45,703	\$62,162	\$175,675	
		\$1,004,617	\$1,263,999	\$1,314,322	\$1,479,350	

18 BUS TAX FUND - 00

1800040-42310	GRANTS	\$1,131,492	\$813,849	\$1,050,000	\$688,291	Standard FTA 5311 grant for half of total RFTA operating costs.
					\$40,000	5304 Federal Transportation Commission grant for Transit Expansion Analysis.
					\$80,000	Transportation Demand Management grant.
TOTAL GRANTS		\$1,131,492	\$813,849	\$1,050,000	\$808,291	
		\$1,131,492	\$813,849	\$1,050,000	\$808,291	

18 BUS TAX FUND - 15 PUBLIC TRANSPORTATION

1815060-41220	AUDIT REVENUE	\$12,743	\$15,353	\$10,000	\$16,216	
1815060-42420	CREDIT CARD CONVENIENCE FEES	\$79	\$93	\$100	(\$0)	
1815060-43510	INTEREST	\$378	\$233	\$5,000	\$5,000	
1815060-43920	INSURANCE REIMBURSEMENT	\$43,445	(\$0)	(\$0)	(\$0)	
1815060-44130	MISCELLANEOUS	\$28,694	\$64	(\$0)	\$1,000	
		\$85,339	\$15,743	\$15,100	\$22,216	

18 BUS TAX FUND - 15 PUBLIC TRANSPORTATION

1815050-42421	ADVERTISING FEES	\$1,001	(\$0)	\$5,000	\$5,000	
1815050-42422	BUS FARES	\$42,037	\$60,180	\$75,000	(\$0)	
		\$43,037	\$60,180	\$80,000	\$5,000	
		\$2,264,485	\$2,153,771	\$2,459,422	\$2,314,857	

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
18 BUS TAX FUND - 170 BUS TAX FUND						
18170-51410	UTILITIES	\$11,700	\$11,575	\$12,500	\$13,000	
18170-51710	PROFESSIONAL SERVICES	\$7,790	\$76,911	\$240,000	\$79,601	Rollover from 2022 (\$50,000) - TDM program consulting - Grant funded
					\$70,000	Rollover from 2022 - Transit expansion analysis
					\$165,000	Bus shelter replacement - grant request is \$825,306. City match would be \$165,061.
	TOTAL PROFESSIONAL SERVICES	\$7,790	\$76,911	\$240,000	\$314,601	
18170-52210	PROFESSIONAL DEVELOPMENT	\$0	\$558	\$3,000	\$3,000	
18170-52510	GRANTS	\$555,109	\$0	\$0	\$0	
18170-52710	CREDIT CARD FEES	\$353	\$176	\$5,000	\$300	
18170-52810	OTHER OPERATING EXPENSE	\$125,063	\$5,722	\$20,000	\$20,000	
18170-52820	TIF TO DDA	\$44,367	\$16,902	\$55,921	\$64,865	\$1,200,000 total receipts
18170-52825	ECONOMIC INCENTIVE REBATE	\$13,737	\$16,348	\$10,811	\$10,810	
18170-53510	PROPERTY INSURANCE	\$7,900	\$7,000	\$7,100	\$7,200	
18170-54310	INTERFUND COST OF SERVICE	\$131,606	\$134,238	\$136,922	\$139,660	
18170-56510	FIXED LABOR COSTS	\$341,045	\$412,155	\$589,073	\$475,000	
18170-56515	DIRECT LABOR COSTS	\$341,309	\$410,598	\$427,452	\$525,000	
18170-56520	EMPLOYEE BUS PASSES	\$292	\$754	\$500	\$1,000	
18170-56525	TDM PROGRAM EXPENSE	\$0	\$1,075	\$5,000	\$5,000	
18170-56530	DIRECT MILEAGE COSTS	\$190,043	\$223,334	\$291,620	\$250,000	
18170-56535	ALLOCATED TRAINING & OTHER COS	\$57,866	\$90,746	\$94,470	\$135,000	
18170-56540	VAN MAINTENANCE	\$872	\$1,164	\$0	\$3,500	
18170-56545	PARA-TRANSTI SERVICE	\$30,000	\$30,000	\$30,000	\$30,000	
18170-56555	ALLOCATED CAPITAL COSTS	\$47,677	\$51,647	\$75,876	\$65,000	
18170-56560	BUS WRAPS	\$14,155	\$0	\$0	\$0	
18170-56565	RIDE HAILING PILOT	\$16,861	\$0	\$0	\$0	
18170-60000	PROJECTS	\$46,637	\$0	\$0	\$0	
	TOTAL 170 - BUS TAX FUND	\$1,984,381	\$1,490,903	\$2,005,245	\$2,062,936	
		\$1,984,381	\$1,490,903	\$2,005,245	\$2,062,936	

WATER AND WASTEWATER FUND

	2020 Actual	2021 Actual	2022 Revised Budget	2022 Actual (Est.)	2023 Budget
Revenue	\$7,003,933	\$8,255,788	\$11,846,039	\$9,257,039	\$8,413,500
Expenditures	<u>(\$6,618,746)</u>	<u>(\$9,004,088)</u>	<u>(\$12,937,952)</u>	<u>(\$12,084,990)</u>	<u>(\$12,140,248)</u>
Change in Fund Balance	\$385,187	\$748,300	<u>(\$1,091,913)</u>	<u>(\$2,827,951)</u>	<u>(\$3,726,748)</u>
Beginning Fund Balance	\$35,933,311	\$36,318,498	\$37,066,798	\$37,066,798	\$34,238,847
Ending Fund Balance	\$36,318,498	\$37,066,798	\$35,974,885	\$34,238,847	\$30,512,099
Reserves:					
Restricted Water Fees		<u>(\$3,007,224)</u>	<u>(\$3,007,224)</u>	<u>(\$3,007,224)</u>	<u>(\$3,007,224)</u>
Restricted Sewer Fees		<u>(\$1,893,175)</u>	<u>(\$1,893,175)</u>	<u>(\$1,893,175)</u>	<u>(\$1,893,175)</u>
Available Fund Balance	\$36,318,498	\$32,166,399	\$31,074,486	\$29,338,448	\$25,611,700
Cash Balance as of 9/30/22	\$6,964,000				

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
---------	---------------------	-------------	-------------	---------------------	--------------	-------------

21 WATER, SEWER AND SANITATION - 45 WATER

2145060-42310	GRANTS	\$198,278	\$25,002	(\$0)	(\$0)	
2145060-43510	INTEREST	\$50,358	\$7,551	\$100,000	\$50,000	
2145060-43910	COST REIMBURSEMENTS	\$10,837	(\$0)	(\$0)	(\$0)	
2145060-43920	INSURANCE REIMBURSEMENT	(\$0)	\$4,604	(\$0)	(\$0)	
2145060-44130	MISCELLANEOUS	\$3,983	\$1,185	\$3,502,000	(\$0)	
		\$263,456	\$38,342	\$3,602,000	\$50,000	

21 WATER, SEWER AND SANITATION - 45 WATER

2146050-42520	SEWER USER FEES	\$3,271,097	\$3,785,209	\$4,051,496	\$4,100,000	Assumes no rate increases and slightly more usage.
2146050-42580	SEWER IMPROVEMENT FEES	\$267,726	\$317,276	\$100,000	\$50,000	
		\$3,538,823	\$4,102,485	\$4,151,496	\$4,150,000	

21 WATER, SEWER AND SANITATION - 46 WASTEWATER

2145050-42510	WATER USER FEES	\$2,926,465	\$3,747,769	\$3,991,793	\$4,200,000	
2145050-42530	WATER TAP FEES	\$2,122	(\$0)	\$2,000	(\$0)	
2145050-42550	METER SALES	\$15,861	\$15,731	\$15,000	\$10,000	
2145050-42560	SERVICE CONNECT FEES	\$3,750	\$4,665	\$3,750	\$3,500	
2145050-42570	WATER IMPROVEMENT FEES	\$253,497	\$346,795	\$80,000	(\$0)	
		\$3,201,695	\$4,114,960	\$4,092,543	\$4,213,500	
		\$7,003,974	\$8,255,787	\$11,846,039	\$8,413,500	

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
---------	---------------------	-------------	-------------	---------------------	--------------	-------------

21 WATER, SEWER AND SANITATION - 000

2145-60000	PROJECTS				\$750,000	Booster 2 - Construction
					\$75,000	System Improvements
					\$50,000	Field Telemetry and SCADA Upgrades
					\$500,000	Water Treatment Plant Siding and Roof Replacement
					\$10,000	Generator Trailer and System Wiring
					\$100,000	Raw Water System Upgrades/Design
					\$60,000	Rapid Mixer Replacement at WWTF
					\$350,000	Red Mountain North Phase 1
					\$100,000	Blake Avenue Design from 13th to 27th Street
					\$85,000	Oriole/Meadowlark Waterline Replacement - In House
		\$81,861	\$4,346,052	\$5,007,500	\$30,000	Replacement Water Drop Equipment for 7th Street System
					\$35,000	Blake Avenue from Gate to 29th Asphalt Replacement
	TOTAL PROJECTS	\$81,861	\$4,346,052	\$5,007,500	\$2,145,000	
	TOTAL 000 -	\$81,861	\$4,346,052	\$5,007,500	\$2,145,000	

21 WATER, SEWER AND SANITATION - 000

2146-60000	PROJECTS	\$16,098	\$808,789	\$1,004,542	\$200,000	Sewer Rehabilitation Program
					\$250,000	Red Mountain North Phase 1
					\$10,000	Generator Trailer and System Wiring
					\$75,000	System Improvements
					\$600,000	Waste Water Plant 10 Year Maintenance Program
					\$60,000	UV Replacement Parts
					\$60,000	WWTF Bio-Growth Removal and Control
					\$45,000	Digester Air Balance Repairs
					\$475,000	Lift Station 11,000 - Construction
					\$75,000	New UV Bypass Channel Design
	TOTAL PROJECTS	\$16,098	\$808,789	\$1,004,542	\$1,850,000	
	TOTAL 000 -	\$16,098	\$808,789	\$1,004,542	\$1,850,000	

21 WATER, SEWER AND SANITATION - 211 WATER & SEWER ADMINISTRATION

21211-51110	REGULAR EMPLOYEES	\$362,520	\$332,447	\$348,616	\$361,959	Public Works Director (50%) WA/WW Plant Ops Superintendent WA/WW Field Ops Superintendent GIS Administrator Asset Mgmt/GIS Support Specialist (29%) Public Information Officer (25%)
21211-51210	HEALTH INSURANCE PREMIUMS	\$49,925	\$62,641	\$91,116	\$69,624	
21211-51220	LONG TERM DISABILITY	\$1,042	\$881	\$1,125	\$400	

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
21211-51230	BASIC LIFE INSURANCE	\$857	\$768	\$908	\$907	
21211-51250	FICA CONTRIBUTIONS	\$27,600	\$23,149	\$26,668	\$31,075	
21211-51260	RETIREMENT CONTRIBUTIONS	\$19,323	\$25,462	\$24,404	\$28,435	
21211-51270	UNEMPLOYMENT COMPENSATION	\$956	\$891	\$985	\$985	
21211-51280	WORKERS' COMPENSATION	\$13,163	\$7,523	\$8,656	\$9,000	
21211-51370	EMPLOYEE HOUSING GRANT	\$0	\$312	\$0	\$0	
21211-51380	UNIFORM ALLOWANCE	\$1,050	\$700	\$0	\$1,000	
21211-51410	UTILITIES	\$1,383	\$1,317	\$1,500	\$1,500	Phones
21211-51610	SUPPLIES	\$989	\$3,351	\$3,600	\$3,600	Uniforms, Shirts, Hats, PPE
21211-51710	PROFESSIONAL SERVICES	\$43,045	\$88,804	\$60,500	\$30,000	Consulting
					\$20,000	Annual Water Model Updates
					\$1,100	Printing Construction Reviews Plans
					\$10,500	Meter Reads and Other Services
	TOTAL PROFESSIONAL SERVICES	\$43,045	\$88,804	\$60,500	\$61,600	
21211-51810	MAINTENANCE & REPAIR	\$11,124	\$14,392	\$9,100	\$30,000	Building, Equipment, Trucks and Fuel
21211-52110	PUBLIC NOTICES	\$0	\$893	\$0	\$0	
21211-52120	EMPLOYMENT POSTING	\$1,247	\$0	\$250	\$250	
21211-52140	PROCUREMENT ADVERTISING	\$140	\$65	\$0	\$0	
21211-52210	PROFESSIONAL DEVELOPMENT	\$300	\$569	\$6,000	\$6,000	
21211-52410	PROFESSIONAL DUES AND MEMBERSH	\$1,218	\$0	\$3,500	\$3,500	
21211-52420	ORGANIZATIONAL DUES AND MEMBER	\$50	\$100	\$0	\$3,000	
21211-52440	PROFESSIONAL SUBSCRIPTION	\$0	\$0	\$500	\$500	
21211-52510	GRANTS	\$9,606	\$27,970	\$15,000	\$30,000	
21211-52610	TECHNOLOGY	\$0	\$15,551	\$10,500	\$10,000	Asset Management Software
21211-52810	OTHER OPERATING EXPENSE	\$7,108	\$1,710	\$0	\$20,000	Clean Up of Homeless Camps at WTF and WWTF
21211-53510	PROPERTY INSURANCE	\$89,387	\$113,805	\$90,000	\$80,000	
21211-53520	LIABILITY AND CASUALTY INSURA	\$10,014	\$11,811	\$10,000	\$10,800	
21211-53950	ISSUANCE COSTS	\$0	\$105,919	\$0	\$0	
21211-54310	INTERFUND COST OF SERVICE	\$397,846	\$405,803	\$413,919	\$422,197	
21211-54610	ENERGY CONSERVATION	\$0	\$0	\$0	\$50,000	Turf Buy Back/Irrigation Controllers/Fixtures Water Conservation Program
21211-54810	WATER ASSESSMENTS	\$13,865	\$16,596	\$15,000	\$5,000	
21211-55110	SAFETY PROGRAMS	\$102	\$121	\$0	\$0	
	TOTAL 211 - WATER & SEWER ADMINISTRATION	\$1,063,859	\$1,263,548	\$1,141,847	\$1,241,332	

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
21240-51710	PROFESSIONAL SERVICES	\$0	\$5,050	\$0	\$0	
21240-54110	BAD DEBTS	\$2,925	\$0	\$0	\$0	
21240-54310	INTERFUND COST OF SERVICE	\$178,989	\$182,569	\$186,220	\$189,944	
TOTAL 240 - CUSTOMER ACCOUNTS WATER		\$181,915	\$187,619	\$186,220	\$189,944	
21 WATER, SEWER AND SANITATION - 260 WATER INTERFUND						
21260-55710	ALLOCATED ORGANIZATION COST	\$88,081	\$95,000	\$120,264	\$133,500	
21260-55810	INTERFUND FRANCHISE FEE	\$88,081	\$95,000	\$120,264	\$133,500	
TOTAL 260 - WATER INTERFUND		\$176,163	\$190,000	\$240,528	\$267,000	
21 WATER, SEWER AND SANITATION - 261 WASTEWATER INTERFUND						
21261-55710	ALLOCATED ORGANIZATION COST	\$106,609	\$95,000	\$120,264	\$132,300	
21261-55810	INTERFUND FRANCHISE FEE	\$106,609	\$95,000	\$120,264	\$132,300	
TOTAL 261 - WASTEWATER INTERFUND		\$213,218	\$190,000	\$240,528	\$264,600	
21 WATER, SEWER AND SANITATION - 270 INTEREST						
21270-53930	INTEREST - BONDS	\$609,178	\$242,816	\$0	\$461,605	
TOTAL 270 - INTEREST		\$609,178	\$242,816	\$0	\$461,605	
21 WATER, SEWER AND SANITATION - 275 DEPRECIATION/AMORTIZATION						
21275-55610	DEPRECIATION	\$655,106	\$787,079	\$645,000	\$675,000	
21275-59599	CAPITALIZED ASSETS	\$0	(\$4,961,311)	\$0	\$0	
TOTAL 275 - DEPRECIATION/AMORTIZATION		\$655,106	(\$4,174,232)	\$645,000	\$675,000	
21 WATER, SEWER AND SANITATION - 276 DEPRECIATION/AMORTIZATION - WA						
21276-55610	DEPRECIATION	\$1,106,427	\$1,137,369	\$1,100,000	\$1,200,000	
TOTAL 276 - DEPRECIATION/AMORTIZATION - WA		\$1,106,427	\$1,137,369	\$1,100,000	\$1,200,000	
21 WATER, SEWER AND SANITATION - 410 WATER TREATMENT						
21410-51110	REGULAR EMPLOYEES	\$194,066	\$272,353	\$278,965	\$302,556	Chief Operator Water Treatment Water Treatment Operator II B (2) WA/WW Treatment Operator I D Plus Water Treatment Operation I D
21410-51140	OVERTIME	\$3,359	\$6,036	\$4,400	\$17,500	
21410-51150	STANDBY AND CALLBACK PAY	\$18,881	\$17,708	\$20,000	\$20,000	
21410-51210	HEALTH INSURANCE PREMIUMS	\$41,852	\$53,249	\$60,432	\$58,524	
21410-51220	LONG TERM DISABILITY	\$683	\$709	\$946	\$858	

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
21410-51230	BASIC LIFE INSURANCE	\$537	\$560	\$739	\$739	
21410-51250	FICA CONTRIBUTIONS	\$17,679	\$22,563	\$21,341	\$20,504	
21410-51260	RETIREMENT CONTRIBUTIONS	\$11,133	\$21,453	\$19,527	\$21,410	
21410-51270	UNEMPLOYMENT COMPENSATION	\$693	\$854	\$796	\$900	
21410-51280	WORKERS' COMPENSATION	\$4,217	\$8,914	\$8,461	\$9,000	
21410-51290	OTHER EMPLOYEE BENEFITS	\$125	\$0	\$6,000	\$15,000	
21410-51360	EMPLOYEE ONBOARDING	\$20	\$20	\$0	\$0	
21410-51380	UNIFORM ALLOWANCE	\$1,677	\$1,517	\$0	\$2,000	
21410-51410	UTILITIES	\$124,425	\$129,343	\$112,550	\$112,550	Water, Electric, Natural Gas, Phones and Radios
21410-51610	SUPPLIES	\$5,454	\$7,124	\$11,300	\$10,000	Copying Cleaning, Office, Small Tools
21410-51710	PROFESSIONAL SERVICES	\$61,011	\$48,760	\$40,900	\$40,000	SCADA Control Work
					\$5,900	Consulting and CDL testing
					\$18,500	Water Gauging Station at Grizzly Outlet
	TOTAL PROFESSIONAL SERVICES	\$61,011	\$48,760	\$40,900	\$64,400	
21410-51810	MAINTENANCE & REPAIR	\$42,432	\$78,000	\$88,250	\$110,000	Equipment Maintenance, Fuel, Vehicle Maintenance, Fire Mitigation for Trucks and Buildings
21410-51920	RENT/LEASE - EQUIPMENT	\$221	\$122	\$1,000	\$1,000	
21410-52210	PROFESSIONAL DEVELOPMENT				\$4,500	Training and Conferences
		\$2,246	\$2,150	\$5,100	\$5,500	Travel Expenses
	TOTAL PROFESSIONAL DEVELOPMENT	\$2,246	\$2,150	\$5,100	\$10,000	
21410-52410	PROFESSIONAL DUES AND MEMBERSH	\$503	\$683	\$0	\$0	
21410-52420	ORGANIZATIONAL DUES AND MEMBER	\$400	\$0	\$0	\$0	
21410-52610	TECHNOLOGY	\$0	\$3,534	\$3,500	\$4,500	Asset Management Software
21410-52810	OTHER OPERATING EXPENSE	\$4,696	\$4,398	\$5,000	\$5,000	
21410-53230	OTHER CHEMICALS	\$156,521	\$166,630	\$210,000	\$210,000	Water Treatment
21410-53240	LABORATORY	\$3,370	\$4,001	\$7,000	\$6,000	
21410-54820	LAB SUPPLIES	\$9,333	\$16,531	\$10,000	\$13,000	
21410-55110	SAFETY PROGRAMS	\$631	\$3,906	\$3,000	\$0	
21410-59520	CAPITAL OUTLAY	\$2,392	\$7,522	\$15,000	\$12,000	Pretreatment Facility Service Water Pump VFD
TOTAL 410 - WATER TREATMENT		\$708,558	\$878,639	\$934,207	\$1,027,441	

