AGENDA

1000 Englewood Pkwy – Community Room
Englewood, CO 80110

City Council Study Session
Monday, Oct. 19, 2015 ◆6:00 p.m.

I. Financial Report 6:00-6:15 p.m.
Director of Finance and Administrative Services Shelley Becker will present the Finance Report.

II. McLellan Reservoir Engineering Report 6:15-7:00 p.m.
Utilities Director Tom Brennan will present the McLellan Reservoir Engineering Report.

III. Oxford/Windermere Intersection Pedestrian Access Discussion 7:00-7:30 p.m.
Public Works Director Rick Kahm and Traffic Engineer Ladd Vostry will be present to discuss pedestrian access at the Oxford Avenue and Windermere intersection.

Please note: If you have a disability and need auxiliary aids or services, please notify the City of Englewood (303-762-2405) at least 48 hours in advance of when services are needed.

City of Englewood

To: Mayor Randy Penn and City Council
Through: Eric Keck, City Manager
From: Shelley Becker, Finance and Administrative Services Director
Date: October 15, 2015
Subject: September 2015 Financial Report

GENERAL FUND REVENUES: The calendar year is approximately **75%** complete. YTD revenues received, **$34,395,230** are **82.6%** of the revenue estimate budgeted. The revised yearend revenue estimate of **$42,981,652** is **3.26%** or **$1,355,954** more than the 2015 budget revenue estimate.

	Budget	Sep-15	% Budget	YE Estimate	Dec-14	Sep-14	% YTD	$ Diff	% Diff
Revenues									
Property Tax	2,900,000	2,886,878	99.55%	2,900,000	2,892,433	2,866,799	99.11%	20,079	0.70%
Specific Ownership Tax	260,000	205,586	79.07%	260,000	291,670	190,950	65.47%	14,636	7.66%
Sales & Use Taxes	24,200,000	20,261,332	83.72%	26,081,262	24,839,297	18,481,668	74.40%	1,779,664	9.63%
Cigarette Tax	179,000	136,000	75.98%	179,000	188,652	137,472	72.87%	(1,472)	-1.07%
Franchise Fees	3,017,550	2,323,252	76.99%	3,148,550	3,207,978	2,216,394	69.09%	106,858	4.82%
Hotel/Motel Tax	12,000	10,750	89.58%	12,000	11,948	8,832	73.92%	1,918	21.72%
Licenses & Permits	1,107,122	1,215,023	109.75%	1,168,222	1,576,299	1,117,417	70.89%	97,606	8.73%
Intergovernmental Reven	1,400,924	1,165,120	83.17%	1,624,318	1,869,045	1,011,539	54.12%	153,581	15.18%
Charges for Services	3,335,262	2,282,425	68.43%	2,905,192	3,215,032	2,355,142	73.25%	(72,717)	-3.09%
Recreation	2,556,900	2,213,587	86.57%	2,485,500	2,466,421	2,232,404	90.51%	(18,817)	-0.84%
Fines & Forfeitures	1,396,844	802,698	57.47%	1,008,350	1,350,164	1,045,838	77.46%	(243,140)	-23.25%
Interest	88,164	62,666	71.08%	88,164	68,340	51,356	75.15%	11,310	22.02%
EMRF Rents	858,882	663,299	77.23%	858,882	684,683	503,694	73.57%	159,605	31.69%
Miscellaneous	313,050	166,614	53.22%	262,212	210,531	166,772	79.21%	(158)	-0.09%
Total Revenues	41,625,698	34,395,230	82.63%	42,981,652	42,872,493	32,386,277	75.54%	2,008,953	6.20%

Sales and Use Tax by Business Area:

Business Area	$ YTD Variance CY vs PY	% YTD Variance CY vs PY	YTD New Businesses	YTD Closed Businesses	YTD Net New (Closed) Businesses	Comments
Area 1	20,333	0.78%	18	(12)	6	In Jan 2014 we received additional tax dollars from a tax remitter that did not occur in Jan 2015. If we adjust for the timing of these receipts, Area 1 would report a favorable variance of $144,323 or 5.6% increase in 2015 over 2014.
Area 2	67,772	4.91%	24	(19)	5	Variance is due to better economic conditions experienced in 2015 versus 2014.
Area 3	217,324	18.54%	22	(19)	3	Variance is due primarily to better economic conditions in 2015 versus 2014.
Area 4	49,310	4.42%	7	(4)	3	Variance is due primarily to better economic conditions in 2015 versus 2014.
Area 5	33,085	5.35%	5	(4)	1	Variance is due primarily to better economic conditions in 2015 versus 2014. Please note the Littleton King Soopers reopened 1/28/2015 after being closed for a year during their reconstruction project at Broadway and Littleton Blvd.
Area 6	329,375	13.58%	43	(51)	(8)	Variance is due primarily to better economic conditions in 2015 versus 2014.
Area 7	676,745	12.20%	277	(168)	109	Variance is due primarily to better economic conditions in 2015 versus 2014.
Area 8	(29,838)	-2.40%	-	-	-	Variance is due in part to mild temperatures that led to lower energy usage in 2015 versus 2014 and to more customers switching from landlines to cellphones in 2015 as compared to 2014.
Area 13	25,254	11.16%	-	-	-	Variance is due primarily to better economic conditions in 2015 versus 2014.
Regular Use	399,304	18.50%	N/A	N/A	N/A	Use tax revenue fluctuates depending on the timing of when businesses replace large ticket items such as operating machinery and equipment. If items purchased outside of Englewood at a local tax rate less than 3.5%, then the tax payer is liable for the difference between the local tax paid and 3.5% tax due.
Totals	1,788,663	9.68%	396	(277)	119	

Outside City (Business Area 7):

- Outside City sales tax receipts (cash basis) were up **$676,745** or **12.2** percent compared to last year.
- At this time potential refunds total approximately $1,500,000 for claims submitted to Englewood but not completed; the balance of the account to cover intercity claims is $1,150,000.

City Center Englewood (Business Area 1):

- Sales tax revenue collected through September 2015 were **$2,620,080** or **$20,333** more than last year during the same period of time.

GENERAL FUND EXPENDITURES: YTD expenditures, **$33,891,196** are **76.05%** of the budget appropriation. The 2015 yearend expenditure estimate of **$44,058,211** is anticipated to be approximately **1.14%** or **$508,498** less than the 2015 budget appropriation.