21 WATER, SEWER AND SANITATION - 420 WATER TRANSMISSION & DISTRIBUTION

21420-51110	REGULAR EMPLOYEES	\$235,356	\$296,573	\$301,440	\$341,319	Water Utility Worker IV Water Util Maint Coord II Water/WW Equipment Operator III (50%) Water Utility Worker I (2)
21420-51120	PART-TIME EMPLOYEES	(\$23)	\$0	\$0	\$0	
21420-51140	OVERTIME	\$5,274	\$6,395	\$6,000	\$4,500	
21420-51150	STANDBY AND CALLBACK PAY	\$11,249	\$12,350	\$12,000	\$12,000	

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
21420-51210	HEALTH INSURANCE PREMIUMS	\$59,225	\$86,205	\$99,312	\$87,012	
21420-51220	LONG TERM DISABILITY	\$682	\$789	\$1,021	\$924	
21420-51230	BASIC LIFE INSURANCE	\$546	\$576	\$796	\$806	
21420-51250	FICA CONTRIBUTIONS	\$17,239	\$23,190	\$23,060	\$22,099	
21420-51260	RETIREMENT CONTRIBUTIONS	\$8,603	\$20,760	\$21,100	\$20,221	
21420-51270	UNEMPLOYMENT COMPENSATION	\$676	\$880	\$861	\$880	
21420-51280	WORKERS' COMPENSATION	\$5,630	\$9,868	\$7,558	\$10,000	
21420-51290	OTHER EMPLOYEE BENEFITS	\$0	\$228	\$6,000	\$6,000	
21420-51360	EMPLOYEE ONBOARDING	\$26	\$0	\$0	\$0	
21420-51380	UNIFORM ALLOWANCE	\$1,378	\$1,575	\$0	\$2,000	
21420-51410	UTILITIES	\$8,054	\$31,072	\$26,000	\$21,500	Tanks, stations, landfill and trash services
					\$4,500	Phones
	TOTAL UTILITIES	\$8,054	\$31,072	\$26,000	\$26,000	
21420-51610	SUPPLIES	\$4,427	\$6,340	\$9,250	\$9,250	
21420-51710	PROFESSIONAL SERVICES	\$14,208	\$10,585	\$15,250	\$35,520	
21420-51810	MAINTENANCE & REPAIR	\$101,883	\$67,677	\$99,150	\$17,000	Building Upkeep, Fire Extinguishers, Building Supplies
					\$70,000	Vehicle Upkeep, Fuel
					\$12,000	Fire Hydrant Upkeep Program
	TOTAL MAINTENANCE & REPAIR	\$101,883	\$67,677	\$99,150	\$99,000	
21420-51920	RENT/LEASE - EQUIPMENT				\$52,000	CAT 926/315
		\$1,213	\$8,259	\$2,000	\$50,000	Field Operations Office
	TOTAL RENT/LEASE - EQUIPMENT	\$1,213	\$8,259	\$2,000	\$102,000	
21420-52210	PROFESSIONAL DEVELOPMENT	\$150	\$2,054	\$7,500	\$5,000	Conference and Trainings
					\$6,500	Travel Expenses
	TOTAL PROFESSIONAL DEVELOPMENT	\$150	\$2,054	\$7,500	\$11,500	
21420-52410	PROFESSIONAL DUES AND MEMBERSH	\$0	\$50	\$0	\$0	
21420-52610	TECHNOLOGY	\$0	\$1,488	\$3,500	\$4,500	Asset Management Software
					\$5,500	GIS, Upgrade XC2, Innovyze
	TOTAL TECHNOLOGY	\$0	\$1,488	\$3,500	\$10,000	
21420-52810	OTHER OPERATING EXPENSE	\$1,143	\$244	\$1,200	\$1,200	
21420-53240	LABORATORY	\$4,263	\$3,810	\$5,500	\$5,500	
21420-53530	DAMAGE CLAIMS	\$0	\$0	\$3,000	\$3,000	
21420-54330	FORCE CONSTRUCTION	\$23,758	\$0	\$50,000	\$50,000	
21420-55110	SAFETY PROGRAMS	\$2,500	\$675	\$4,000	\$4,000	
21420-55220	METERS	\$35,534	\$51,168	\$25,000	\$50,000	
21420-55230	LEAK DETECTION	\$4,862	\$5,198	\$7,500	\$7,500	
21420-59520	CAPITAL OUTLAY	\$6,919	\$10,024	\$20,000	\$15,000	Noise Logging Device, Automated Flagger

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
TOTAL 420 - WATER TRANSMISSION & DISTRIBUTION		\$554,774	\$658,032	\$757,998	\$937,231	
21 WATER, SEWER AND SANITATION - 430 WASTEWATER TREATMENT						
21430-51110	REGULAR EMPLOYEES	\$188,245	\$268,065	\$272,018	\$283,308	Chief Operator WW Treatment WW Treatment Operator II B (2) WA/WW Treatment Operator I D Plus (50%) WW Treatment Operator I D
21430-51140	OVERTIME	\$2,598	\$2,633	\$4,000	\$2,500	
21430-51150	STANDBY AND CALLBACK PAY	\$18,611	\$18,505	\$20,000	\$20,000	
21430-51210	HEALTH INSURANCE PREMIUMS	\$38,194	\$74,857	\$85,452	\$106,932	
21430-51220	LONG TERM DISABILITY	\$560	\$683	\$923	\$837	
21430-51230	BASIC LIFE INSURANCE	\$453	\$526	\$706	\$706	
21430-51250	FICA CONTRIBUTIONS	\$15,382	\$21,770	\$20,810	\$19,998	
21430-51260	RETIREMENT CONTRIBUTIONS	\$10,417	\$21,349	\$19,042	\$18,299	
21430-51270	UNEMPLOYMENT COMPENSATION	\$603	\$825	\$777	\$825	
21430-51280	WORKERS' COMPENSATION	\$10,327	\$6,555	\$6,062	\$6,600	
21430-51290	OTHER EMPLOYEE BENEFITS	\$0	\$0	\$4,000	\$28,000	
21430-51360	EMPLOYEE ONBOARDING	\$20	\$0	\$100	\$0	
21430-51380	UNIFORM ALLOWANCE	\$1,444	\$1,575	\$0	\$2,000	
21430-51410	UTILITIES	\$243,354	\$249,371	\$233,000	\$233,000	Water, Electric, Natural Gas, Phones
21430-51610	SUPPLIES	\$9,954	\$12,269	\$16,250	\$14,250	
21430-51710	PROFESSIONAL SERVICES	\$44,834	\$46,605	\$43,250	\$47,000	SCADA and Control Work
					\$3,250	Engineering, Consultants, CDL Testing
	TOTAL PROFESSIONAL SERVICES	\$44,834	\$46,605	\$43,250	\$50,250	
21430-51810	MAINTENANCE & REPAIR				\$30,000	Wastewater Plant Upkeep
					\$50,000	Equipment Maintenance
					\$39,350	Treatment Plant Vehicles, Parts, Fleet
		\$118,171	\$239,536	\$144,350	\$25,000	Lift Station 13,000 Maintenance
	TOTAL MAINTENANCE & REPAIR	\$118,171	\$239,536	\$144,350	\$144,350	
21430-51920	RENT/LEASE - EQUIPMENT	\$0	\$2,823	\$1,500	\$1,500	
21430-52210	PROFESSIONAL DEVELOPMENT	\$1,079	\$3,086	\$6,500	\$5,000	Training and Conferences
					\$6,500	Travel Expenses
	TOTAL PROFESSIONAL DEVELOPMENT	\$1,079	\$3,086	\$6,500	\$11,500	
21430-52610	TECHNOLOGY	\$0	\$4,266	\$3,500	\$3,500	Asset Management Software
21430-52810	OTHER OPERATING EXPENSE				\$10,000	Regulatory expense
		\$9,413	\$8,802	\$1,500	\$1,000	Other Operation Expense
	TOTAL OTHER OPERATING EXPENSE	\$9,413	\$8,802	\$1,500	\$11,000	
21430-53230	OTHER CHEMICALS	\$19,744	\$29,256	\$30,000	\$35,000	
21430-53240	LABORATORY	\$9,053	\$7,875	\$11,500	\$11,500	

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
21430-54820	LAB SUPPLIES	\$14,546	\$20,232	\$15,000	\$15,000	
21430-55110	SAFETY PROGRAMS	\$1,448	\$5,210	\$4,000	\$4,000	
21430-59520	CAPITAL OUTLAY	\$0	\$5,415	\$14,000	\$12,000	Grit Screen Washer Compressor and Crane Hoist Upgrade
TOTAL 430 - WASTEWATER TREATMENT		\$758,447	\$1,052,087	\$958,240	\$1,036,855	
21 WATER, SEWER AND SANITATION - 440 WASTEWATER COLLECTION & TRANSMISSION						
21440-51110	REGULAR EMPLOYEES	\$170,529	\$220,025	\$264,790	\$306,414	Wastewater Utility Worker II WW Utility Maint Coord I Water/WW Equipment Operator III (50%) WW Utility Worker (2)
21440-51120	PART-TIME EMPLOYEES	(\$23)	\$0	\$0	\$0	
21440-51140	OVERTIME	\$3,830	\$4,861	\$4,000	\$4,000	
21440-51150	STANDBY AND CALLBACK PAY	\$6,491	\$7,853	\$7,500	\$7,500	
21440-51210	HEALTH INSURANCE PREMIUMS	\$49,246	\$50,539	\$94,956	\$87,012	
21440-51220	LONG TERM DISABILITY	\$516	\$574	\$898	\$841	
21440-51230	BASIC LIFE INSURANCE	\$439	\$456	\$693	\$739	
21440-51250	FICA CONTRIBUTIONS	\$13,240	\$17,176	\$20,257	\$20,094	
21440-51260	RETIREMENT CONTRIBUTIONS	\$5,516	\$12,552	\$18,535	\$18,387	
21440-51270	UNEMPLOYMENT COMPENSATION	\$519	\$649	\$753	\$753	
21440-51280	WORKERS' COMPENSATION	\$12,688	\$7,049	\$4,309	\$7,000	
21440-51290	OTHER EMPLOYEE BENEFITS	\$0	\$0	\$4,000	\$6,000	
21440-51360	EMPLOYEE ONBOARDING	\$2,040	\$0	\$2,000	\$0	
21440-51380	UNIFORM ALLOWANCE	\$1,626	\$1,225	\$0	\$2,000	
21440-51410	UTILITIES	\$9,742	\$16,155	\$23,000	\$23,000	
21440-51610	SUPPLIES	\$2,521	\$5,938	\$8,200	\$6,200	
21440-51710	PROFESSIONAL SERVICES	\$9,621	\$7,107	\$15,750	\$2,000	Lift Station Parts
					\$5,000	Engineering, Consultants and CDL
					\$10,000	Misc Emergency Funds
					\$250	LS 19000 Lift Station controls/electrical
	TOTAL PROFESSIONAL SERVICES	\$9,621	\$7,107	\$15,750	\$17,250	
21440-51810	MAINTENANCE & REPAIR	\$80,831	\$65,704	\$72,650	\$3,500	Lift Stations
					\$42,000	Shop and Shop Supplies
					\$27,000	Vehicle, Equipment and Fuel
					\$250	LS 19000 Supplies
	TOTAL MAINTENANCE & REPAIR	\$80,831	\$65,704	\$72,650	\$72,750	
21440-51920	RENT/LEASE - EQUIPMENT	\$1,213	\$8,259	\$1,500	\$52,000	926 Loader, 315 Excavator
					\$50,000	Field Operations Offices
	TOTAL RENT/LEASE - EQUIPMENT	\$1,213	\$8,259	\$1,500	\$102,000	

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
21440-52210	PROFESSIONAL DEVELOPMENT	\$350	\$1,032	\$5,250	\$4,000	Conferences and Training
					\$6,000	Travel Expenses
	TOTAL PROFESSIONAL DEVELOPMENT	\$350	\$1,032	\$5,250	\$10,000	
21440-52610	TECHNOLOGY	\$0	\$3,010	\$3,500	\$3,500	Asset Management Software
21440-52810	OTHER OPERATING EXPENSE	\$1,143	\$1,249	\$1,000	\$1,500	
21440-53530	DAMAGE CLAIMS	\$2,000	\$0	\$1,000	\$1,000	
21440-54330	FORCE CONSTRUCTION	\$300	\$0	\$300	\$300	
21440-54910	ROOT CONTROL	\$10,551	\$9,354	\$10,000	\$10,000	
21440-54920	BACKFLOW DEVICE	\$0	\$452	\$0	\$0	
21440-55110	SAFETY PROGRAMS	\$3,329	\$772	\$4,000	\$4,000	
21440-59520	CAPITAL OUTLAY	\$4,885	\$6,413	\$22,500	\$10,000	Automated Flagger
TOTAL 440 - WASTEWATER COLLECTION & TRANSMISSION		\$393,142	\$448,403	\$591,341	\$722,240	
21 WATER, SEWER AND SANITATION - 999 INTERFUND TRANSFERS						
21999-55910	TRANSFER TO FLEET SERVICE	\$0	\$0	\$100,000	\$72,000	Water Treatment 3/4 Ton W/Plow
21999-55980	TRANSFER TO OTHER FUNDS	\$100,000	\$262,000	\$30,000	\$50,000	ERP Contribution
	TOTAL 999 - INTERFUND TRANSFERS	\$100,000	\$262,000	\$130,000	\$122,000	
		\$6,618,746	\$7,491,124	\$12,937,952	\$12,140,248	

BROADBAND

	2020 Actual	2021 Actual	2022 Revised Budget	2022 Actual (Est.)	2023 Budget
Revenue	\$0	\$11,551,246	\$1,053,000	\$1,044,311	\$1,863,682
Expenditures	<u>\$0</u>	<u>(\$1,434,831)</u>	<u>(\$4,420,518)</u>	<u>(\$3,124,408)</u>	<u>(\$2,608,124)</u>
Change in Fund Balance	\$0	\$10,116,415	(\$3,367,518)	(\$2,080,097)	(\$744,442)
Beginning Fund Balance	\$0	\$0	\$10,116,415	\$10,116,415	\$8,036,318
Ending Fund Balance	\$0	\$10,116,415	\$6,748,897	\$8,036,318	\$7,291,876
Available Fund Balance	\$0	\$10,116,415	\$6,748,897	\$8,036,318	\$7,291,876
Cash Balance as of 9/30/22	\$4,830,000				

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
---------	---------------------	-------------	-------------	---------------------	--------------	-------------

22 BROADBAND - 00

2200070-44390	TRANSFER FROM ELECTRIC	(\$0)	\$10,798,603	(\$0)	(\$0)
---------------	------------------------	-------	--------------	-------	-------

(\$0)	\$10,798,603	(\$0)	(\$0)
-------	--------------	-------	-------

22 BROADBAND - 51 BROADBAND

2251050-43410	BANDWIDTH - ENTERPRISE	(\$0)	(\$640)	(\$0)	\$1,863,682
---------------	------------------------	-------	---------	-------	-------------

2251050-43430	INTERNET - BUSINESS CBN	(\$0)	\$665,469	\$678,000	(\$0)
---------------	-------------------------	-------	-----------	-----------	-------

2251050-43440	INTERNET - RESIDENTIAL CBN	(\$0)	\$87,567	\$375,000	(\$0)
---------------	----------------------------	-------	----------	-----------	-------

(\$0)	\$752,396	\$1,053,000	\$1,863,682
-------	-----------	-------------	-------------

22 BROADBAND - 51 BROADBAND

2251060-43510	INTEREST	(\$0)	\$7	(\$0)	(\$0)
---------------	----------	-------	-----	-------	-------

2251060-44130	MISCELLANEOUS	(\$0)	\$240	(\$0)	(\$0)
---------------	---------------	-------	-------	-------	-------

(\$0)	\$247	(\$0)	(\$0)
-------	-------	-------	-------

(\$0)	\$11,551,246	\$1,053,000	\$1,863,682
-------	--------------	-------------	-------------

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
22 BROADBAND - 227 BROADBAND						
22227-51110	REGULAR EMPLOYEES	\$0	\$388,845	\$654,803	\$737,181	Customer Service Representative/Team Lead Broadband Fiber Plant Technician Broadband Superintendent Broadband Service Technician Broadband Commercial Acct Rep/Marketing Utility Line Locator Broadband Systems Technician
22227-51120	PART-TIME EMPLOYEES	\$0	\$33,777	\$51,170	\$0	
22227-51140	OVERTIME	\$0	\$1,478	\$2,558	\$1,500	
22227-51150	STANDBY AND CALLBACK PAY	\$0	\$30,921	\$25,585	\$30,000	
22227-51210	HEALTH INSURANCE PREMIUMS	\$0	\$82,190	\$127,514	\$133,464	
22227-51220	LONG TERM DISABILITY	\$0	\$1,036	\$2,752	\$1,658	
22227-51230	BASIC LIFE INSURANCE	\$0	\$876	\$2,199	\$1,000	
22227-51250	FICA CONTRIBUTIONS	\$0	\$33,104	\$55,391	\$52,413	
22227-51260	RETIREMENT CONTRIBUTIONS	\$0	\$22,859	\$39,729	\$45,860	
22227-51270	UNEMPLOYMENT COMPENSATION	\$0	\$1,265	\$2,465	\$1,445	
22227-51280	WORKERS' COMPENSATION	\$0	\$693	\$2,558	\$1,250	
22227-51360	EMPLOYEE ONBOARDING	\$0	\$577	\$0	\$0	
22227-51380	UNIFORM ALLOWANCE	\$0	\$102	\$0	\$0	
22227-51410	UTILITIES	\$0	\$225,519	\$193,933	\$155,000	Connectivity Fees for the Broadband System
22227-51610	SUPPLIES	\$0	\$55,216	\$20,000	\$38,000	
22227-51710	PROFESSIONAL SERVICES	\$0	\$35,281	\$95,000	\$40,000	
22227-51810	MAINTENANCE & REPAIR	\$0	\$6,781	\$40,000	\$50,000	Vehicle maintenance through Fleet fund.
22227-51930	RENT/LEASE - BUILDING	\$0	\$28,165	\$50,000	\$30,000	
22227-52120	EMPLOYMENT POSTING	\$0	\$500	\$0	\$0	
22227-52210	PROFESSIONAL DEVELOPMENT	\$0	\$2,112	\$10,000	\$2,000	
22227-52310	MISC. TRAVEL	\$0	\$0	\$0	\$4,000	
22227-52510	GRANTS	\$0	\$0	\$15,000	\$7,500	Sustainable Strategies
22227-52610	TECHNOLOGY	\$0	\$113,054	\$20,000	\$111,500	
22227-52710	CREDIT CARD FEES	\$0	\$815	\$0	\$0	
22227-52810	OTHER OPERATING EXPENSE	\$0	\$15,440	\$10,000	\$10,000	
22227-53520	LIABILITY AND CASUALTY INSURA	\$0	\$0	\$35,554	\$38,398	
22227-53940	INTEREST - OTHER DEBT	\$0	\$0	\$181,527	\$266,341	
22227-54110	BAD DEBTS	\$0	\$0	\$35,200	\$40,000	
22227-54310	INTERFUND COST OF SERVICE	\$0	\$16,049	\$16,370	\$16,697	
22227-55910	TRANSFER TO FLEET SERVICE	\$0	\$45,900	\$300,000	\$72,000	Two Hybrid Escapes or Ford Mavericks
22227-59520	CAPITAL OUTLAY	\$0	\$0	\$0	\$80,000	Network equipment
22227-60000	PROJECTS	\$0	\$0	\$2,449,682	\$235,000	Misc. Small Construction Cleanup and Customer Drops

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
TOTAL 227 - BROADBAND		\$0	\$1,142,557	\$4,438,990	\$2,202,207	
22 BROADBAND - 999 INTERFUND TRANSFERS						
22999-55910	TRANSFER TO FLEET SERVICE	\$0	\$0	(\$200,000)	\$0	
22999-55945	TRANSFER TO ELECTRIC	\$0	\$184,049	\$181,528	\$180,596	Interest on Broadband Loan serviced by Electric Fund.
					\$225,321	Principal payment on Bank of Colorado Loan
	TOTAL TRANSFER TO ELECTRIC	\$0	\$184,049	\$181,528	\$405,917	
	TOTAL 999 - INTERFUND TRANSFERS	\$0	\$184,049	(\$18,472)	\$405,917	
		\$0	\$1,326,606	\$4,420,518	\$2,608,124	

ELECTRIC FUND

	2020 Actual	2021 Actual	2022 Revised Budget	2022 Actual (Est.)	2023 Budget
Revenue	\$14,848,967	\$14,924,458	\$15,500,928	\$15,236,321	\$16,453,417
Expenditures	<u>(\$17,584,192)</u>	<u>(\$25,803,643)</u>	<u>(\$20,753,368)</u>	<u>(\$19,083,710)</u>	<u>(\$21,874,912)</u>
Change in Fund Balance	<u>(\$1,802,154)</u>	<u>(\$10,879,185)</u>	<u>(\$5,252,440)</u>	<u>(\$3,847,389)</u>	<u>(\$5,421,495)</u>
Beginning Fund Balance	\$25,550,579	\$23,748,425	\$12,869,240	\$12,869,240	\$15,521,851
Ending Fund Balance	\$23,748,425	\$12,869,240	\$14,116,800	\$15,521,851	\$10,100,356
Available Fund Balance	\$23,748,425	\$12,869,240	\$14,116,800	\$15,521,851	\$10,100,356
Cash Balance as of 9/30/22	\$4,095,000				

**Revenues do not include \$6.5 million in financing for Electric Operations Building (EOC), it is adjusted in the 2022 Revised Budget*

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
---------	---------------------	-------------	-------------	---------------------	--------------	-------------

24 ELECTRIC UTILITY - 00

2400070-44393	TRANSFER FROM BROADBAND	(\$0)	\$184,049	\$181,528	\$180,596	Interest to finance the electric building
					\$225,321	Principal payment on financing for electric building
TOTAL TRANSFER FROM BROADBAND		(\$0)	\$184,049	\$181,528	\$405,917	
		(\$0)	\$184,049	\$181,528	\$405,917	

24 ELECTRIC UTILITY - 50 ELECTRIC

2450060-42310	GRANTS	\$27,000	(\$0)	(\$0)	(\$0)	
2450060-42560	SERVICE CONNECT FEES	\$14,255	\$14,640	\$14,000	\$14,500	
2450060-42650	VENDORS FEE	\$7,526	\$8,351	\$8,000	\$10,000	
2450060-42660	JOINT POLE USE	(\$0)	(\$0)	\$2,900	\$3,000	
2450060-43510	INTEREST	\$42,608	\$7,991	\$50,000	\$25,000	
2450060-43710	DEVELOPER CONTRIBUTIONS	\$99,045	\$193,282	\$100,000	\$200,000	
2450060-43920	INSURANCE REIMBURSEMENT	(\$0)	\$104	(\$0)	(\$0)	
2450060-44110	SALE OF ASSETS	\$5,194	\$6,556	\$5,000	(\$0)	
2450060-44130	MISCELLANEOUS	\$158,381	\$112,691	(\$0)	(\$0)	
2450060-44140	BAD DEBT RECOVERY	\$2,631	\$3,506	\$2,000	(\$0)	
		\$356,641	\$347,122	\$181,900	\$252,500	

24 ELECTRIC UTILITY - 50 ELECTRIC

2450050-42610	COMMERCIAL	\$9,102,541	\$9,490,244	\$10,000,000	\$11,150,000	
2450050-42620	RESIDENTIAL	\$4,795,965	\$4,802,897	\$5,000,000	\$4,500,000	
2450050-42630	MUNICIPAL	\$117,695	\$87,709	\$125,000	\$130,000	
2450050-42640	SECURITY LIGHTING	\$12,508	\$12,437	\$12,500	\$15,000	
2450050-43410	BANDWIDTH - ENTERPRISE	\$637,464	(\$0)	(\$0)	(\$0)	
		\$14,666,173	\$14,393,287	\$15,137,500	\$15,795,000	
		\$15,022,814	\$14,924,458	\$15,500,928	\$16,453,417	

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
24 ELECTRIC UTILITY - 000						
2451-60000	PROJECTS	\$1,020,759	\$0	\$0	\$0	
TOTAL 000 -		\$1,020,759	\$0	\$0	\$0	
24 ELECTRIC UTILITY - 000						
2450-60000	PROJECTS	\$1,690,266	\$71,376	\$5,099,592	\$50,000	General System Upgrades
					\$180,000	Mitchell Creek Reclosers
					\$20,000	Cable Upgrades from 4/0 to 500 MCM
					\$20,000	Cable Upgrade Roaring Fork Market Place to 500 MCM
					\$4,500,000	New Electric Operations Center (EOC) (\$6 million total project)
					\$50,000	Red Mountain South Overhead to Underground Upgrades
					\$600,000	Cardnell Substation - 2022 Carry Over
					\$135,000	Cardnell Substation - Circuit #2 Wire
					\$150,000	US6&24 Overhead Line Undergrounded
TOTAL PROJECTS		\$1,690,266	\$71,376	\$5,099,592	\$5,705,000	
TOTAL 000 -		\$1,690,266	\$71,376	\$5,099,592	\$5,705,000	
24 ELECTRIC UTILITY - 220 ELECTRIC ADMINISTRATION						
24220-51110	REGULAR EMPLOYEES	\$151,695	\$164,199	\$175,310	\$194,246	Public Works Director (50%) Asset Mgmt/GIS Support Specialist (14%) Electric Administrative Assistant GIS Administrator Public Information Officer (25%)
24220-51150	STANDBY AND CALLBACK PAY	\$0	\$0	\$0	\$65,000	
24220-51210	HEALTH INSURANCE PREMIUMS	\$20,702	\$20,327	\$28,548	\$33,696	
24220-51220	LONG TERM DISABILITY	\$463	\$455	\$583	\$525	
24220-51230	BASIC LIFE INSURANCE	\$386	\$396	\$450	\$470	
24220-51250	FICA CONTRIBUTIONS	\$11,131	\$12,502	\$10,785	\$17,326	
24220-51260	RETIREMENT CONTRIBUTIONS	\$7,495	\$12,680	\$12,272	\$15,854	
24220-51270	UNEMPLOYMENT COMPENSATION	\$437	\$480	\$493	\$493	
24220-51280	WORKERS' COMPENSATION	\$397	\$350	\$2,566	\$600	
24220-51410	UTILITIES	\$17,925	\$13,020	\$20,250	\$14,500	Electric, Trash, Water and Landfill Bills
24220-51610	SUPPLIES				\$4,000	Office Supplies
		\$1,803	\$3,351	\$2,350	\$4,500	Phones
TOTAL SUPPLIES		\$1,803	\$3,351	\$2,350	\$8,500	
24220-51710	PROFESSIONAL SERVICES				\$15,000	Sustainable Strategies
		\$18,425	\$106,502	\$6,000	\$25,000	Engineering and Consulting
					\$10,000	GIS Services
TOTAL PROFESSIONAL SERVICES		\$18,425	\$106,502	\$6,000	\$50,000	

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
24220-51810	MAINTENANCE & REPAIR	\$250	\$0	\$250	\$120,000	Vehicle Maintenance
24220-51920	RENT/LEASE - EQUIPMENT	\$27,529	\$30,675	\$28,000	\$30,000	Temporary Building Rent
24220-52140	PROCUREMENT ADVERTISING	\$0	\$51	\$0	\$0	
24220-52210	PROFESSIONAL DEVELOPMENT	\$0	\$3,234	\$5,100	\$10,000	
24220-52410	PROFESSIONAL DUES AND MEMBERSH	\$8,971	\$9,181	\$15,000	\$10,000	
24220-52420	ORGANIZATIONAL DUES AND MEMBER	\$3,960	\$0	\$0	\$0	
24220-52510	GRANTS	\$0	\$13,831	\$10,000	\$0	
24220-52610	TECHNOLOGY	\$0	\$6,886	\$3,500	\$7,000	Asset Management Software
24220-52810	OTHER OPERATING EXPENSE	\$670	\$12,693	\$0	\$0	
24220-53510	PROPERTY INSURANCE	\$72,237	\$76,167	\$67,000	\$80,000	
24220-53520	LIABILITY AND CASUALTY INSURA	\$9,638	\$11,366	\$9,000	\$9,720	
24220-53950	ISSUANCE COSTS	\$121,110	\$0	\$107,888	\$0	
24220-54310	INTERFUND COST OF SERVICE	\$329,600	\$336,192	\$342,915	\$349,773	
24220-54410	REGULATORY EXPENSE	\$4,193	\$4,628	\$10,000	\$6,500	
24220-54510	LOSS ON ASSET DISPOSITION	\$1,412,796	\$40,714	\$0	\$0	
24220-54610	ENERGY CONSERVATION	\$68,981	\$167,041	\$125,000	\$155,000	
24220-54750	PURCHASED POWER	\$9,813,427	\$9,744,328	\$10,000,000	\$10,000,000	
TOTAL 220 - ELECTRIC ADMINISTRATION		\$12,104,221	\$10,791,249	\$10,983,260	\$11,179,203	

24 ELECTRIC UTILITY - 227 BROADBAND

24227-51110	REGULAR EMPLOYEES	\$229,977	\$11,149	\$0	\$0	
24227-51140	OVERTIME	\$306	\$33	\$0	\$0	
24227-51150	STANDBY AND CALLBACK PAY	\$38,306	\$1,091	\$0	\$0	
24227-51210	HEALTH INSURANCE PREMIUMS	\$31,164	\$1,633	\$0	\$0	
24227-51220	LONG TERM DISABILITY	\$720	\$35	\$0	\$0	
24227-51230	BASIC LIFE INSURANCE	\$573	\$0	\$0	\$0	
24227-51250	FICA CONTRIBUTIONS	\$19,692	\$916	\$0	\$0	
24227-51260	RETIREMENT CONTRIBUTIONS	\$8,588	\$733	\$0	\$0	
24227-51270	UNEMPLOYMENT COMPENSATION	\$772	\$36	\$0	\$0	
24227-51280	WORKERS' COMPENSATION	\$1,490	\$0	\$302	\$0	
24227-51360	EMPLOYEE ONBOARDING	\$285	\$0	\$0	\$0	
24227-51410	UTILITIES	\$161,372	\$0	\$0	\$0	
24227-51610	SUPPLIES	\$58,591	\$0	\$0	\$0	
24227-51710	PROFESSIONAL SERVICES	\$269,102	\$0	\$0	\$0	
24227-51810	MAINTENANCE & REPAIR	\$6,744	\$0	\$0	\$0	
24227-51920	RENT/LEASE - EQUIPMENT	\$20,800	\$0	\$0	\$0	

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
24227-52120	EMPLOYMENT POSTING	\$395	\$0	\$0	\$0	
24227-52140	PROCUREMENT ADVERTISING	\$216	\$0	\$0	\$0	
24227-52210	PROFESSIONAL DEVELOPMENT	\$595	\$0	\$0	\$0	
24227-52610	TECHNOLOGY	\$90,317	\$0	\$0	\$0	
24227-52810	OTHER OPERATING EXPENSE	\$10,815	\$0	\$0	\$0	
24227-54310	INTERFUND COST OF SERVICE	\$15,734	\$0	\$0	\$0	
24227-54710	ROUTINE MAINTENANCE	\$180	\$0	\$0	\$0	
TOTAL 227 - BROADBAND		\$966,735	\$15,626	\$302	\$0	
24 ELECTRIC UTILITY - 245 CUSTOMER ACCOUNTS ELECTRIC						
24245-51110	REGULAR EMPLOYEES	\$120,045	\$135,024	\$147,952	\$155,350	Electric Meter Technician - Journeyman Electric Meter Technician
24245-51140	OVERTIME	\$0	\$212	\$0	\$0	
24245-51210	HEALTH INSURANCE PREMIUMS	\$43,221	\$42,467	\$42,996	\$45,564	
24245-51220	LONG TERM DISABILITY	\$375	\$354	\$502	\$451	
24245-51230	BASIC LIFE INSURANCE	\$336	\$291	\$400	\$403	
24245-51250	FICA CONTRIBUTIONS	\$7,972	\$9,793	\$11,319	\$10,779	
24245-51260	RETIREMENT CONTRIBUTIONS	\$5,314	\$10,798	\$10,356	\$9,864	
24245-51270	UNEMPLOYMENT COMPENSATION	\$313	\$370	\$423	\$423	
24245-51280	WORKERS' COMPENSATION	\$1,650	\$1,548	\$1,221	\$1,600	
24245-51380	UNIFORM ALLOWANCE	\$300	\$300	\$0	\$0	
24245-51610	SUPPLIES	\$0	\$0	\$2,300	\$1,000	Vests, Cones, Field Supplies
					\$1,000	Small Tools
					\$750	Uniforms, Shirts, Hats
	TOTAL SUPPLIES	\$0	\$0	\$2,300	\$2,750	
24245-52210	PROFESSIONAL DEVELOPMENT	\$0	\$0	\$650	\$1,500	
24245-52610	TECHNOLOGY	\$27,622	\$6,307	\$52,600	\$5,000	Hardware Updates
					\$37,000	Maintenance Agreement with Honeywell
					\$3,500	Asset Management Software
	TOTAL TECHNOLOGY	\$27,622	\$6,307	\$52,600	\$45,500	
24245-54110	BAD DEBTS	\$3,067	\$85,049	\$0	\$0	
24245-54320	INTERFUND BILLING	\$335,094	\$341,796	\$348,632	\$355,604	2% increase
24245-54340	NONRECIPROCAL INTERFUND ACTIVI	\$493,207	\$503,071	\$513,132	\$473,850	
24245-54760	CUSTOMER DEPOSIT INTEREST	\$1,206	\$1,546	\$1,500	\$0	
24245-55810	INTERFUND FRANCHISE FEE	\$493,207	\$503,071	\$513,132	\$473,850	
TOTAL 245 - CUSTOMER ACCOUNTS ELECTRIC		\$1,532,927	\$1,641,997	\$1,647,115	\$1,577,488	

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
24270-53930	INTEREST - BONDS	\$81,183	\$184,049	\$181,528	\$0	
24270-53940	INTEREST - OTHER DEBT ALPINE	\$0	\$0	\$18,000	\$266,341	
TOTAL 270 - INTEREST		\$81,183	\$184,049	\$199,528	\$266,341	
24 ELECTRIC UTILITY - 275 DEPRECIATION/AMORTIZATION						
24275-55610	DEPRECIATION	\$1,027,479	\$955,621	\$1,027,794	\$1,100,000	
24275-59599	CAPITALIZED ASSETS	(\$2,720,955)	\$0	\$0	\$0	
TOTAL 275 - DEPRECIATION/AMORTIZATION		(\$1,693,476)	\$955,621	\$1,027,794	\$1,100,000	
24 ELECTRIC UTILITY - 380 MAINTENANCE & DISTRIBUTION						
24380-51110	REGULAR EMPLOYEES	\$505,977	\$587,968	\$774,615	\$814,531	Electric Line Superintendent Electric Crew Leader (3) Electric Apprentice Lineman (4)
24380-51140	OVERTIME	\$1,727	\$3,138	\$2,500	\$0	
24380-51150	STANDBY AND CALLBACK PAY	\$60,372	\$61,447	\$60,000	\$60,000	
24380-51160	PROJECT ALLOCATION WAGES	(\$61,903)	(\$53,351)	\$0	\$0	
24380-51210	HEALTH INSURANCE PREMIUMS	\$108,905	\$117,349	\$121,320	\$154,920	
24380-51220	LONG TERM DISABILITY	\$2,081	\$2,025	\$2,374	\$965	
24380-51230	BASIC LIFE INSURANCE	\$1,816	\$1,724	\$2,028	\$2,117	
24380-51250	FICA CONTRIBUTIONS	\$57,440	\$62,830	\$59,257	\$57,707	
24380-51260	RETIREMENT CONTRIBUTIONS	\$38,263	\$71,328	\$54,224	\$52,803	
24380-51270	UNEMPLOYMENT COMPENSATION	\$2,253	\$2,388	\$2,210	\$2,387	
24380-51280	WORKERS' COMPENSATION	\$12,010	\$11,191	\$10,200	\$11,500	
24380-51290	OTHER EMPLOYEE BENEFITS	\$0	\$0	\$0	\$15,000	
24380-51380	UNIFORM ALLOWANCE	\$1,200	\$1,200	\$0	\$0	
24380-51410	UTILITIES	\$1,542	\$1,699	\$1,750	\$0	
24380-51610	SUPPLIES	\$17,476	\$48,443	\$28,700	\$26,700	Printing, Cleaning, Field Supplies and Miscellaneous
					\$15,000	Small Tools
TOTAL SUPPLIES		\$17,476	\$48,443	\$28,700	\$41,700	
24380-51710	PROFESSIONAL SERVICES	\$12,234	\$18,286	\$135,500	\$5,500	Consulting and Testing
					\$15,000	Outsourced Engineering as Needed
					\$15,000	GIS Services
TOTAL PROFESSIONAL SERVICES		\$12,234	\$18,286	\$135,500	\$35,500	