	2015				2014			2015 vs 2014		
Expenditures	Budget	Sep-15	% Budget	YE Estimate	Dec-14	Sep-14	% YTD	$ Diff	% Diff	Variance comments updated each quarter (Jan, Apr, Jun and Oct)
Legislation	357,575	194,783	54.47%	356,381	329,738	204,690	62.08%	(9,907)	-4.84%	No execuive search expense in 2015 as what existed in 2014.
City Attorney's Office	869,106	516,396	59.42%	886,605	726,377	516,947	71.17%	(551)	-0.11%	Variance is due to a combination of a reduction to benefits relating to full time salaries and a reduction in outside attorney fees.
Municipal Court	1,085,494	721,538	66.47%	1,038,709	942,264	686,814	72.89%	34,724	5.06%	Variance is due to anticipated increases and the timing of the software maintenance fee payment in 2015 versus 2014.
City Manager's Office	731,307	578,046	79.04%	735,410	673,402	507,771	75.40%	70,275	13.84%	The addition of a 20 hour per week administrative assistant and the inclusion of contract cost for the summer meals program and 4th of July planner increased expenses over 2014.
Human Resources	482,893	376,875	78.05%	628,079	441,956	311,059	70.38%	65,816	21.16%	Variance is due in part to the salary and benefits of 1.6 FTE reclassified from the Employee Beneifts and Risk Management Funds to the General Fund ($45,000) and to the NEOGov and Perform Software Maintenance Agreement ($22,100)
Finance and Administrative Services	1,805,052	1,218,303	67.49%	1,811,926	1,566,733	1,126,634	71.91%	91,669	8.14%	Variance is due in part to the Director's annual leave payout ($26,500), the vacancy of the Sales Tax Auditor Position from February 1 to November 3, 2014 and the Revenue Technician Position from 6/27/2014 to 10/20/2014 (2015 increase in salary and benefits from February through September is approx $53,000), and a $10,000 YTD increase in banking fees associated with the usage of the online MUNIRevs business licensing and tax collection system (2014 first full year of new system).
Information Technology	1,425,389	997,299	69.97%	1,438,163	1,348,275	958,664	71.10%	38,635	4.03%	The variance is due in part to unanticipated increase to software and hardware maintenance fees in 2015 versus 2014 ($27,600) and unplanned Council Chambers upgrade in 2015 ($16,800).
Public Works	5,790,091	4,086,052	70.57%	5,730,645	5,440,975	3,967,248	72.91%	118,804	2.99%	
Fire Services	9,139,834	8,289,273	90.69%	8,534,799	9,176,241	6,030,005	65.71%	2,259,268	37.47%	Variance due to firefighter payout and closure of department.
Police Services	12,157,100	9,201,479	75.69%	12,236,555	11,872,226	8,610,547	72.53%	590,932	6.86%	Variance is due in part to $450,000 in anticipated increases to salary and benefits and filling three new positions; $83,000 in reimbursable E911 Radio Grant purchases, $20,000 in maintenance service agreements and $67,000 in reimbusable POST costs.
Community Developmen	1,288,781	837,211	64.96%	1,237,019	1,128,034	775,713	68.77%	61,498	7.93%	The CD variance is due to the 2015 appropriation of $100K for the Englewood Forward initiatives.
Library Services	1,317,657	836,691	63.50%	1,283,016	1,165,446	865,243	74.24%	(28,552)	-3.30%	Charges for online databases are due quarterly -- expenses will be charged by the end of the year.
Recreation Services	6,053,116	4,256,164	70.31%	6,027,588	5,574,428	4,423,353	79.35%	(167,189)	-3.78%	The reduced YTD expenditure variance for 2015 is due to the following: 1) Insurance Refund to Pirates Cove Expenditures for hail damage that occurred in 2014, 2)Personnel attrition and staff reorganization and 3)Parks - Lower petroleum cost, water savings from weather conditions and 2014 sewer project.
Debt Service	1,863,314	1,569,148	84.21%	1,863,316	1,869,902	1,549,521	82.87%	19,627	1.27%	
Contingency	200,000	211,938	105.97%	250,000	211,623	156,203	73.81%	55,735	35.68%	Variance is due to an increase in annual leave payouts in 2015 versus 2014 for employees separating from the City.
Total Expenditures	44,566,709	33,891,196	76.05%	44,058,211	42,467,620	30,690,412	72.27%	3,200,784	10.43%	

GENERAL FUND REVENUES OVER/UNDER EXPENDITURES:

YTD revenues exceed expenditures by **$504,034** compared to revenues exceeding expenditures by $1,695,865 in 2014.

The **two graphs on the right** show how closely the revenue and expenditure amounts track on a monthly basis. Fund Balance reserves help to stabilize operations for unexpected adverse fluctuations in revenue or expenditure amounts.

GENERAL FUND TRANSFERS:

Net 2015 transfers-*out* to date of **$1,475,740** were made by the end of September 2015 (please refer to page 18). Please note this includes a transfer of $1,500,000 to the Public Improvement Fund for the Dartmouth Bridge (Reso 43, 2015), $361,516 Recreation Center HVAC (Reso 43 and 53, 2015), $10,000 for the Council Chambers Improvements (Reso 50, 2015) Projects, $51,450 and $50,000 transferred in from the Donors Fund for the City's Branding/Marketing Initiative (Reso 54, 2015) and Commercial Catalyst Program (Reso 58, 2015) respectively.