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
24380-51810	MAINTENANCE & REPAIR	\$32,726	\$230,523	\$211,250	\$16,250	Equipment Maintenance
					\$10,000	SCADA
					\$75,000	Tree Trimming
					\$10,000	Substations Maintenance
					\$20,000	Street Light Maintenance
					\$25,000	Underground Line Maintenance
					\$75,000	Service Fees for Fleet Vehicles
	TOTAL MAINTENANCE & REPAIR	\$32,726	\$230,523	\$211,250	\$231,250	
24380-52140	PROCUREMENT ADVERTISING	\$80	\$0	\$0	\$0	
24380-52210	PROFESSIONAL DEVELOPMENT				\$4,000	Training
		\$3,966	\$3,654	\$10,350	\$4,500	Travel Expenses
	TOTAL PROFESSIONAL DEVELOPMENT	\$3,966	\$3,654	\$10,350	\$8,500	
24380-52610	TECHNOLOGY	\$0	\$9,461	\$3,500	\$6,500	IT Hardware Equipment
					\$3,500	Asset Management Software
	TOTAL TECHNOLOGY	\$0	\$9,461	\$3,500	\$10,000	
24380-52810	OTHER OPERATING EXPENSE	\$1,249	\$1,147	\$2,500	\$2,000	
24380-53530	DAMAGE CLAIMS	\$0	\$0	\$1,000	\$0	
24380-54710	ROUTINE MAINTENANCE	\$93,558	\$0	\$0	\$0	
24380-59520	CAPITAL OUTLAY	\$5,953	\$195,167	\$0	\$200,000	These Costs are Spent by the City and Reimbursed by Developers.
24380-59599	CAPITALIZED ASSETS	\$0	(\$195,167)	\$0	\$0	
	TOTAL 380 - MAINTENANCE & DISTRIBUTION	\$898,923	\$1,182,450	\$1,483,278	\$1,700,880	
24 ELECTRIC UTILITY - 999 INTERFUND TRANSFERS						
24999-55910	TRANSFER TO FLEET SERVICES	\$155,372	\$115,000	\$300,000	\$63,000	New On-Call F-250 Truck
					\$18,000	Heavy Equipment Trailer
					\$240,000	Bucket Truck - Approved in 2022 budget, will be received in 2023.
	TOTAL TRANSFER TO FLEET SERVICES	\$155,372	\$115,000	\$300,000	\$321,000	
24999-55930	TRANSFER TO CAPITAL PROJECTS	\$25,000	\$50,000	\$0	\$25,000	
24999-55990	TRANSFER TO BROADBAND	\$0	\$10,798,603	\$0	\$0	
	TOTAL 999 - INTERFUND TRANSFERS	\$180,372	\$10,963,603	\$300,000	\$346,000	
		\$16,781,911	\$25,805,971	\$20,740,868	\$21,874,912	

AIRPORT FUND

	2020 Actual	2021 Actual	2022 Revised Budget	2022 Actual (Est.)	2023 Budget
Revenue	\$314,437	\$222,551	\$627,424	\$627,424	\$261,602
Expenditures	<u>(\$174,994)</u>	<u>(\$254,844)</u>	<u>(\$830,116)</u>	<u>(\$830,116)</u>	<u>(\$267,863)</u>
Change in Fund Balance	\$139,443	(\$32,293)	(\$202,692)	(\$202,692)	(\$6,261)
Beginning Fund Balance	\$504,822	\$644,265	\$611,972	\$611,972	\$409,280
Ending Fund Balance	\$644,265	\$611,972	\$409,280	\$409,280	\$403,019
Reserves					
Loan to Capital Projects Fund					(\$170,000)
Available Fund Balance	\$644,265	\$611,972	\$409,280	\$409,280	\$233,019
Cash Balance as of 9/30/22	\$50,000	Includes \$200,000 loan from Capital Projects			

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
---------	---------------------	-------------	-------------	---------------------	--------------	-------------

27 AIRPORT ENTERPRISE FUND - 55 AIRPORT

2755040-42250	STATE AVIATION FUEL TAX REFUND	\$3,416	\$985	\$500	\$500	
2755040-42310	GRANTS	(\$0)	\$9,137	\$378,000	(\$0)	
		\$3,416	\$10,122	\$378,500	\$500	

27 AIRPORT ENTERPRISE FUND - 55 AIRPORT

2755050-42710	RUNWAY USER FEES	(\$0)	(\$0)	\$3,000	\$3,000	
2755050-42720	LONG TERM TIE DOWNS	\$9,980	\$8,120	\$15,000	\$5,075	
2755050-42730	TRANSIENT TIE DOWN FEES	\$1,730	\$2,225	\$3,000	\$2,715	
2755050-42740	FUEL SALES	\$157,035	\$171,665	\$164,000	\$216,000	
2755050-42750	FUEL FLOWAGE CHARGE	(\$0)	\$69	(\$0)	(\$0)	
		\$168,745	\$182,079	\$185,000	\$226,790	

27 AIRPORT ENTERPRISE FUND - 55 AIRPORT

2755060-43510	INTEREST	(\$0)	(\$0)	\$200	(\$0)	
2755060-44110	SALE OF ASSETS	\$15,000	(\$0)	(\$0)	(\$0)	
2755060-44130	MISCELLANEOUS	\$626	(\$0)	(\$0)	(\$0)	
		\$15,626	(\$0)	\$200	(\$0)	

27 AIRPORT ENTERPRISE FUND - 55 AIRPORT

2755055-43610	BUILDING LEASE	\$29,150	\$29,150	\$15,000	\$2,752	
2755055-43620	LAND LEASES	\$97,500	\$1,200	\$48,724	\$31,560	
		\$126,650	\$30,350	\$63,724	\$34,312	
		\$314,437	\$222,551	\$627,424	\$261,602	

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
27 AIRPORT ENTERPRISE FUND - 000						
2755-60000	AIRPORT PROJECTS	\$0	\$0	\$490,000	\$0	
TOTAL 000 -		\$0	\$0	\$490,000	\$0	
27 AIRPORT ENTERPRISE FUND - 450 AIRPORT ADMINISTRATION						
27450-51120	PART-TIME EMPLOYEES	\$20,821	\$15,556	\$43,000	\$43,000	
27450-51250	FICA CONTRIBUTIONS	\$1,593	\$1,220	\$3,320	\$1,600	
27450-51270	UNEMPLOYMENT COMPENSATION	\$62	\$46	\$129	\$65	
27450-51280	WORKERS' COMPENSATION	\$0	\$10	\$25	\$15	
27450-51360	EMPLOYEE ONBOARDING	\$0	\$20	\$0	\$0	
27450-51410	UTILITIES	\$4,647	\$5,319	\$5,100	\$6,200	Trash, Electric, Communications
27450-51610	SUPPLIES	\$210	\$0	\$650	\$650	Janitorial, office, PPE, small tools
27450-51710	PROFESSIONAL SERVICES	\$2,798	\$59	\$0	\$0	
27450-51810	MAINTENANCE & REPAIR	\$11,367	\$65,335	\$181,000	\$7,500	Equipment, Landscape, General, Vehicle
27450-51930	RENT/LEASE - BUILDING	\$6,790	\$6,660	\$6,600	\$6,600	
27450-52110	PUBLIC NOTICES	\$51	\$0	\$0	\$0	
27450-52130	SPECIAL EVENT POSTING	\$0	\$3,140	\$0	\$0	
27450-52210	PROFESSIONAL DEVELOPMENT	\$1,348	\$300	\$1,000	\$1,300	AOPA Conference
27450-52440	PROFESSIONAL SUBSCRIPTION	\$99	\$0	\$300	\$300	CAOA
27450-52610	TECHNOLOGY	\$0	\$0	\$1,450	\$1,050	When I Work, QTPod Annual Service Agreement
27450-52710	CREDIT CARD FEES	\$2,990	\$2,820	\$3,000	\$3,500	
27450-52810	OTHER OPERATING EXPENSE	\$4,857	\$7,474	\$5,500	\$5,500	Aviation Expo, Young Eagles, Fly In Events
27450-53520	LIABILITY AND CASUALTY INSURA	\$4,984	\$9,613	\$7,370	\$7,960	
27450-53940	INTEREST	\$0	\$0	\$0	\$7,000	Interest on \$200,000 loan from the Capital Projects Fund to assist in the installation of a 100 Low Lead and Jet-A fuel farm. The terms of the loan are interest only in year 1 (2023) with principal in the amount of \$30,000 being retired.
27450-54310	INTERFUND COST OF SERVICE	\$2,472	\$2,521	\$2,572	\$2,623	
27450-55610	DEPRECIATION	\$9,099	\$17,457	\$9,100	\$10,000	
27450-56110	AVIATION FUEL	\$100,708	\$117,293	\$120,000	\$163,000	
27450-59520	CAPITAL OUTLAY	\$0	\$120,225	(\$50,000)	\$0	
27450-59599	CAPITALIZED ASSETS	\$0	(\$120,225)	\$0	\$0	
TOTAL 450 - AIRPORT ADMINISTRATION		\$174,896	\$254,843	\$340,116	\$267,863	
		\$174,896	\$254,843	\$830,116	\$267,863	

LANDFILL FUND

	2020 Actual	2021 Actual	2022 Revised Budget	2022 Actual (Est.)	2023 Budget
Revenue	\$2,671,730	\$2,656,277	\$2,991,000	\$2,988,199	\$2,848,210
Expenditures	<u>(\$3,629,683)</u>	<u>(\$2,566,126)</u>	<u>(\$3,276,948)</u>	<u>(\$2,981,940)</u>	<u>(\$3,370,684)</u>
Change in Fund Balance	(\$715,446)	\$90,151	(\$285,948)	\$6,259	(\$522,474)
Beginning Fund Balance	\$2,989,453	\$3,172,432	\$3,262,583	\$3,262,583	\$3,268,842
Ending Fund Balance	\$3,172,432	\$3,262,583	\$2,976,635	\$3,268,842	\$2,746,368
Reserves:					
Closure Costs	(\$990,655)	(\$1,106,646)	(\$1,106,646)	(\$1,106,646)	(\$1,161,978)
Post Closure Costs	(\$565,000)	(\$594,000)	(\$594,000)	(\$594,000)	(\$653,400)
Available Fund Balance	\$1,616,777	\$1,561,937	\$1,275,989	\$1,568,196	\$930,990
Cash Balance as of 9/30/22	\$150,221				

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
---------	---------------------	-------------	-------------	---------------------	--------------	-------------

29 LANDFILL ENTERPRISE FUND - 60 LANDFILL

2960060-42310	GRANTS	\$141,370	\$8,230	\$50,000	(\$0)	
2960060-42650	VENDORS FEE	\$2,010	\$1,274	\$2,000	\$1,500	
2960060-43510	INTEREST	\$54,767	\$7,671	\$55,000	\$45,000	
2960060-43920	INSURANCE REIMBURSEMENT	\$6,190	(\$0)	(\$0)	(\$0)	
2960060-44130	MISCELLANEOUS	\$34,310	\$65,667	\$40,000	\$50,000	
2960060-44150	FINANCE CHARGES	\$1,088	(\$0)	\$1,500	(\$0)	
		\$239,735	\$82,843	\$148,500	\$96,500	

29 LANDFILL ENTERPRISE FUND - 60 LANDFILL

2960050-42810	CONCRETE	\$70,856	\$106,265	\$200,000	\$150,000	
2960050-42811	OTHER RECYCLABLE METALS	\$3,555	\$3,092	\$3,000	\$3,000	
2960050-42812	ANIMALS	\$1,026	\$927	\$1,000	\$1,000	
2960050-42813	NON-FRIABLE ASBESTOS	\$432	\$3,337	\$500	\$2,500	
2960050-42814	APPLIANCES	\$11,595	\$18,380	\$13,500	\$18,000	
2960050-42815	BRUSH & WOOD	\$180,656	\$202,760	\$140,000	\$178,000	
2960050-42816	CITY OF GLENWOOD	\$19,701	\$14,320	\$20,000	\$20,000	
2960050-42817	CONSTRUCTION WASTE MIXED	\$668,827	\$666,707	\$750,000	\$665,000	
2960050-42818	CONTAMINATED SOIL	\$24,611	\$10,567	(\$0)	\$10,000	
2960050-42819	MUNICIPAL WASTE	\$1,045,981	\$1,016,537	\$1,100,000	\$1,074,210	
2960050-42820	RESIDENTIAL/MIXED	\$91,314	\$127,207	\$85,000	\$88,000	
2960050-42821	SLUDGE	\$18,451	\$22,918	\$17,500	\$20,000	
2960050-42822	CAR WASH SLUDGE	\$70,470	(\$0)	\$100,000	\$80,000	
2960050-42823	SEPTIC SLUDGE	\$283,509	\$212,578	\$232,500	\$300,000	
2960050-42824	TIRES - PASSENGER/LT TRUCK	\$21,855	\$20,353	\$18,500	\$19,000	
2960050-42825	TIRES - LARGE TRUCK	\$2,330	\$1,850	\$4,000	\$3,000	
2960050-42826	TIRES - EQUIPMENT	\$630	\$980	\$500	\$1,000	
2960050-42827	COMPOST FEE	\$58,389	\$84,963	\$105,000	\$60,000	
2960050-42828	SCRAP METAL/RECYCLE FEES	\$6,025	\$7,047	\$6,500	\$3,000	
2960050-42829	CLEAN OUT FEE	\$1,650	(\$0)	\$2,000	\$1,000	
2960050-42830	ELECTRONICS	\$52,459	\$52,647	\$43,000	\$55,000	
		\$2,634,322	\$2,573,434	\$2,842,500	\$2,751,710	

\$2,874,058 \$2,656,277 \$2,991,000 \$2,848,210

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
29 LANDFILL ENTERPRISE FUND - 000						
2960-60000	PROJECTS	\$685,966	\$42,000	\$680,000	\$30,000	Cardboard Enclosure Fence
					\$120,000	Leachate Control
	TOTAL PROJECTS	\$685,966	\$42,000	\$680,000	\$150,000	
	TOTAL 000 -	\$685,966	\$42,000	\$680,000	\$150,000	
29 LANDFILL ENTERPRISE FUND - 610 LANDFILL ADMINISTRATION						
29610-51110	REGULAR EMPLOYEES	\$591,729	\$707,415	\$621,284	\$770,000	Landfill Manager Crew Leader - Landfill Accounting Technician/Cashier Landfill Recycling Technician Equipment Operator III - Landfill (3) Equipment Operator II - Landfill Equipment Operator I - Landfill Public Information Officer (25%)
29610-51120	PART-TIME EMPLOYEES	\$18,232	\$3,211	\$0	\$0	
29610-51140	OVERTIME	\$35,656	\$22,615	\$30,000	\$30,000	
29610-51210	HEALTH INSURANCE PREMIUMS	\$145,672	\$167,536	\$151,020	\$196,776	
29610-51220	LONG TERM DISABILITY	\$1,605	\$1,830	\$2,069	\$1,918	
29610-51230	BASIC LIFE INSURANCE	\$1,348	\$1,493	\$1,632	\$1,982	
29610-51250	FICA CONTRIBUTIONS	\$46,451	\$57,374	\$47,528	\$56,087	
29610-51260	RETIREMENT CONTRIBUTIONS	\$25,379	\$42,655	\$43,489	\$51,322	
29610-51270	UNEMPLOYMENT COMPENSATION	\$1,821	\$2,177	\$1,755	\$640	
29610-51280	WORKERS' COMPENSATION	\$17,626	\$9,752	\$23,401	\$24,000	
29610-51360	EMPLOYEE ONBOARDING	\$70	\$106	\$400	\$400	
29610-51380	UNIFORM ALLOWANCE	\$3,617	\$3,996	\$3,960	\$4,000	
29610-51410	UTILITIES	\$9,422	\$20,981	\$14,200	\$12,000	ELECTRIC
					\$10,000	TELEPHONE and RADIOS
					\$7,000	PORT-A-POTTIES
	TOTAL UTILITIES	\$9,422	\$20,981	\$14,200	\$29,000	
29610-51610	SUPPLIES	\$11,851	\$13,489	\$22,200	\$2,500	JANITORIAL
					\$5,000	MISCELLANEOUS MATERIALS
					\$2,500	OFFICE SUPPLIES
					\$3,200	POSTAGE
					\$2,500	PPE
					\$2,000	SMALL TOOLS
					\$500	PRINTING
					\$4,000	UNIFORMS
	TOTAL SUPPLIES	\$11,851	\$13,489	\$22,200	\$22,200	

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
29610-51710	PROFESSIONAL SERVICES	\$271,646	\$230,329	\$197,000	\$110,000	ENGINEERING INCLUDING GROUNDWATER
					\$3,000	CDL/RANDOM/TOWING
					\$20,000	LEGAL FEES AND PERMITS
					\$25,000	E-RECYCLING
					\$40,200	TESTING; COMPOST, SEPTIC, POND, STORMWATER, GEOTECH
	TOTAL PROFESSIONAL SERVICES	\$271,646	\$230,329	\$197,000	\$198,200	
29610-51810	MAINTENANCE & REPAIR	\$191,422	\$309,030	\$515,300	\$5,000	EQUIPMENT - INCLUDES GLASS PULVERIZER
					\$200,000	FUEL
					\$2,000	HARDWARE
					\$2,500	SUPPLIES
					\$10,000	VEHICLE
					\$100,000	HEAVY EQUIPMENT
					\$7,000	LANDSCAPING AND LITTER PICKERS
					\$20,000	PARTS
	TOTAL MAINTENANCE & REPAIR	\$191,422	\$309,030	\$515,300	\$346,500	
29610-51920	RENT/LEASE - EQUIPMENT	\$384,022	\$294,480	\$306,900	\$120,000	GRINDER RENTAL
					\$42,900	6-WHEEL 25-TON ARTICULATING TRUCK
					\$52,800	938 LOADER
					\$42,000	950 LOADER
					\$85,200	D6 DOZER
					\$1,600	Rent GEM5000 for explosive gas testing
					\$75,000	Grader
					\$134,545	Bomag
	TOTAL RENT/LEASE - EQUIPMENT	\$384,022	\$294,480	\$306,900	\$554,045	
29610-51930	RENT/LEASE - BUILDING	\$0	\$4,675	\$0	\$5,300	CREW TRAILER FROM STORM
29610-52110	PUBLIC NOTICES	\$0	\$64	\$1,000	\$5,000	
29610-52120	EMPLOYMENT POSTING	\$45	\$504	\$150	\$150	
29610-52140	PROCUREMENT ADVERTISING	\$31	\$0	\$0	\$0	
29610-52210	PROFESSIONAL DEVELOPMENT				\$15,000	MOLO, CREF, CCWP, SAFETY TRAININGS
		\$634	\$11,577	\$3,400	\$4,200	TRAINING TRAVEL EXPENSES
	TOTAL PROFESSIONAL DEVELOPMENT	\$634	\$11,577	\$3,400	\$19,200	
29610-52410	PROFESSIONAL DUES AND MEMBERSH	\$861	\$0	\$2,000	\$2,000	SWANA MEMBERSHIP, CCWP RENEWALS
29610-52420	ORGANIZATIONAL DUES AND MEMBER	\$250	\$653	\$11,000	\$2,000	STA, USCC
29610-52810	OTHER OPERATING EXPENSE	\$26,604	\$4,371	\$0	\$2,000	Technology Items
29610-53510	PROPERTY INSURANCE	\$3,061	\$415	\$0	\$2,000	
29610-53520	LIABILITY AND CASUALTY INSURA	\$45,864	\$27,669	\$16,500	\$35,000	
29610-54110	BAD DEBTS	\$2,925	\$5,560	\$2,500	\$2,500	

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
29610-54310	INTERFUND COST OF SERVICE	\$139,977	\$142,777	\$145,632	\$148,545	
29610-54320	INTERFUND BILLING	\$4,635	\$4,728	\$4,728	\$4,919	2% increase
29610-55320	SEPTIC AND CAR WASH	\$0	\$0	\$3,500	\$3,500	VAC TRUCK FUNDS
29610-55330	COMPOSTING FEES	\$0	\$513	\$0	\$0	
29610-55340	TIRE DISPOSAL	\$0	\$20,238	\$22,000	\$22,000	
29610-55350	CONCRETE CRUSHING AND RECYCLIN	\$0	\$0	\$0	\$160,000	
29610-55360	LANDFILL CLOSURE COSTS	\$240,157	\$87,087	\$40,000	\$65,000	
29610-55370	LANDFILL POSTCLOSURE COSTS	\$215,788	\$46,745	\$32,000	\$35,000	
29610-55380	WEED CONTROL	\$5,250	\$3,200	\$5,000	\$5,000	
29610-55390	RECYCLING PROGRAM	\$78,285	\$119,827	\$90,000	\$95,000	
29610-55510	HOUSEHOLD HAZARDOUS WASTE	\$8,171	\$15,443	\$21,000	\$20,000	
29610-55610	DEPRECIATION	\$108,926	\$121,793	\$109,000	\$125,000	
29610-55910	TRANSFER TO FLEET SERVICE	\$25,000	\$25,000	\$100,000	\$144,000	New Water Truck
29610-59520	CAPITAL OUTLAY	\$52,653	\$0	\$0	\$0	
29610-59599	CAPITALIZED ASSETS	(\$738,619)	(\$42,000)	\$0	\$5,500	License Plate Camera for Scale House
TOTAL 610 - LANDFILL ADMINISTRATION		\$1,978,067	\$2,489,309	\$2,591,548	\$3,195,684	
29 LANDFILL ENTERPRISE FUND - 999 INTERFUND TRANSFERS						
29999-55930	TRANSFER TO CAPITAL PROJECTS	\$25,000	\$25,000	\$0	\$25,000	ERP Contribution
TOTAL 999 - INTERFUND TRANSFERS		\$25,000	\$25,000	\$0	\$25,000	
		\$2,689,033	\$2,556,309	\$3,271,548	\$3,370,684	

CAPITAL PROJECTS FUND

	2020 Actual	2021 Actual	2022 Revised Budget	2022 Actual (Est.)	2023 Budget
Revenue	\$1,190,479	\$5,280,935	\$3,775,577	\$3,253,282	\$4,019,997
Expenditures	<u>(\$2,232,578)</u>	<u>(\$2,314,444)</u>	<u>(\$3,108,442)</u>	<u>(\$3,011,752)</u>	<u>(\$6,680,159)</u>
Change in Fund Balance	<u>(\$1,851,599)</u>	\$2,966,491	\$667,135	\$241,530	<u>(\$2,660,162)</u>
Beginning Fund Balance	\$4,962,404	\$3,110,805	\$6,077,296	\$6,077,296	\$6,318,826
Ending Fund Balance	\$3,110,805	\$6,077,296	\$6,744,431	\$6,318,826	\$3,658,664
Reserves					
Parkland Fees	<u>(\$639,490)</u>	<u>(\$1,136,189)</u>	<u>(\$1,136,189)</u>	<u>(\$1,136,189)</u>	<u>(\$400,000)</u>
Water Storage Fees	<u>(\$2,290)</u>	<u>(\$2,290)</u>	<u>(\$2,290)</u>	<u>(\$2,289)</u>	<u>(\$2,290)</u>
Public Art (1% of projects)					<u>(\$164,213)</u>
Springridge Capital Fees	<u>(\$305,912)</u>	<u>(\$334,786)</u>	<u>(\$334,786)</u>	<u>(\$334,786)</u>	\$0
Glenwood Park Fees	<u>(\$3,375)</u>	<u>(\$3,375)</u>	<u>(\$3,375)</u>	<u>(\$3,375)</u>	<u>(\$3,375)</u>
Contingency Reserve (FAB)	<u>(\$2,000,000)</u>	<u>(\$2,000,000)</u>	<u>(\$2,000,000)</u>	<u>(\$2,000,000)</u>	<u>(\$2,500,000)</u>
Employee Retention Reserve	<u>\$0</u>	<u>(\$45,000)</u>	<u>(\$45,000)</u>	<u>(\$45,000)</u>	<u>(\$45,000)</u>
Available Reserves	\$159,738	\$2,555,656	\$3,222,791	\$2,797,187	\$543,786
Cash Balance as of 9/30/22	\$5,956,026				

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
31 CAPITAL PROJECTS - 00						
3100020-41210	GENERAL SALES TAX	\$1,020,746	\$3,045,966	\$3,130,172	\$3,259,186	Budget is flat from the 2022 revised forecast that is 7% over 2021 actuals.
3100020-41310	USE TAX	\$58,734	\$114,267	\$155,405	\$70,270	
		\$1,079,480	\$3,160,232	\$3,285,577	\$3,329,456	
31 CAPITAL PROJECTS - 00						
3100060-41220	AUDIT REVENUE	\$31,861	\$38,386	\$15,000	\$40,541	
3100060-42420	CREDIT CARD CONVENIENCE FEES	\$133	\$201	(\$0)	(\$0)	
3100060-43510	INTEREST	\$47,871	\$8,653	\$50,000	\$50,000	
3100060-43710	CONTRIBUTIONS/DONATIONS	\$5,065	\$500	(\$0)	(\$0)	
3100060-44130	MISCELLANEOUS	(\$0)	\$5,372	(\$0)	(\$0)	
3100060-44325	TRANSFER FROM LANDFILL	\$25,000	\$25,000	\$25,000	\$25,000	ERP Contribution
3100060-44385	TRANSFER FROM WA/SW	\$50,000	\$50,000	\$50,000	\$50,000	ERP Contribution
3100060-44390	TRANSFER FROM ELECTRIC	\$25,000	\$50,000	\$25,000	\$25,000	
		\$184,930	\$178,112	\$165,000	\$190,541	
31 CAPITAL PROJECTS - 00						
3100040-42310	GRANTS	(\$0)	\$39,978	(\$0)	(\$0)	Colorado Water Conservation Board (CWCB) grant for 3 Mile Park improvements
TOTAL GRANTS		(\$0)	\$39,978	(\$0)	(\$0)	
		(\$0)	\$39,978	(\$0)	(\$0)	
31 CAPITAL PROJECTS - 00						
3100070-44370	TRANSFER FROM GENERAL FUND	(\$0)	\$1,377,040	(\$0)	(\$0)	
		(\$0)	\$1,377,040	(\$0)	(\$0)	
31 CAPITAL PROJECTS - 30 PUBLIC WORKS						
3130030-42424	PARKLAND FEES - SPRINGRIDGE	\$17,324	\$28,874	(\$0)	(\$0)	
3130030-42425	PARK LAND FEES	\$7,453	\$496,699	\$325,000	\$500,000	
		\$24,777	\$525,573	\$325,000	\$500,000	
		\$1,289,187	\$5,280,935	\$3,775,577	\$4,019,997	

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
31 CAPITAL PROJECTS - 000						
3110-55910	TRANSFER TO FLEET SERVICE	\$0	\$0	\$0	\$42,000	Vehicle for IT with tools and a ladder to reduce the outsourcing of project labor
3110-59520	CAPITAL OUTLAY	\$0	\$0	\$0	\$150,000	PC replacement cycle
					\$318,000	IT Infrastructure -Host systems (3) \$45,000 -Storage arrays (2) \$200,000 -Switches (19) \$73,000
					\$60,000	Phones and conference facilities
					\$25,000	UPS back ups for servers (30)
					\$57,500	Global information systems
	TOTAL CAPITAL OUTLAY	\$0	\$0	\$0	\$610,500	
3110-60000	PROJECTS				\$250,000	ERP Implementation
					\$25,000	Cybersecurity emergency fund
		\$591,164	\$421,969	\$877,500	\$20,000	Camera project continued
	TOTAL PROJECTS	\$591,164	\$421,969	\$877,500	\$295,000	
3110-61000	DEPARTMENTAL	\$234,277	\$0	\$0	\$0	
	TOTAL 000 -	\$825,440	\$421,969	\$877,500	\$947,500	
31 CAPITAL PROJECTS - 000						
3120-55910	TRANSFER TO FLEET SERVICE	\$0	\$0	\$0	\$384,000	Rollover (\$120,000) 4 Ford Cruisers
3120-59520	CAPITAL OUTLAY	\$0	\$0	\$0	\$25,000	Carryover - (\$17,000) - K9
					\$35,000	Body worn cameras and vehicle systems
	TOTAL CAPITAL OUTLAY	\$0	\$0	\$0	\$60,000	
3120-60000	PROJECTS	\$0	\$0	(\$120,000)	\$25,000	Flock safety cameras
					\$24,000	Flooring in squad room and back hallway
	TOTAL PROJECTS	\$0	\$0	(\$120,000)	\$49,000	
3120-61000	DEPARTMENTAL	\$49,875	\$0	\$0	\$0	
	TOTAL 000 -	\$49,875	\$0	(\$120,000)	\$493,000	
31 CAPITAL PROJECTS - 000						
3135-55910	TRANSFER TO FLEET SERVICE	\$0	\$0	\$0	\$66,000	Parks Replacement Truck - F-250 with Lift Gate 1
					\$66,000	Parks Replacement Truck - F-250 with Lift Gate 2
					\$15,400	Parks New Bobcat Sickle Bar Mower
					\$55,200	Recreation New Small Truck
					\$66,000	Facilities New Truck - Ford F-250 with Lift Gate
					\$54,000	Facilities Ford Transit Van with tool rack & no rear seats
	TOTAL TRANSFER TO FLEET SERVICE	\$0	\$0	\$0	\$322,600	

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
3135-59520	CAPITAL OUTLAY	\$0	\$0	\$0	\$50,000	Community Center Fitness Equipment Replacements
					\$28,000	Community Center Tables and Chairs
					\$15,000	Community Center Rental Ice Skates
					\$7,500	Downtown Paver Repairs
					\$10,500	Art Center Tables and Chairs
					\$5,000	Adaptive and Accessibility Equipment at the Art Center
					\$7,000	Art Center Nesting Art Tables, Easels, Drawing boards
					\$322,520	Rollover - Community Center Generator
					\$18,000	Rollover - Air Compressor
					\$30,000	Rollover - City Hall Plumbing Isolation Valves
	TOTAL CAPITAL OUTLAY	\$0	\$0	\$0	\$493,520	
3135-60000	PROJECTS				\$300,000	Community Center HVAC Controller and VAV Retrofit
					\$50,000	Community Center landscape drainage and evaluation project
					\$114,400	Community Center pool paint and drywall
					\$3,500	Parks signage
					\$20,000	Project to transition waste bags on trails to biodegradable
					\$25,000	Two Rivers Park ballpark infield restoration
					\$100,000	Arts Center main hall floor repair
					\$75,000	Arts Center ADA access and bathroom conversion
		\$76,786	\$455,320	\$644,903	\$408,562	Rollover -9th and Cooper Parking Garage Repairs
					\$75,000	Rollover - Ice Rink Repairs and Improvements - Design Only include facilities building
					\$80,000	Rollover - Axtel Park Improvements
					\$10,000	Rollover - Two Rivers Park StairCase at Crows Nest
					\$63,000	Rollover - South Canyon Master Plan (2022- Rollover from Lone Pine)
					\$460,697	Rollover - Parks Headquarters Building
					\$8,500	Rollover - Parks signage
					\$40,712	Rollover - Remote Control Irrigation Upgrades
					\$45,275	Rollover - Remote Controlled Door Locks
	TOTAL PROJECTS	\$76,786	\$455,320	\$644,903	\$1,879,646	
3135-61000	DEPARTMENTAL	\$50,002	\$127,758	\$0	\$0	
	TOTAL 000 -	\$126,787	\$583,079	\$644,903	\$2,695,766	

31 CAPITAL PROJECTS - 000

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
3130-55910	TRANSFER TO FLEET SERVICE	\$0	\$0	\$0	\$106,800	T-870 Bobcat Track skid Steer for additional snow removal and construction demands
					\$216,000	Streets Department - Truck replacement of # 5 and #8 both 13 years olds
	TOTAL TRANSFER TO FLEET SERVICE	\$0	\$0	\$0	\$322,800	
3130-60000	PROJECTS	\$418,574	\$43,442	\$290,910	\$650,000	Streets and SWAT building - Covered storage for seasonal equipment and vehicles like street sweepers and pothole trailers
					\$45,000	(Carryover) South Yard improvements
					\$200,000	Project Contingency - \$200,000
	TOTAL PROJECTS	\$418,574	\$43,442	\$290,910	\$895,000	
3130-61000	DEPARTMENTAL	\$43,486	\$521	\$0	\$0	
	TOTAL 000 -	\$462,060	\$43,963	\$290,910	\$1,217,800	
31 CAPITAL PROJECTS - 000						
3115-60000	PROJECTS	\$0	\$0	\$0	\$30,000	Vehicle for Neighborhood Services position (shared position with Utilities)
	TOTAL 000 -	\$0	\$0	\$0	\$30,000	
31 CAPITAL PROJECTS - 000						
3125-61000	COMM DEV DEPARTMENTAL				\$445,000	3 Mile Park Improvements \$140,000 Design (2022 Carryover) \$330,000 (CWCB grant funding) \$445,000 (2023 new budget request)
		(\$1,292)	\$0	\$0	\$90,000	North Landing Design (2022 Carryover)
					\$37,000	Improvements required for 6F conversion from Vogelaar Park
	TOTAL COMM DEV DEPARTMENTAL	(\$1,292)	\$0	\$0	\$572,000	
	TOTAL 000 -	(\$1,292)	\$0	\$0	\$572,000	
31 CAPITAL PROJECTS - 390 SPECIAL WORKS ACTIVITIES TEAM						
31390-51110	REGULAR EMPLOYEES	\$221,435	\$205,748	\$201,997	\$180,000	Swat Crew Lead Swat Maintenance Specialist (2)
31390-51140	OVERTIME	\$2,995	\$2,041	\$2,000	\$2,000	
31390-51150	STANDBY AND CALLBACK PAY	\$9,342	\$10,050	\$2,000	\$10,000	
31390-51210	HEALTH INSURANCE PREMIUMS	\$46,209	\$37,901	\$43,932	\$33,156	
31390-51220	LONG TERM DISABILITY	\$710	\$571	\$684	\$568	
31390-51230	BASIC LIFE INSURANCE	\$578	\$382	\$524	\$504	
31390-51250	FICA CONTRIBUTIONS	\$17,487	\$17,000	\$15,453	\$13,876	
31390-51260	RETIREMENT CONTRIBUTIONS	\$9,877	\$13,124	\$14,140	\$12,697	
31390-51270	UNEMPLOYMENT COMPENSATION	\$686	\$637	\$579	\$580	
31390-51280	WORKERS' COMPENSATION	\$7,913	\$6,933	\$2,523	\$7,000	
31390-51360	EMPLOYEE ONBOARDING	\$0	\$20	\$0	\$0	
31390-51380	UNIFORM ALLOWANCE	\$1,400	\$1,560	\$7,000	\$3,000	

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
31390-51410	UTILITIES	\$6,224	\$4,038	\$35,700	\$22,700	
31390-51610	SUPPLIES	\$60,246	\$46,134	\$60,500	\$54,020	
31390-51710	PROFESSIONAL SERVICES	\$31,057	\$47,636	\$750	\$0	
31390-51810	MAINTENANCE & REPAIR	\$23,498	\$25,682	\$33,000	\$35,000	
31390-51920	RENT/LEASE - EQUIPMENT	\$541	\$0	\$3,000	\$10,000	
31390-51930	RENT/LEASE - BUILDING	\$76,226	\$37,604	\$44,716	\$44,716	
31390-52110	PUBLIC NOTICES	\$0	\$36	\$0	\$0	
31390-52210	PROFESSIONAL DEVELOPMENT	\$0	\$0	\$5,000	\$0	
31390-52510	GRANTS	\$9,606	\$0	\$0	\$0	
31390-52610	TECHNOLOGY	\$0	\$5,000	\$5,000	\$3,500	
31390-52710	CREDIT CARD FEES	\$645	\$386	\$0	\$0	
31390-52810	OTHER OPERATING EXPENSE	\$7,319	\$10,818	\$10,000	\$10,000	
31390-52820	TIF TO DDA	\$110,926	\$42,259	\$139,813	\$162,162	\$1,200,000 total receipts
31390-52825	ECONOMIC INCENTIVE REBATE	\$27,934	\$38,704	\$27,027	\$27,027	
31390-53520	LIABILITY AND CASUALTY INSURA	\$1,386	\$1,776	\$0	\$0	
31390-54310	INTERFUND COST OF SERVICE	\$86,304	\$88,031	\$89,791	\$91,587	
31390-55910	TRANSFER TO FLEET SERVICE	\$841,500	\$617,000	\$605,000	\$0	
31390-59520	CAPITAL OUTLAY	\$7,875	\$0	\$25,000	\$0	
TOTAL 390 - SPECIAL WORKS ACTIVITIES TEAM		\$1,609,916	\$1,261,070	\$1,375,129	\$724,094	
31 CAPITAL PROJECTS - 999 INTERFUND TRANSFERS						
31999-55980	TRANSFER TO OTHER FUNDS	\$68,000	\$0	\$40,000	\$0	
TOTAL 999 - INTERFUND TRANSFERS		\$68,000	\$0	\$40,000	\$0	
		\$3,140,786	\$2,310,080	\$3,108,442	\$6,680,159	

A&I FUND

	2020 Actual	2021 Actual	2022 Revised Budget	2022 Actual (Est.)	2023 Budget
Revenue	\$9,227,712	\$15,359,665	\$10,110,927	\$5,681,081	\$13,225,131
Expenditures	<u>(\$11,654,142)</u>	<u>(\$17,597,254)</u>	<u>(\$12,290,445)</u>	<u>(\$7,531,036)</u>	<u>(\$14,901,666)</u>
Change in Fund Balance	<u>(\$2,426,430)</u>	<u>(\$2,237,589)</u>	<u>(\$2,179,518)</u>	<u>(\$1,849,955)</u>	<u>(\$1,676,535)</u>
Beginning Fund Balance	\$17,253,646	\$14,827,216	\$12,589,627	\$12,589,627	\$10,739,672
Ending Fund Balance	\$14,827,216	\$12,589,627	\$10,410,109	\$10,739,672	\$9,063,137
Reserves:					
Bond Reserve (Restricted)	<u>(\$1,980,388)</u>	<u>(\$1,980,388)</u>	<u>(\$1,980,388)</u>	<u>(\$1,980,388)</u>	<u>(\$1,980,388)</u>
South Bridge	<u>(\$250,000)</u>	\$0	\$0	<u>(\$250,000)</u>	<u>(\$500,000)</u>
27th Street Underpass		<u>(\$750,000)</u>	<u>(\$750,000)</u>	<u>(\$750,000)</u>	\$0
6th Street Reserve	\$0	<u>(\$1,750,000)</u>	<u>(\$1,750,000)</u>	<u>(\$1,750,000)</u>	\$0
Theatre Reserve	<u>(\$704,112)</u>	<u>(\$704,112)</u>	<u>(\$704,112)</u>	<u>(\$704,112)</u>	<u>(\$704,112)</u>
Contingency	<u>(\$3,000,000)</u>	<u>(\$3,000,000)</u>	<u>(\$3,000,000)</u>	<u>(\$3,000,000)</u>	<u>(\$3,000,000)</u>
FAB Grant Reserve	<u>\$0</u>	<u>(\$75,730)</u>	<u>(\$86,037)</u>	<u>(\$118,596)</u>	<u>(\$118,596)</u>
Available Fund Balance	\$8,892,716	\$4,329,397	\$2,139,572	\$2,186,576	\$2,760,041
Cash Balance as of 9/30/22	\$12,470,055				