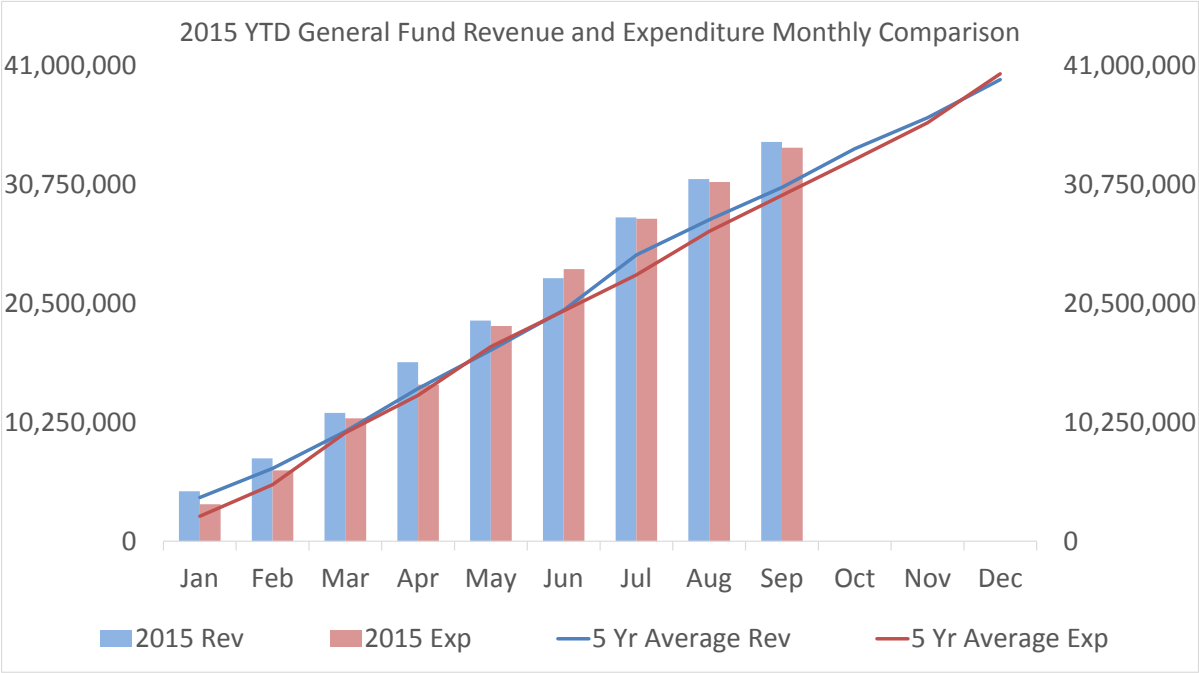
GENERAL FUND - FUND BALANCE:

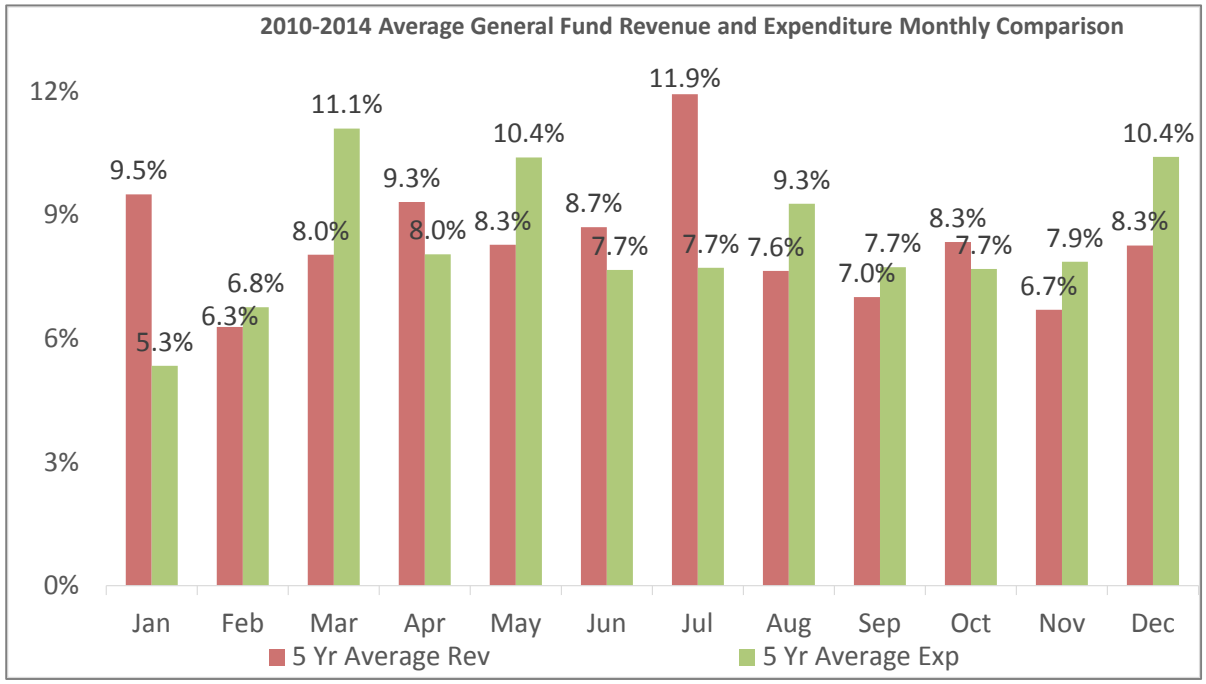
The estimated fund balance is **$9,658,951** or **22.5** percent of estimated revenue.

- The estimated unassigned fund balance for 2015 is projected at **$5,595,852** or **13.02** percent of estimated revenues.
- The Long Term Asset Reserve (LTAR) balance is **$2,663,099** (please refer to page 18).
- The TABOR Emergency Reserve is **$1,400,000**.

PUBLIC IMPROVEMENT FUND (PIF):

The PIF has collected $5,441,710 in revenues and spent $4,040,983 year-to-date. Prior to adjustments to budget estimates, the estimated year-end **unappropriated fund balance** is **$1,717,161**.





City of Englewood, Colorado
September 2015 Financial Report

The annual budget serves as the foundation for the City's financial planning and control, and provides a comprehensive plan to provide high quality services to the Englewood community. Based upon conservative revenue estimates, the budget quantifies in dollars the many services and amenities the citizens of Englewood receive. The City has prepared a balanced budget and it is one where revenues plus beginning fund balance are equal to or exceed expenditures.

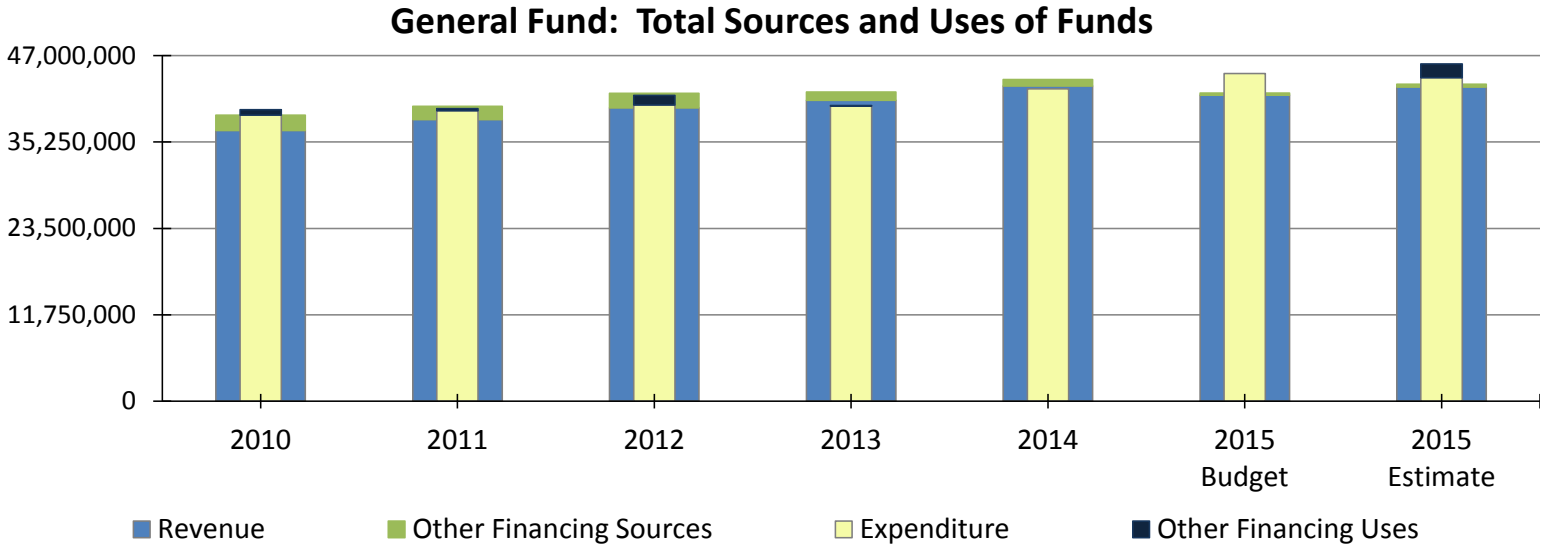
The financial report provides on a periodic basis the review of the actual revenues and expenditures as compared to the budget. This point in time analysis compares the current year to the prior year and determines if the revenues and expenditures are on track with the budget. By monitoring the financial condition of the City, City staff and Council can work together to take action, if necessary, to maintain service levels, employees, and fiscal health of the City.

GENERAL FUND OVERVIEW AND ANALYSIS

The General Fund accounts for the major "governmental" activities of the City. These activities include "direct" services to the public such as police, fire, public works, parks and recreation, and library services. General government also provides administrative and oversight services through the offices of city manager and city attorney; the departments of information technology, finance and administrative services, community development, human resources, municipal court and legislation. Debt service, lease payments, and other contractual payments are also commitments of the General Fund.

General Fund - Surplus and Deficit

The graph below depicts the history of sources and uses of funds from 2010 to 2015 Estimate. As illustrated, both surpluses and deficits have occurred in the past. The gap has narrowed over the past few years by reducing expenditures, freezing positions, negotiating lower-cost health benefits, increased revenue collections. Continued efforts will be required to balance revenues and expenditures, especially with persistent upward pressure on expenditures due to increases in the cost of energy, wages and benefits.

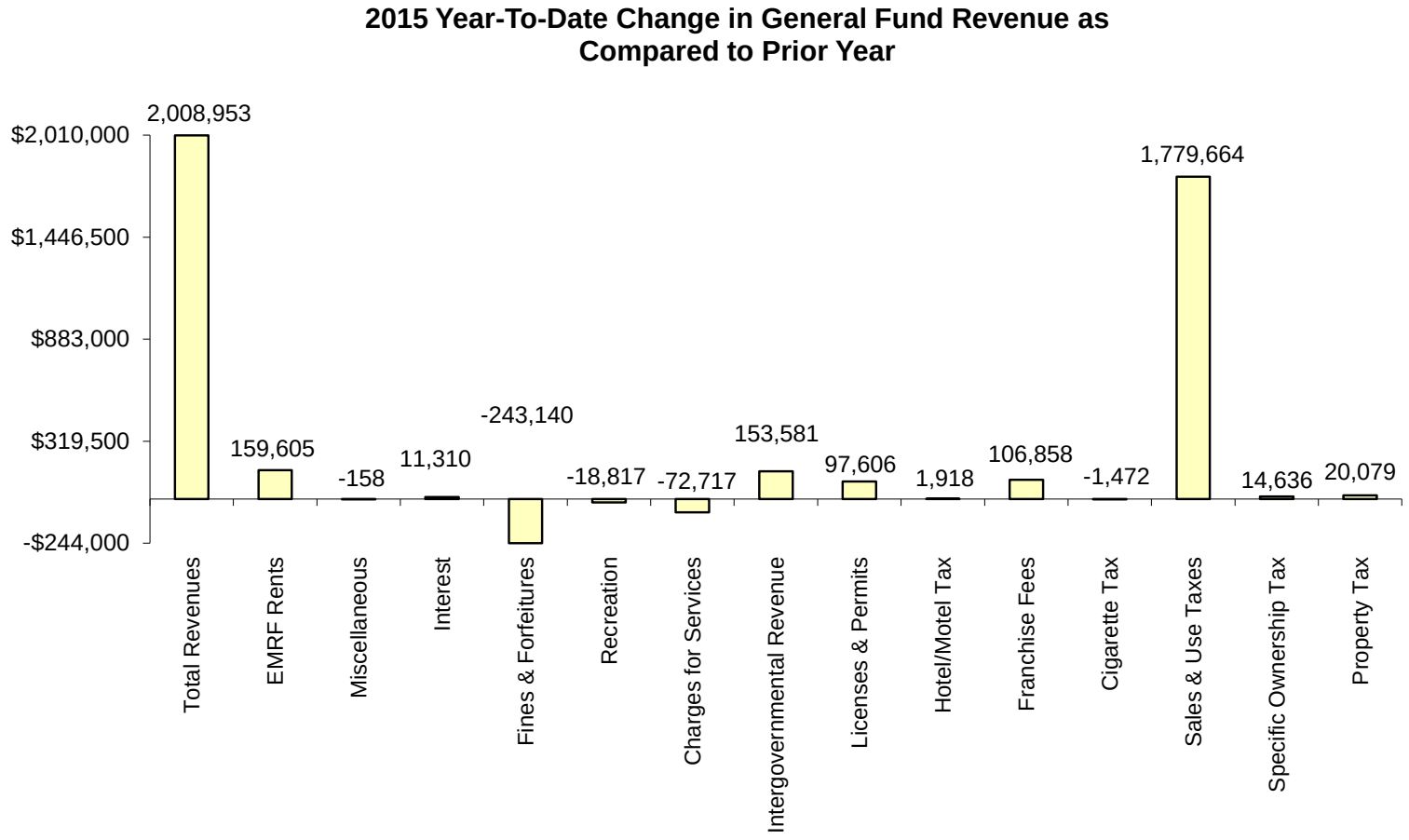


The following table summarizes General Fund Year-To-Date (YTD) Revenue, Expenditure, Sales & Use Tax Revenue and Outside City Sales & Use Tax Revenue for the month ended September, 2015. Comparative figures for years 2014 and 2013 are presented as well. The table also highlights the dollar and percentage changes between those periods.

	Sep-15	2015 vs 2014 Increase (Decrease)		Sep-14	2014 vs 2013 Increase (Decrease)		Sep-13
General Fund							
Year-To-Date Revenue	**$ 34,395,230**	$ 2,008,953	6.20%	**$ 32,386,277**	$ 1,196,361	3.84%	**$ 31,189,916**
Year-To-Date Expenditure	**33,891,196**	$ 3,200,784	10.43%	**30,690,412**	$ 613,860	2.04%	**30,076,552**
Net Revenue (Expenditure)	**$ 504,034**	$ (1,191,831)		**$ 1,695,865**	$ 582,501		**$ 1,113,364**
Unassigned Fund Balance	**$ 5,595,852**	$ (2,552,299)	(31.32%)	**$ 8,148,151**	$ 1,272,446	18.51%	**$ 6,875,705**
Sales & Use Tax Revenue YTD	**$ 20,261,332**	$ 1,779,664	9.63%	**$ 18,481,668**	$ 1,120,392	6.45%	**$ 17,361,276**
Outside City Sales Tax YTD	**$ 6,224,960**	$ 676,745	12.20%	**$ 5,548,215**	$ 420,620	8.20%	**$ 5,127,595**

General Fund Revenues

The City of Englewood's total budgeted revenue is $41,625,698. Total revenue collected through September 2015 was $34,395,230 or $2,008,953 (6.2 percent) more than was collected in 2014. The chart below illustrates changes in General Fund revenues this year as compared to last year.