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
33 ACQUISITION & IMPROVEMENTS - 00						
3300020-41210	GENERAL SALES TAX	\$4,841,422	\$6,091,931	\$6,260,345	\$6,518,373	Budget is flat from the 2022 revised forecast that is 7% over 2021 actuals.
3300020-41310	USE TAX	\$182,036	\$228,534	\$310,812	\$175,677	
		\$5,023,458	\$6,320,465	\$6,571,157	\$6,694,050	
33 ACQUISITION & IMPROVEMENTS - 00						
3300060-41220	AUDIT REVENUE	\$63,721	\$76,773	\$30,000	\$81,081	
3300060-42310	GRANTS				\$4,000,000	RFTA contribution to South Bridge right of way acquisition.
					\$750,000	MMOF grant for Linden to Donegan bike path
		\$2,400,384	\$8,355,855	\$3,209,770	\$1,100,000	Main Street Grant for 6th Street
TOTAL GRANTS		\$2,400,384	\$8,355,855	\$3,209,770	\$5,850,000	
3300060-42420	CREDIT CARD CONVENIENCE FEES	\$393	\$463	(\$0)	(\$0)	
3300060-43510	INTEREST	\$200,578	\$1,472	\$100,000	\$150,000	
3300060-43710	CONTRIBUTIONS/DONATIONS	\$60,700	\$4,627	(\$0)	(\$0)	
3300060-43910	COST REIMBURSEMENTS	\$3,632	\$500,000	\$200,000	(\$0)	
3300060-44110	SALE OF ASSETS	\$1,206,813	(\$0)	(\$0)	(\$0)	
3300060-44130	MISCELLANEOUS	\$35	\$10	(\$0)	(\$0)	
		\$3,936,256	\$8,939,200	\$3,539,770	\$6,081,081	
33 ACQUISITION & IMPROVEMENTS - 00						
3300070-44310	TRANSFER FROM CAPITAL PROJECTS	\$68,000	(\$0)	(\$0)	(\$0)	
3300070-44320	TRANSFER FROM DDA	(\$0)	(\$0)	(\$0)	\$100,000	Downtown Maintenance
					\$350,000	Transfer in from DDA for contribution to construction of 6th Street.
TOTAL TRANSFER FROM DDA		(\$0)	(\$0)	(\$0)	\$450,000	
3300070-44330	TRANSFER FROM OTHER FUNDS	\$200,000	(\$0)	(\$0)	(\$0)	
3300070-44370	TRANSFER FROM GENERAL FUND	(\$0)	\$100,000	(\$0)	(\$0)	
		\$268,000	\$100,000	(\$0)	\$450,000	
		\$9,227,714	\$15,359,665	\$10,110,927	\$13,225,131	

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
---------	---------------------	-------------	-------------	---------------------	--------------	-------------

33 ACQUISITION & IMPROVEMENTS - 000

3335-60000	PROJECTS	\$2,624,225	\$95,556	\$1,988,411	\$0	
------------	----------	-------------	----------	-------------	-----	--

3335-61000	DEPARTMENT PROJECTS	\$0	\$1,359	\$0	\$0	
------------	---------------------	-----	---------	-----	-----	--

TOTAL 000 -		\$2,624,225	\$96,915	\$1,988,411	\$0	
--------------------	--	-------------	----------	-------------	-----	--

33 ACQUISITION & IMPROVEMENTS - 000

3330-60000	PROJECTS	\$4,556,344	\$13,298,432	\$5,738,900	\$25,000	7th Street Sidewalk - survey for in-house design
					\$1,000,000	South Bridge - Overall design completion
					\$125,000	Coke Ovens -Total project \$265,000 -FMLD Grant \$140,000
					\$975,000	Rollover (\$750,000 grant from Multimodal Transportation and Mitigation Fund) - 6th Street Trail - Donegan to Linden; added \$225,000 for design (\$100,000), SUE study (\$75,000), and right of way (\$50,000)
						- \$1,500,000 total project in 2024. Another \$750k needed from A&I then.
					\$300,000	8th Street design completion
					\$160,000	Rollover (\$160,000) - LoVa construction larger overall project funded with grants \$1.85 million grant funding from various sources
					\$2,450,000	Rollover (\$1,000,000) 6th Street Construction. \$2.1 million to 6th Street including \$1.1 million Main Street Grant and \$350k transfer from the DDA.
					\$50,000	Blake Street Project - May need to match grant for \$50k RFTA first and last mile.
					\$750,000	Rollover - 27th Street Underpass
					\$50,000	Access Line Breaks for gates - project may be done in-house.
					\$30,000	8th Street Temporary Sidewalk - May be done in-house
					\$4,000,000	Refunded by RFTA contribution to South Bridge Right of Way.
					\$15,000	South Midland completion

TOTAL PROJECTS	\$4,556,344	\$13,298,432	\$5,738,900	\$9,930,000	
----------------	-------------	--------------	-------------	-------------	--

TOTAL 000 -	\$4,556,344	\$13,298,432	\$5,738,900	\$9,930,000	
--------------------	-------------	--------------	-------------	-------------	--

33 ACQUISITION & IMPROVEMENTS - 300 A&I GENERAL GOVERNMENT

33300-51410	UTILITIES	\$29,671	\$37,087	\$35,000	\$40,000	
33300-51710	PROFESSIONAL SERVICES	\$49,838	\$28,768	\$50,000	\$50,000	Sales tax auditors and RICD
33300-52510	GRANTS	\$143,121	\$186,235	\$180,000	\$195,547	5% over 2021 actual
33300-52710	CREDIT CARD FEES	\$1,766	\$880	\$1,700	\$1,700	
33300-52820	TIF TO DDA	\$221,851	\$84,519	\$279,625	\$324,324	\$1,200,000 total
33300-52825	ECONOMIC INCENTIVE REBATE	\$68,686	\$46,837	\$54,054	\$54,055	

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
33300-53710	CONTRIBUTIONS/DONATIONS	\$97,500	\$97,500	\$98,050	\$25,000	LoVa Operations
					\$60,000	The Historical Museum is asking for twice their normal amount in part to facilitate a succession plan for the Executive Director who anticipates retirement in the next couple of years.
					\$17,000	Reudi Aquatics
	TOTAL CONTRIBUTIONS/DONATIONS	\$97,500	\$97,500	\$98,050	\$102,000	
33300-54310	INTERFUND COST OF SERVICE	\$314,554	\$320,845	\$327,262	\$333,807	
	TOTAL 300 - A&I GENERAL GOVERNMENT	\$926,987	\$802,672	\$1,025,691	\$1,101,433	
33 ACQUISITION & IMPROVEMENTS - 301 A&I PUBLIC WORKS						
33301-54710	ROUTINE MAINTENANCE	\$16,845	\$0	\$0	\$0	
	TOTAL 301 - A&I PUBLIC WORKS	\$16,845	\$0	\$0	\$0	
33 ACQUISITION & IMPROVEMENTS - 302 A&I CULTURE & RECREATION						
33302-51810	MAINTENANCE & REPAIR				\$4,000	River clean-up, Riverfest
					\$10,000	Fire mitigation on trails
		\$0	\$0	\$140,845	\$87,500	Right of Way tree maintenance
					\$16,845	Glenwood Meadows Metropolitan agreement for debris flow basin maintenance
	TOTAL MAINTENANCE & REPAIR	\$0	\$0	\$140,845	\$118,345	
33302-54710	ROUTINE MAINTENANCE	\$10,705	\$0	\$0	\$0	
	TOTAL 302 - A&I CULTURE & RECREATION	\$10,705	\$0	\$140,845	\$118,345	
33 ACQUISITION & IMPROVEMENTS - 303 A&I DEBT SERVICE						
33303-53910	PRINCIPAL - BONDS	\$1,295,000	\$1,335,000	\$1,375,000	\$635,000	Series 2018
					\$780,000	Series 2019
	TOTAL PRINCIPAL - BONDS	\$1,295,000	\$1,335,000	\$1,375,000	\$1,415,000	
33303-53930	INTEREST - BONDS	\$682,440	\$642,635	\$601,598	\$257,840	Series 2018
					\$271,513	Series 2019
	TOTAL INTEREST - BONDS	\$682,440	\$642,635	\$601,598	\$529,353	
33303-53960	ADMIN SERVICE FEES	\$1,600	\$1,600	\$0	\$0	
	TOTAL 303 - A&I DEBT SERVICE	\$1,979,040	\$1,979,235	\$1,976,598	\$1,944,353	
33 ACQUISITION & IMPROVEMENTS - 999 INTERFUND TRANSFERS						
33999-55980	TRANSFER TO OTHER FUNDS	\$1,540,000	\$1,420,000	\$1,420,000	\$1,387,535	Community Center
					\$200,000	Parks and Downtown Maintenance
					\$120,000	Employee Housing (EHOP)
					\$100,000	Special Events
	TOTAL TRANSFER TO OTHER FUNDS	\$1,540,000	\$1,420,000	\$1,420,000	\$1,807,535	
	TOTAL 999 - INTERFUND TRANSFERS	\$1,540,000	\$1,420,000	\$1,420,000	\$1,807,535	

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
		\$11,654,145	\$17,597,254	\$12,290,445	\$14,901,666	

GENERAL IMPROVEMENT DISTRICT

	2020	2021	2022	2022	2023
	Actual	Actual	Revised Budget	Actual (Est.)	Budget
Revenue	\$44,949	\$45,904	\$42,669	\$51,738	\$42,500
Expenditures	<u>(\$63,053)</u>	<u>(\$29,978)</u>	<u>(\$14,580)</u>	<u>(\$14,544)</u>	<u>(\$14,582)</u>
Change in Fund Balance	<u>(\$18,104)</u>	\$15,926	\$28,089	\$37,194	\$27,918
Beginning Fund Balance	\$114,247	\$132,351	\$148,277	\$148,277	\$185,471
Ending Fund Balance	\$132,351	\$148,277	\$176,366	\$185,471	\$213,389
Reserves					
Parking Garage			(\$100,000)	(\$100,000)	(\$100,000)
Available Fund Balance	\$132,351	\$148,277	\$76,366	\$85,471	\$113,389
Cash Balance as of 9/30/22	\$184,000				

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
37 GENERAL IMPROVEMENT DISTRICT - 00						
3700020-41110	PROPERTY TAXES	\$60,456	\$42,645	\$42,669	\$40,000	Revenues were \$40k in 2019, \$60k in 2020 and \$40k in 2021.
3700020-41120	DELINQUENT PROPERTY TAXES	\$2	(\$0)	(\$0)	(\$0)	
3700020-41150	SPECIFIC OWNERSHIP	\$2,822	\$3,207	(\$0)	\$2,500	
		\$63,280	\$45,851	\$42,669	\$42,500	
37 GENERAL IMPROVEMENT DISTRICT - 00						
3700060-43510	INTEREST	\$154	\$52	(\$0)	(\$0)	
		\$154	\$52	(\$0)	(\$0)	
		\$63,433	\$45,904	\$42,669	\$42,500	

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
37 GENERAL IMPROVEMENT DISTRICT - 282 GENERAL IMPROVEMENT DISTRICT #						
37282-51710	PROFESSIONAL SERVICES	\$0	\$15,810	\$0	\$0	
37282-52750	TREASURER'S FEES	\$843	\$854	\$1,000	\$1,000	
37282-54310	INTERFUND COST OF SERVICE	\$13,053	\$13,314	\$13,580	\$13,582	
37282-60000	PROJECTS	\$13,325	\$0	\$0	\$0	
TOTAL 282 - GENERAL IMPROVEMENT DISTRICT #		\$27,221	\$29,978	\$14,580	\$14,582	
		\$27,221	\$29,978	\$14,580	\$14,582	

VALE

	2020 Actual	2021 Actual	2022 Revised Budget	2022 Actual (Est.)	2023 Budget
Revenue	\$12,852	\$21,069	\$26,000	\$25,179	\$21,000
Expenditures	<u>(\$16,575)</u>	<u>(\$22,641)</u>	<u>(\$25,000)</u>	<u>(\$17,598)</u>	<u>(\$20,000)</u>
Change in Fund Balance	<u>(\$3,723)</u>	<u>(\$1,572)</u>	\$1,000	\$7,581	\$1,000
Beginning Fund Balance	\$36,383	\$32,660	\$31,088	\$31,088	\$38,669
Ending Fund Balance	\$32,660	\$31,088	\$32,088	\$38,669	\$39,669
Available Fund Balance	\$32,660	\$31,088	\$32,088	\$38,669	\$39,669
Cash Balance as of 9/30/22	\$25,000				

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
45 V.A.L.E. FUND - 10 GENERAL GOVERNMENT						
4510050-42426	V.A.L.E. ASSESSMENT	\$11,972	\$20,135	\$25,000	\$20,000	
		\$11,972	\$20,135	\$25,000	\$20,000	
45 V.A.L.E. FUND - 10 GENERAL GOVERNMENT						
4510060-43510	INTEREST	\$873	\$934	\$1,000	\$1,000	
4510060-44130	MISCELLANEOUS	\$6	(\$0)	(\$0)	(\$0)	
		\$879	\$934	\$1,000	\$1,000	
		\$12,851	\$21,069	\$26,000	\$21,000	

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
45 V.A.L.E. FUND - 132 V.A.L.E. FUND						
45132-56310	VICTIM/WITNESS ASSISTANCE	\$16,574	\$22,642	\$25,000	\$20,000	This fund has a cash balance of around \$30,000.
TOTAL 132 - V.A.L.E. FUND		\$16,574	\$22,642	\$25,000	\$20,000	
		\$16,574	\$22,642	\$25,000	\$20,000	

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
43 FIRE & EMS FUND - 00						
4300070-44355	TRANSFER FROM MARIJUANA TAX FU	(\$0)	\$100,000	\$85,000	\$100,000	
4300070-44370	TRANSFERS FROM GENERAL FUND	\$2,485,460	\$2,932,639	\$3,064,909	\$3,349,773	
4300070-44380	TRANSFER FROM RURAL FIRE DISTR	\$810,463	\$887,825	\$983,456	\$910,018	
		\$3,295,923	\$3,920,464	\$4,133,365	\$4,359,791	
43 FIRE & EMS FUND - 20 PUBLIC SAFETY						
4320030-42130	FIRE PERMITS	\$9,450	\$17,525	\$20,000	\$15,000	
		\$9,450	\$17,525	\$20,000	\$15,000	
43 FIRE & EMS FUND - 20 PUBLIC SAFETY						
4320040-42310	GRANTS	\$202,782	\$25,000	\$50,000	(\$0)	
		\$202,782	\$25,000	\$50,000	(\$0)	
43 FIRE & EMS FUND - 20 PUBLIC SAFETY						
4320050-42428	AMBULANCE FEES	\$875,306	\$844,228	\$850,000	\$850,000	
4320050-42429	MEDICARE/MEDICAID ADJUSTMENT	(\$302,837)	(\$386,438)	(\$300,000)	(\$375,000)	
		\$572,469	\$457,790	\$550,000	\$475,000	
43 FIRE & EMS FUND - 20 PUBLIC SAFETY						
4320060-43510	INTEREST	(\$0)	(\$0)	\$1,100	(\$0)	
4320060-43710	CONTRIBUTIONS/DONATIONS	\$200	\$1,799	\$200	(\$0)	
4320060-43910	COST REIMBURSEMENTS	\$2,250	\$104,057	(\$0)	\$100,000	
4320060-43920	INSURANCE REIMBURSEMENT	(\$0)	\$1,767	(\$0)	(\$0)	
4320060-44130	MISCELLANEOUS	\$178	\$4,898	\$5,000	(\$0)	
4320060-44140	BAD DEBT RECOVERY	\$24,194	\$26,770	\$25,000	\$25,000	
		\$26,822	\$139,292	\$31,300	\$125,000	
		\$4,107,446	\$4,560,071	\$4,784,665	\$4,974,791	

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
43 FIRE & EMS FUND - 133 FIRE & EMS						
43133-51110	REGULAR EMPLOYEES	\$2,095,238	\$2,283,194	\$2,386,061	\$2,457,000	Fire Chief Deputy Fire Chief Fire Marshall Emergency Services Coordinator Battalion Chief (3) Fire Lieutenant (3) Firefighter II/EMT Paramedic (5) Firefighter II/Engineer (6) Firefighter II/EMT Basic (3) Firefighter I/EMT Paramedic (2) Firefighter I/EMT Basic (2)
43133-51120	PART-TIME EMPLOYEES	\$198,334	\$176,853	\$200,000	\$200,000	
43133-51140	OVERTIME	\$36,015	\$52,128	\$125,000	\$75,000	
43133-51210	HEALTH INSURANCE PREMIUMS	\$490,889	\$511,333	\$531,756	\$563,051	
43133-51220	LONG TERM DISABILITY	\$6,018	\$5,823	\$7,766	\$5,652	
43133-51230	BASIC LIFE INSURANCE	\$5,074	\$4,775	\$6,227	\$6,182	
43133-51240	FPPA DEATH AND DISABILITY INS	\$48,386	\$53,317	\$66,723	\$64,811	
43133-51250	FICA CONTRIBUTIONS	\$44,703	\$48,110	\$35,217	\$48,618	
43133-51260	RETIREMENT CONTRIBUTIONS	\$105,496	\$187,583	\$166,322	\$177,686	
43133-51265	POLICE/FIRE RETIREMENT CONTRIB	\$159,928	\$177,583	\$177,981	\$189,900	
43133-51270	UNEMPLOYMENT COMPENSATION	\$6,692	\$7,090	\$6,783	\$7,100	
43133-51280	WORKERS' COMPENSATION	\$102,185	\$88,556	\$80,235	\$95,000	
43133-51360	EMPLOYEE ONBOARDING	\$0	\$6,840	\$0	\$6,000	
43133-51410	UTILITIES	\$42,439	\$49,950	\$48,000	\$55,000	
43133-51610	SUPPLIES	\$28,819	\$48,246	\$40,000	\$71,000	
43133-51710	PROFESSIONAL SERVICES	\$22,800	\$11,407	\$35,600	\$25,000	
43133-51810	MAINTENANCE & REPAIR	\$111,701	\$156,575	\$120,000	\$170,000	
43133-51920	RENT/LEASE - EQUIPMENT	\$1,915	\$1,565	\$1,200	\$2,000	
43133-52110	PUBLIC NOTICES	\$0	\$11	\$0	\$100	
43133-52120	EMPLOYMENT POSTING	\$0	\$163	\$0	\$250	
43133-52210	PROFESSIONAL DEVELOPMENT	\$16,675	\$27,599	\$30,000	\$40,000	
43133-52410	PROFESSIONAL DUES AND MEMBERSH	\$830	\$1,415	\$1,500	\$1,500	
43133-52420	ORGANIZATIONAL DUES AND MEMBER	\$0	\$25	\$0	\$1,000	
43133-52510	GRANTS	\$30,906	\$34,317	\$20,000	\$35,000	
43133-52610	TECHNOLOGY	\$0	\$18,935	\$0	\$50,000	
43133-52810	OTHER OPERATING EXPENSE	\$4,422	\$3,962	\$7,500	\$7,000	
43133-53230	OTHER CHEMICALS	\$2,840	\$54	\$0	\$2,000	
43133-53510	PROPERTY INSURANCE	\$11,615	\$11,771	\$12,400	\$12,400	
43133-53520	LIABILITY AND CASUALTY INSURA	\$17,044	\$16,060	\$18,000	\$19,440	

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
43133-53710	CONTRIBUTIONS/DONATIONS	\$34,643	\$34,643	\$30,000	\$34,500	Volunteer pension contribution
43133-53820	MEDICAL SUPPLIES	\$37,600	\$39,538	\$32,000	\$42,000	
43133-54110	BAD DEBTS	\$200,704	\$234,489	\$200,000	\$250,000	
43133-54210	COLLECTION EXPENSE	\$21,760	\$27,320	\$22,000	\$28,000	
43133-54310	INTERFUND COST OF SERVICE	\$219,185	\$223,569	\$228,040	\$232,601	
TOTAL 133 - FIRE & EMS		<u>\$4,104,855</u>	<u>\$4,544,798</u>	<u>\$4,636,311</u>	<u>\$4,974,791</u>	
		\$4,104,855	\$4,544,798	\$4,636,311	\$4,974,791	

CONSERVATION TRUST

	2020 Actual	2021 Actual	2022 Revised Budget	2022 Actual (Est.)	2023 Budget
Revenue	\$105,733	\$125,837	\$112,250	\$128,401	\$116,000
Expenditures	<u>\$0</u>	<u>(\$8,680)</u>	<u>(\$245,000)</u>	<u>(\$225,500)</u>	<u>(\$134,000)</u>
Change in Fund Balance	\$105,733	\$117,157	(\$132,750)	(\$97,099)	(\$18,000)
Beginning Fund Balance	\$235,272	\$341,005	\$458,162	\$458,162	\$361,063
Ending Fund Balance	\$341,005	\$458,162	\$325,412	\$361,063	\$343,063
Available Fund Balance	\$341,005	\$458,162	\$325,412	\$361,063	\$343,063
Cash Balance as of 9/30/22	\$545,174				

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
---------	---------------------	-------------	-------------	---------------------	--------------	-------------

48 CONSERVATION TRUST - 35 CULTURE AND RECREATION

4835040-42260	LOTTERY FUNDS	\$103,519	\$120,993	\$110,000	\$115,000	
---------------	---------------	-----------	-----------	-----------	-----------	--

\$103,519	\$120,993	\$110,000	\$115,000
-----------	-----------	-----------	-----------

48 CONSERVATION TRUST - 35 CULTURE AND RECREATION

4835060-43510	INTEREST	\$2,214	\$1,408	\$2,250	\$1,000	
---------------	----------	---------	---------	---------	---------	--

4835060-44130	MISCELLANEOUS	(\$0)	\$3,436	(\$0)	(\$0)	
---------------	---------------	-------	---------	-------	-------	--

\$2,214	\$4,844	\$2,250	\$1,000
---------	---------	---------	---------

\$105,733	\$125,837	\$112,250	\$116,000
-----------	-----------	-----------	-----------

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
48 CONSERVATION TRUST - 000						
4835-60000	PROJECTS	\$0	\$8,682	\$245,000	\$134,000	Tennis Courts resurfacing at the Community Center.
TOTAL 000 -		\$0	\$8,682	\$245,000	\$134,000	
		\$0	\$8,682	\$245,000	\$134,000	

FLEET FUND

	2020	2021	2022	2022 Actual	2023
	Actual	Actual	Revised Budget	(Est.)	Budget
Revenue	\$1,607,236	\$1,633,282	\$2,361,849	\$1,883,955	\$3,862,400
Expenditures	<u>(\$1,426,129)</u>	<u>(\$1,854,390)</u>	<u>(\$2,444,190)</u>	<u>(\$2,279,326)</u>	<u>(\$3,862,431)</u>
Change in Fund Balance	(\$181,107)	(\$221,108)	(\$82,341)	(\$395,371)	(\$31)
Beginning Fund Balance	\$4,728,182	\$4,547,075	\$4,325,967	\$4,325,967	\$3,930,596
Ending Fund Balance	\$4,547,075	\$4,325,967	\$4,243,626	\$3,930,596	\$3,930,565
Available Fund Balance	\$4,547,075	\$4,325,967	\$4,243,626	\$3,930,596	\$3,930,565
Cash Balance as of 9/30/22	-\$803,000				

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
64 FLEET SERVICE FUND - 00						
6400060-43510	INTEREST	\$4,555	\$56	\$15,000	\$4,000	
6400060-43920	INSURANCE REIMBURSEMENT	\$21,967	\$5,374	\$30,000	\$15,000	
6400060-44110	SALE OF ASSETS	\$9,000	(\$0)	\$177,000	\$75,000	
		\$35,522	\$5,430	\$222,000	\$94,000	
64 FLEET SERVICE FUND - 10 GENERAL GOVERNMENT						
6410050-43110	SERVICE GENERAL GOVERNMENT	\$589	\$1,549	\$5,000	\$241,000	
		\$589	\$1,549	\$5,000	\$241,000	
64 FLEET SERVICE FUND - 10 GENERAL GOVERNMENT						
6410070-44410	FUNDING GENERAL GOVERNMENT	\$636,500	(\$0)	\$12,500	\$42,000	Vehicle for IT with tools and a ladder to reduce the outsourcing of project labor
		\$636,500	(\$0)	\$12,500	\$42,000	
64 FLEET SERVICE FUND - 15 PUBLIC TRANSPORTATION						
6415050-43115	SERVICE PUBLIC TRANSPORTATION	\$872	\$1,164	\$5,000	\$4,500	
		\$872	\$1,164	\$5,000	\$4,500	
64 FLEET SERVICE FUND - 20 PUBLIC SAFETY						
6420050-43120	SERVICE PUBLIC SAFETY	\$154,234	\$196,684	\$225,000	\$370,000	
		\$154,234	\$196,684	\$225,000	\$370,000	
64 FLEET SERVICE FUND - 20 PUBLIC SAFETY						
6420070-44310	TRANSFER FROM CAPITAL PROJECTS	(\$0)	\$617,000	(\$0)	(\$0)	
6420070-44420	FUNDING PUBLIC SAFETY	(\$0)	(\$0)	(\$120,000)	\$384,000	Rollover (\$120,000) 4 Ford Cruisers
	TOTAL FUNDING PUBLIC SAFETY	(\$0)	(\$0)	(\$120,000)	\$384,000	
		(\$0)	\$617,000	(\$120,000)	\$384,000	
64 FLEET SERVICE FUND - 25 COMMUNITY/ECONOMIC DEVELOPMENT						
6425050-43125	SERVICE COM DEVELOPMENT	\$2,275	\$866	\$2,500	\$20,000	
		\$2,275	\$866	\$2,500	\$20,000	
64 FLEET SERVICE FUND - 30 PUBLIC WORKS						
6430050-43130	SERVICE PUBLIC WORKS	\$127,876	\$113,747	\$175,000	\$500,000	
		\$127,876	\$113,747	\$175,000	\$500,000	

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
6430070-44310	TRANSFER FROM CAPITAL PROJECTS	\$205,000	(\$0)	\$605,000	(\$0)	
6430070-44430	FUNDING PUBLIC WORKS	(\$0)	(\$0)	(\$0)	\$106,800	T-870 Bobcat Track skid Steer for additional snow removal and construction demands
					\$216,000	Streets Department - Truck replacement of # 5 and #8 both 13 years olds
TOTAL FUNDING PUBLIC WORKS		(\$0)	(\$0)	(\$0)	\$322,800	
		\$205,000	(\$0)	\$605,000	\$322,800	

64 FLEET SERVICE FUND - 35 CULTURE AND RECREATION

6435050-43135	SERVICE CULTURE & RECREATION	\$61,001	\$97,763	\$98,340	\$390,000
		\$61,001	\$97,763	\$98,340	\$390,000

64 FLEET SERVICE FUND - 35 CULTURE AND RECREATION

6435070-44435	FUNDING CULTURE & RECREATION	(\$0)	(\$0)	\$106,500	\$66,000	Parks Replacement Truck - F-250 with Lift Gate 1
					\$66,000	Parks Replacement Truck - F-250 with Lift Gate 2
					\$15,400	Parks New Bobcat Sickle Bar Mower
					\$55,200	Recreation New Small Truck
					\$66,000	Facilities New Truck - Ford F-250 with Lift Gate
					\$54,000	Facilities Ford Transit Van with tool rack & no rear seats
TOTAL FUNDING CULTURE & RECREATION		(\$0)	(\$0)	\$106,500	\$322,600	
		(\$0)	(\$0)	\$106,500	\$322,600	

64 FLEET SERVICE FUND - 45 WATER

6445050-43140	SERVICE WATER & SEWER	\$83,615	\$122,675	\$95,000	\$325,000
		\$83,615	\$122,675	\$95,000	\$325,000

64 FLEET SERVICE FUND - 45 WATER

6445070-44385	TRANSFER FROM WA/SW	(\$0)	(\$0)	\$30,000	(\$0)	
6445070-44440	FUNDING WATER & SEWER	\$50,000	\$212,000	\$195,000	\$72,000	Water Treatment 3/4 Ton W/Plow
TOTAL FUNDING WATER & SEWER		\$50,000	\$212,000	\$195,000	\$72,000	
		\$50,000	\$212,000	\$225,000	\$72,000	

64 FLEET SERVICE FUND - 50 ELECTRIC

6450050-43145	SERVICE ELECTRIC	\$36,031	\$45,013	\$50,000	\$125,000
		\$36,031	\$45,013	\$50,000	\$125,000

64 FLEET SERVICE FUND - 50 ELECTRIC

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
6450070-44445	FUNDING ELECTRIC	\$155,372	\$115,000	\$100,000	\$63,000	New On-Call F-250 Truck
					\$18,000	Heavy Equipment Trailer
					\$240,000	Bucket Truck - Approved in 2022 budget, will be received in 2023.
	TOTAL FUNDING ELECTRIC	\$155,372	\$115,000	\$100,000	\$321,000	
		\$155,372	\$115,000	\$100,000	\$321,000	
64 FLEET SERVICE FUND - 51 BROADBAND						
6451050-43160	SERVICE BROADBAND	(\$0)	\$8,764	\$40,000	\$28,000	
		(\$0)	\$8,764	\$40,000	\$28,000	
64 FLEET SERVICE FUND - 51 BROADBAND						
6451070-44460	FUNDING BROADBAND	(\$0)	\$45,900	\$300,000	\$72,000	Two Hybrid Escapes or Ford Mavericks
		(\$0)	\$45,900	\$300,000	\$72,000	
64 FLEET SERVICE FUND - 55 AIRPORT						
6455050-43150	SERVICE AIRPORT	\$2,813	\$1,127	\$3,000	\$4,500	
		\$2,813	\$1,127	\$3,000	\$4,500	
64 FLEET SERVICE FUND - 60 LANDFILL						
6460050-43155	SERVICE LANDFILL	\$26,914	\$23,598	\$40,000	\$80,000	
		\$26,914	\$23,598	\$40,000	\$80,000	
64 FLEET SERVICE FUND - 60 LANDFILL						
6460070-44455	FUNDING LANDFILL	\$25,000	\$25,000	\$172,009	\$144,000	New Water Truck
		\$25,000	\$25,000	\$172,009	\$144,000	
		\$1,603,614	\$1,633,282	\$2,361,849	\$3,862,400	

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
64 FLEET SERVICE FUND - 000						
6430-60000	FLEET PW EQUIP PURCHASES	\$0	\$10,000	\$0	\$0	
TOTAL 000 -		\$0	\$10,000	\$0	\$0	
64 FLEET SERVICE FUND - 110 FLEET MAINTENANCE						
64110-51110	REGULAR EMPLOYEES	\$276,674	\$291,512	\$345,770	\$334,205	Fleet Maintenance Superintendent Technician/Welder III -Fleet Technician/Welder II - Fleet Technician/Welder III -Fleet
64110-51140	OVERTIME	\$0	\$118	\$0	\$0	
64110-51210	HEALTH INSURANCE PREMIUMS	\$60,427	\$63,358	\$62,376	\$66,108	
64110-51220	LONG TERM DISABILITY	\$842	\$826	\$1,092	\$966	
64110-51230	BASIC LIFE INSURANCE	\$690	\$663	\$898	\$763	
64110-51250	FICA CONTRIBUTIONS	\$19,963	\$21,803	\$26,451	\$24,349	
64110-51260	RETIREMENT CONTRIBUTIONS	\$12,753	\$22,576	\$24,203	\$22,280	
64110-51270	UNEMPLOYMENT COMPENSATION	\$783	\$831	\$909	\$910	
64110-51280	WORKERS' COMPENSATION	\$7,579	\$10,547	\$6,353	\$8,000	
64110-51380	UNIFORM ALLOWANCE	\$1,400	\$1,400	\$0	\$1,400	
64110-51410	UTILITIES	\$21,285	\$18,350	\$22,000	\$23,000	
64110-51610	SUPPLIES				\$23,500	Small Tools, Recovery trailer, 1234 A/C machine
					\$1,500	Office Supplies and New printer for techs
		\$11,742	\$18,350	\$13,350	\$3,600	Janitorial Fleet Shop
					\$500	Toners for printer
					\$3,000	PPE
					\$6,500	Uniform, shop rags, rug service
					\$250	Drinking water for shop
	TOTAL SUPPLIES	\$11,742	\$18,350	\$13,350	\$38,850	
64110-51710	PROFESSIONAL SERVICES	\$11,340	\$14,555	\$11,600	\$6,000	CDL Training, Consulting and Other
64110-51810	MAINTENANCE & REPAIR	\$204,113	\$409,761	\$240,900	\$80,000	Building Repairs, roof, lighting, building maintenance
					\$225,000	Fuel
					\$200,000	Fleet Parts and Supplies for Vehicles and Equipment
					\$14,500	Fire Alarms, Fuel for Fleet Vehicles, Supplies, and Small Equipment Maintenance, 4 post lift repair.
	TOTAL MAINTENANCE & REPAIR	\$204,113	\$409,761	\$240,900	\$519,500	
64110-52210	PROFESSIONAL DEVELOPMENT	\$315	\$3,713	\$5,000	\$5,000	Travel Expenses Air, Hotel, Other (Parking)
					\$7,000	Training and Conference Fees. ASE certifications, A/C certifications, EV and Hybrid Battery Training
	TOTAL PROFESSIONAL DEVELOPMENT	\$315	\$3,713	\$5,000	\$12,000	

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
64110-52410	PROFESSIONAL DUES AND MEMBERSH	\$26	\$386	\$500	\$3,600	Professional Dues and Memberships. AMAZON, ALLDATA, Fire Mechanics, Fleet Pros, Dodge Gateway
64110-52440	PROFESSIONAL SUBSCRIPTION	\$2,614	\$1,269	\$2,750	\$3,600	
64110-52610	TECHNOLOGY	\$0	\$5,000	\$0	\$50,000	Upgrade to the Fleet Software to FASTER
					\$2,500	Diagnostic Software Updates
	TOTAL TECHNOLOGY	\$0	\$5,000	\$0	\$52,500	
64110-52810	OTHER OPERATING EXPENSE	\$1,000	\$1,280	\$1,000	\$0	
64110-53510	PROPERTY INSURANCE	\$11,053	\$9,565	\$14,000	\$10,000	
64110-53520	LIABILITY AND CASUALTY INSURA	\$2,108	\$2,841	\$2,600	\$2,808	
64110-53540	DEDUCTIBLES PAID	\$6,000	\$0	\$5,000	\$5,000	
64110-54310	INTERFUND COST OF SERVICE	\$48,239	\$49,204	\$50,188	\$51,192	
64110-54710	ROUTINE MAINTENANCE	\$156,562	(\$768)	\$0	\$0	
64110-55610	DEPRECIATION	\$924,356	\$873,979	\$925,000	\$900,000	
64110-59520	CAPITAL OUTLAY	\$0	\$43,617	\$679,000	\$65,000	New Tire Alignment Machine for the 4 Post Lift
					\$30,000	Automated Gate Opener for Facility
					\$384,000	Rollover (\$120,000) 4 Ford Cruisers
					\$216,000	Streets Department - Truck replacement of # 5 and #8 both 13 years olds
					\$66,000	Parks Replacement Truck - F-250 with Lift Gate 1
					\$66,000	Parks Replacement Truck - F-250 with Lift Gate 2
					\$15,400	Parks New Bobcat Sickle Bar Mower
					\$55,200	Recreation New Small Truck
					\$54,000	Facilities Ford Transit Van with tool rack & no rear seats
					\$18,000	Heavy Equipment Trailer
					\$240,000	Bucket Truck - Approved in 2022 budget, will be received in 2023.
					\$144,000	New Water Truck
					\$63,000	New On-Call F-250 Truck
					\$42,000	Vehicle for IT with tools and a ladder to reduce the outsourcing of project labor
					\$106,800	T-870 Bobcat Track skid Steer for additional snow removal and construction demands
					\$66,000	Facilities New Truck - Ford F-250 with Lift Gate
					\$72,000	Water Treatment 3/4 Ton W/Plow
					\$72,000	Two Hybrid Escapes or Ford Mavericks
	TOTAL CAPITAL OUTLAY	\$0	\$43,617	\$679,000	\$1,775,400	
64110-59599	CAPITALIZED ASSETS	\$0	(\$23,664)	\$0	\$0	
TOTAL 110 - FLEET MAINTENANCE		\$1,781,865	\$1,841,071	\$2,440,940	\$3,862,431	

\$1,781,865 \$1,851,071 \$2,440,940 \$3,862,431

FIRE EQUIPMENT REPLACEMENT

	2020	2021	2022	2022 Actual	2023
	Actual	Actual	Revised Budget	(Est.)	Budget
Revenue	\$1,550,641	\$1,052,239	\$995,120	\$1,001,083	\$1,355,158
Expenditures	<u>(\$1,287,703)</u>	<u>(\$103,535)</u>	<u>(\$275,467)</u>	<u>(\$73,778)</u>	<u>(\$2,323,000)</u>
Change in Fund Balance	\$262,938	\$948,704	\$719,653	\$927,305	(\$967,842)
Beginning Fund Balance	\$1,898,764	\$2,161,702	\$3,110,406	\$3,110,406	\$4,037,711
Ending Fund Balance	\$2,161,702	\$3,110,406	\$3,830,059	\$4,037,711	\$3,069,869
Reserves:					
Station Replacement			(\$2,000,000)	(\$1,999,999)	(\$2,000,000)
Available Fund Balance	\$2,161,702	\$3,110,406	\$1,830,059	\$2,037,712	\$1,069,869
Cash Balance as of 09/30/2022	\$3,100,000				

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
70 EMERGENCY SERVICES & EQUIPMENT - 00						
7020040-42310	GRANTS	\$918,214	(\$0)	(\$0)	(\$0)	
		\$918,214	(\$0)	(\$0)	(\$0)	
70 EMERGENCY SERVICES & EQUIPMENT - 00						
7000070-44370	TRANSFER FROM GENERAL FUND	\$370,635	\$623,795	\$659,577	\$915,090	
7000070-44380	TRANSFER FROM RURAL FIRE DISTR	\$202,070	\$213,563	\$240,543	\$340,068	
		\$572,705	\$837,358	\$900,120	\$1,255,158	
70 EMERGENCY SERVICES & EQUIPMENT - 20 PUBLIC SAFETY						
7020030-42950	FIRE IMPACT FEES	\$57,632	\$214,763	\$85,000	\$100,000	
		\$57,632	\$214,763	\$85,000	\$100,000	
70 EMERGENCY SERVICES & EQUIPMENT - 20 PUBLIC SAFETY						
7020060-43510	INTEREST	\$2,090	\$118	\$10,000	(\$0)	
		\$2,090	\$118	\$10,000	(\$0)	
		\$1,550,641	\$1,052,239	\$995,120	\$1,355,158	

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
70 EMERGENCY SERVICES & EQUIPMENT - 134 FIRE EQUIP REPLACEMENT						
70134-51810	MAINTENANCE & REPAIR	\$0	\$17,276	\$0	\$20,000	
70134-52510	GRANTS	\$918,214	\$0	\$0	\$0	
70134-59520	CAPITAL OUTLAY				\$875,000	Carryover on engine purchase
		\$362,190	\$86,259	\$275,467	\$60,000	Funds for purchase and up-fitting of replacement command vehicle
					\$48,000	Back-up generators for two fire stations
					\$20,000	New fire hose, hose roller, and rescue equipment
	TOTAL CAPITAL OUTLAY	\$362,190	\$86,259	\$275,467	\$1,003,000	
70134-59525	LAND ACQUISITION	\$7,300	\$0	\$0	\$1,300,000	
TOTAL 134 - FIRE EQUIP REPLACEMENT		\$1,287,703	\$103,535	\$275,467	\$2,323,000	
		\$1,287,703	\$103,535	\$275,467	\$2,323,000	

DDA FUND BUDGET

	2020	2021	2022	2022 Actual	2023
	Actual	Actual	Revised Budget	(Est.)	Budget
Revenue	\$930,796	\$373,772	\$1,109,614	\$1,150,000	\$1,100,000
Expenditures	<u>(\$463,694)</u>	<u>(\$202,853)</u>	<u>(\$1,077,145)</u>	<u>(\$520,000)</u>	<u>(\$1,728,756)</u>
Change in Fund Balance	\$467,102	\$170,919	\$32,469	\$630,000	(\$628,756)
Beginning Fund Balance	\$563,412	\$1,030,514	\$1,201,433	\$1,201,433	\$1,831,433
Ending Fund Balance	\$1,030,514	\$1,201,433	\$1,233,902	\$1,831,433	\$1,202,677
Reserves:					
Reserve Fund Balance			(\$350,000)	(\$350,000)	(\$350,000)
Project Reserves			(\$550,000)	(\$550,000)	\$0
Available Fund Balance		\$1,201,433	\$333,902	\$931,433	\$852,677
Cash Balance as of 9/30/22	\$2,222,000				

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
86 DOWNTOWN DEVELOPMENT AUTHORITY - 00						
8600020-41610	TIF PROPERTY TAXES	\$98,261	\$54,453	\$75,000	\$65,000	
8600020-41620	TIF SALES TAX	\$820,851	\$312,719	\$1,034,614	\$1,035,000	
		\$919,112	\$367,172	\$1,109,614	\$1,100,000	
86 DOWNTOWN DEVELOPMENT AUTHORITY - 10 GENERAL GOVERNMENT						
8600060-43510	INTEREST	\$8,634	\$530	(\$0)	(\$0)	
8600060-43650	MISCELLANEOUS LEASE	\$3,050	\$6,070	(\$0)	(\$0)	
		\$11,684	\$6,600	(\$0)	(\$0)	
		\$930,796	\$373,772	\$1,109,614	\$1,100,000	

2023 BUDGET

Account	Account Description	2020 Actual	2021 Actual	2022 Revised Budget	2023 Request	Description
---------	---------------------	-------------	-------------	---------------------	--------------	-------------

86 DOWNTOWN DEVELOPMENT AUTHORITY - 000

8610-60000	PROJECTS	\$44,010	\$54,560	\$0	\$0	
TOTAL 000 -		\$44,010	\$54,560	\$0	\$0	

86 DOWNTOWN DEVELOPMENT AUTHORITY - 000

8630-60000	PROJECTS	\$4,925	\$0	\$0	\$200,000	Cooper streetscape design
					\$100,000	Block 37 trash collection project
					\$450,000	6th Street phase 3 master plan
					\$35,000	6th Street private property parklets
TOTAL PROJECTS		\$4,925	\$0	\$0	\$785,000	
TOTAL 000 -		\$4,925	\$0	\$0	\$785,000	

86 DOWNTOWN DEVELOPMENT AUTHORITY - 180 DOWNTOWN DEVELOPMENT AUTHORITY

86180-51610	SUPPLIES	\$0	\$0	\$4,650	\$4,650	
86180-51710	PROFESSIONAL SERVICES	\$124,690	\$104,430	\$604,859	\$140,000	Executive Director, Legal, Minutes, Website
86180-52310	MISC. TRAVEL	\$0	\$0	\$5,000	\$8,000	Board meeting food, conferences, etc.
86180-52510	GRANTS	\$156,000	\$10,000	\$150,000	\$150,000	Façade grants
86180-52750	TREASURER'S FEES	\$929	\$1,089	\$1,200	\$1,200	
86180-52810	OTHER OPERATING EXPENSE	\$2,000	\$3,000	\$100,000	\$75,000	Economic development
					\$50,000	DDA contingency
TOTAL OTHER OPERATING EXPENSE		\$2,000	\$3,000	\$100,000	\$125,000	
86180-53520	LIABILITY AND CASUALTY INSURA	\$813	\$1,030	\$1,350	\$1,458	
86180-53940	INTEREST - OTHER DEBT	\$8,617	\$6,601	\$87,500	\$40,410	
86180-54310	INTERFUND COST OF SERVICE	\$21,709	\$22,143	\$22,586	\$23,038	
86180-55920	TRANSFER TO A&I	\$100,000	\$0	\$100,000	\$350,000	Contribution to 6th Street construction
					\$100,000	Contribution to downtown maintenance
TOTAL TRANSFER TO A&I		\$100,000	\$0	\$100,000	\$450,000	
TOTAL 180 - DOWNTOWN DEVELOPMENT AUTHORITY		\$414,759	\$148,293	\$1,077,145	\$943,756	
		\$463,694	\$202,853	\$1,077,145	\$1,728,756	

City of Glenwood Springs, Colorado
Statement of Revenues, Expenditures and Changes in Net Position
Proprietary Funds
For the Year Ended December 31, 2021

	Water and Sewer	Electric System	Airport Operations	Landfill Operations	Broadband	Totals	Governmental Activities Internal Service Funds Totals
Operating Revenues:							
Rentals	-	-	30,350	-	-	30,350	-
Charges and fees	8,217,445	14,407,927	183,063	2,573,435	752,396	26,134,266	612,952
Other	1,185	124,548	-	66,941	240	192,914	-
Total Operating Revenues	<u>8,218,630</u>	<u>14,532,475</u>	<u>213,413</u>	<u>2,640,376</u>	<u>752,636</u>	<u>25,604,894</u>	<u>612,952</u>
Operating Expenses:							
Purchased power	-	9,744,328	-	-	-	9,744,328	-
Operations and maintenance	3,247,056	1,837,316	214,815	1,319,286	1,084,971	7,703,444	980,411
General and administrative	1,451,167	1,008,414	22,571	1,075,048	16,049	3,573,249	-
Improvements	-	63,455	-	-	-	63,455	-
Depreciation	1,924,449	955,621	17,457	121,792	103,862	3,123,181	873,979
Total Operating Expenses	<u>6,622,672</u>	<u>13,609,134</u>	<u>254,843</u>	<u>2,516,126</u>	<u>1,204,882</u>	<u>23,002,775</u>	<u>1,854,390</u>
Operating Income (Loss)	<u>1,595,958</u>	<u>923,341</u>	<u>(41,430)</u>	<u>124,250</u>	<u>(452,246)</u>	<u>2,149,873</u>	<u>(1,241,438)</u>
Non-Operating Revenues (Expenses):							
Gain (loss) on disposition of asset	-	(34,158)	-	-	-	(34,158)	-
Investment income	7,552	7,991	-	7,671	7	23,221	56
Grants and contributions	25,002	-	9,137	8,230	-	42,369	-
Interest expense	(242,816)	(184,049)	-	-	-	(426,865)	-
Insurance recoveries	4,604	104	-	-	-	4,708	5,374
Total Non-Operating Revenues (Expenses)	<u>(205,658)</u>	<u>(210,112)</u>	<u>9,137</u>	<u>15,901</u>	<u>7</u>	<u>(390,725)</u>	<u>5,430</u>
Income (Loss) Before Transfers and Capital Contributions	<u>1,390,300</u>	<u>713,229</u>	<u>(32,293)</u>	<u>140,151</u>	<u>(452,239)</u>	<u>1,759,148</u>	<u>(1,236,008)</u>
Transfer (out)	(642,000)	(11,969,745)	-	(50,000)	(229,949)	(12,891,694)	-
Transfer in	-	184,049	-	-	10,798,603	10,982,652	1,014,900
Capital contributions	-	193,282	-	-	-	193,282	-
Change in Net Position	<u>748,300</u>	<u>(10,879,185)</u>	<u>(32,293)</u>	<u>90,151</u>	<u>10,116,415</u>	<u>43,388</u>	<u>(221,108)</u>
Net Position - Beginning of Year	<u>36,318,498</u>	<u>23,748,425</u>	<u>644,265</u>	<u>3,172,432</u>	<u>-</u>	<u>63,883,620</u>	<u>4,547,075</u>
Net Position - End of Year	<u>37,066,798</u>	<u>12,869,240</u>	<u>611,972</u>	<u>3,262,583</u>	<u>10,116,415</u>	<u>63,927,008</u>	<u>4,325,967</u>

The notes to the financial statements are an integral part of this statement.

ORDINANCE NO. 02

Series of 2023

**AN ORDINANCE OF THE CITY OF GLENWOOD SPRINGS,
COLORADO, AMENDING THE 2023 APPROPRIATION ORDINANCE
TO REFLECT CARRYOVERS FROM THE 2022 BUDGET,
REALLOCATION OF FUNDS, AND EXPENDITURES APPROVED
AFTER SUBMISSION OF THE 2023 BUDGET.**

INTRODUCED, READ, PASSED, AND ORDERED PUBLISHED BY TITLE ONLY
THIS 4th DAY OF MARCH, 2023.

CITY OF GLENWOOD SPRINGS, COLORADO

ATTEST:

Ingrid Wussow, Mayor

Ryan Muse, City Clerk

Exhibit A
Ordinance 02 - Series of 2023
4-May-23

GENERAL FUND

Expenditures

\$141,293

Tree Lighting	\$50,000	01154 - 51710 Professional Services
Rosebud Cemetery	\$54,020	01154 - 51710 Professional Services
6th St and Grand Avenue	\$20,000	01154 - 51710 Professional Services
Building maintenance	\$5,000	01122 - 51810 Maintenance and Repair
Comprehensive Plan	\$12,273	01141 - 51710 Professional Services

Approved March 2
Maintenance Contract April through October
Downtown Tree Lighting approved 3/2/2023
Not included in original budget appropriation
Comprehensive Plan carryover from 2022

STREET TAX FUND

Revenues

\$180,000

Transfer from Capital Projects	\$180,000	1300070 - 44310 Transfer from Cap Proj
--------------------------------	-----------	--

Recognizes revenue in Street Tax Fund

Expenditures

\$180,000

(1)	Red Mountain North	\$180,000	1330 - 60000 Projects
-----	--------------------	-----------	-----------------------

Additional appropriation to Red Mtn North project

BUS TAX FUND

Expenditures

\$100,000

27th St Underpass Contribution	\$100,000	18170 - 53710 Contributions/Donations
--------------------------------	-----------	---------------------------------------

City Contribution approved 1/5/2023

LANDFILL FUND

(\$30,500)

Concrete Crushing	\$113,500	29610 - 55350 Concrete and Recycling
Water Truck	(\$144,000)	29610 - 55910 Transfer to Fleet

RFP 2023-02P approved February 16.
Out of budget to make room for Concrete Crushing

CAPITAL PROJECTS FUND

Revenues

\$100,000

GC FMLD Grant for Sayre Park	\$100,000	3100040 - 42310 Grants
------------------------------	-----------	------------------------

Requires \$30k match from the City

Expenditures

\$332,244

(1)	Remove Streets and SWAT storage	(\$650,000)	3130 - 60000 Projects
(1)	South Yard improvements	\$150,000	3130 - 60000 Projects
	Transfer funds out to Fleet Fund	\$320,000	313390 - 55910 Transfer to Fleet Fund
	Transfer to Street Tax Fund	\$180,000	313390 - 55925 Transfer to Street Tax Fund
	City Hall Roof Repairs	\$50,000	3135 - 60000 Projects
	Sayre Park Phase 2	\$130,000	3135 - 60000 Projects
	South Canyon Master Plan	\$113,521	3135 - 60000 Projects
	Council Chambers Upgrades	\$38,723	3110 - 60000 Projects

Unable to source budgeted storage facility
Permanent foundation system for buildings
Allocated to itemized list in Fleet Fund below
Added to Red Mountain North project
\$30k rollover from 2022
\$100k from grant plus \$30k match
RFP 2022-29P awarded 1/19/2023
RFP 2021-12P Carryover from 2022

A&I FUND

Expenditures

\$50,000

Annual Trail Maintenance	\$50,000	33302 - 51810 Maintenance and Repair
--------------------------	----------	--------------------------------------

Annual expenditure not included in original budget

FIRE EMS FUND

\$22,800

Wildfire Protection Plan	\$22,800	43133 - 51710 Professional Services
--------------------------	----------	-------------------------------------

Carryover for update to plan

FLEET FUND

Revenues

\$176,000

Transfer from Capital Projects	\$320,000	64200070 - 44310 Transfer from Cap Proj
Water Truck not purchased	(\$144,000)	6445070 - 44440 Funding Water/WW

Reappropriation from storage facility
Transfer not made to decrease landfill budget

Expenditures

\$455,000

(1)	Remove berm behind fleet building	\$150,000	64110 - 60000 Projects
(1)	Parking lot asphalt repairs	\$100,000	64110 - 60000 Projects
(1)	Finish fleet roof repairs	\$30,000	64110 - 51810 Repairs and Maintenance
(1)	Lights	\$40,000	64110 - 51610 Supplies
	Wash Bay Roof and Wiring	\$135,000	64110 - 60000 Projects

Open drainage access and adds storage
Fleet parking lot improvements
Fleet roof repairs
Added and replaced shop lights
Carryover from 2022 budget

(1) The Capital Projects Fund has a line item for \$650,000 for a covered storage facility in the South Yard to house seasonal equipment like street sweepers and the pothole trailer. We are not able to source that facility this year and staff is requesting the funds be reappropriated. Related items are marked with a (1).

Exhibit A
Ordinance 02 - Series of 2023
4-May-23

Debris Flow Emergency Allocation

<u>Expenditures</u>	\$500,000	
Mud and Debris Flow Clean up and Mitigation	\$100,000	2145 - 60000 Projects
	\$100,000	2146 - 60000 Projects
	\$300,000	3130 - 60000 Projects
		Water Projects - Debris Flow Mitigation
		Wastewater Projects - Debris Flow Mitigation
		Public Works Projects - Debris Flow Mitigation



City Council
STAFF REPORT
City of Glenwood Springs
May 4, 2023

Agenda Item: Ordinance 2023-08; Creation of 2C Housing Commission

Action Requested: Creation of advisory commission.

Department: Economic and Community Development

Presented By: Watkins Fulk-Gray, Hannah Klausman

Strategic Goals: Protect and Preserve our Quality of Life

Background Info: In November the voters passed a 2.5% increase in the accommodations tax designated to promote workforce housing. It was recommended that an outside advisory group be established that represents various interests in the community and can help determine how funds are spent.

Issues: None at this time.

Fiscal Impact: None.

Legal Review: NA

Staff Recommendation: Staff defers to Council.

ORDINANCE NO. 08

Series of 2023

AN ORDINANCE OF THE CITY OF GLENWOOD SPRINGS, COLORADO, AMENDING ARTICLE 020.020 OF THE GLENWOOD SPRINGS MUNICIPAL CODE TO PROVIDE FOR A WORKFORCE HOUSING FUND ADVISORY BOARD.

WHEREAS, the City of Glenwood Springs (“Glenwood Springs” or the “City”) is a home- rule municipality organized under Article XX of the Colorado Constitution and with the authority of the Glenwood Springs Home Rule Charter; and

WHEREAS, in November of 2022, voters passed ballot measure 2C, a 2.5% increase to the City's lodging tax dedicated to efforts to increase workforce housing through a multitude of potential programs or actions that were detailed in the ballot language; and

WHEREAS, in the enabling legislation for the ballot measure, Ordinance 2022-22, City Council tasked a Workforce Housing Fund Advisory Board to make recommendations to City Council pertaining to expenditures of the fund; and

WHEREAS, upon approval of Measure 2C, City Council requested City Staff work with members of the Glenwood Community Housing Coalition (the “Coalition”) to develop recommendations for the structure the Workforce Housing Fund Advisory Board; and

WHEREAS, Staff and the City's Housing Commission have engaged with representatives of the Coalition to create the framework of the Board discussed in **Exhibit A**, attached.

WHEREAS, City Council finds that these amendments are consistent with Article 020.020 of the Code, are necessary to address a demonstrated community need, and are consistent with the general purpose and intent of the Code; and

WHEREAS, City Council finds it is necessary and proper to amend portions of Article 020.020 of the Glenwood Springs Municipal Code as provided in this ordinance to establish a Workforce Housing Fund Advisory Board.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF GLENWOOD SPRINGS, COLORADO, ORDAINS:

Section 1. The foregoing recitals are incorporated herein as if set forth in full.

Section 2. Article 020.020 of the Glenwood Springs Municipal Code is hereby amended as set forth below with double underline text added and ~~strikethrough~~ text deleted.

020.020.010 – Boards and commissions created.

- (10) ~~Reserved.~~ Workforce Housing Fund Advisory Board,

020.020.020 – Composition of boards and commissions.

- (10) ~~Reserved.~~ Workforce Housing Fund Advisory Board

a. Seven (7) citizens, at least five (5) who are residents of the City and two (2) who may reside outside of the City but within Garfield County. The membership shall reflect the diversity of Glenwood Springs to ensure that the entire community and its needs are represented.

020.020.030 - Powers and duties of boards and commissions.

- (j) ~~Reserved.~~ Powers and duties of Workforce Housing Fund Advisory Board. The Powers and duties of Workforce Housing Fund Advisory Board shall be:

- (1) To advise City Council on the creation of workforce housing programs for 2C funds.
- (2) To evaluate and make recommendations regarding eligibility of projects for 2C funds and if funding is within the approved housing plan.
- (3) To ensure and advise City Council regarding whether funding is being used as intended.
- (4) To make recommendations within parameters of established housing programs.
- (5) Reporting on expended funds and program metrics to City Council on a twice-yearly basis, which report shall be made public.

020.020.040 - Appointment, removal, term and vacancies of boards and commissions.

- (a) Appointment and term of members. Except as otherwise provided, all appointments to the boards and commissions shall be by the City Council for terms of three (3) years each, and each member shall serve until his/her successor is appointed and takes office;

provided, however, that the initial terms of office may be shortened by the City Council so as to provide overlapping terms of office. Appointments shall expire the day before the first regular meeting of the City Council in each month according to the following schedule:

(3) April:

Local Liquor Licensing Authority;

Victim's Witnesses Assistance and Law Enforcement Board;

Historic Preservation Commission;

Workforce Housing Fund Advisory Board;

Glenwood Springs Housing Commission.

INTRODUCED, READ ON FIRST READING, PASSED AND ORDERED
PUBLISHED BY TITLE ONLY THIS ____ DAY OF MAY 2023.

CITY OF GLENWOOD SPRINGS, COLORADO

Ingrid Wussow, Mayor

ATTEST:

Ryan Muse, City Clerk

INTRODUCED, READ ON SECOND READING, AND ORDERED PUBLISHED BY
TITLE ONLY TO BE EFFECTIVE TEN DAYS FOLLOWING THE DATE OF SECOND
READING THIS __ DAY OF _____ 2023.

CITY OF GLENWOOD SPRINGS, COLORADO

Ingrid Wussow, Mayor

ATTEST:

Ryan Muse, City Clerk



City Council
STAFF REPORT
City of Glenwood Springs
May 4, 2023

Agenda Item: Work Session Times

Action Requested: Discussion about timing and frequency of future work sessions.

Department: City Administration

Presented By: Beverli Marshall

Strategic Goals: Provide Efficient and Responsive City Government

Background Info: NA

Issues: NA

Fiscal Impact: NA

Legal Review: NA

Staff Recommendation: NA



City Council
STAFF REPORT
City of Glenwood Springs
May 4, 2023

Agenda Item: Adjournment

Action Requested:

Department: City Clerk

Presented By:

Strategic Goals:

Background Info:

Issues:

Fiscal Impact:

Legal Review:

Staff Recommendation: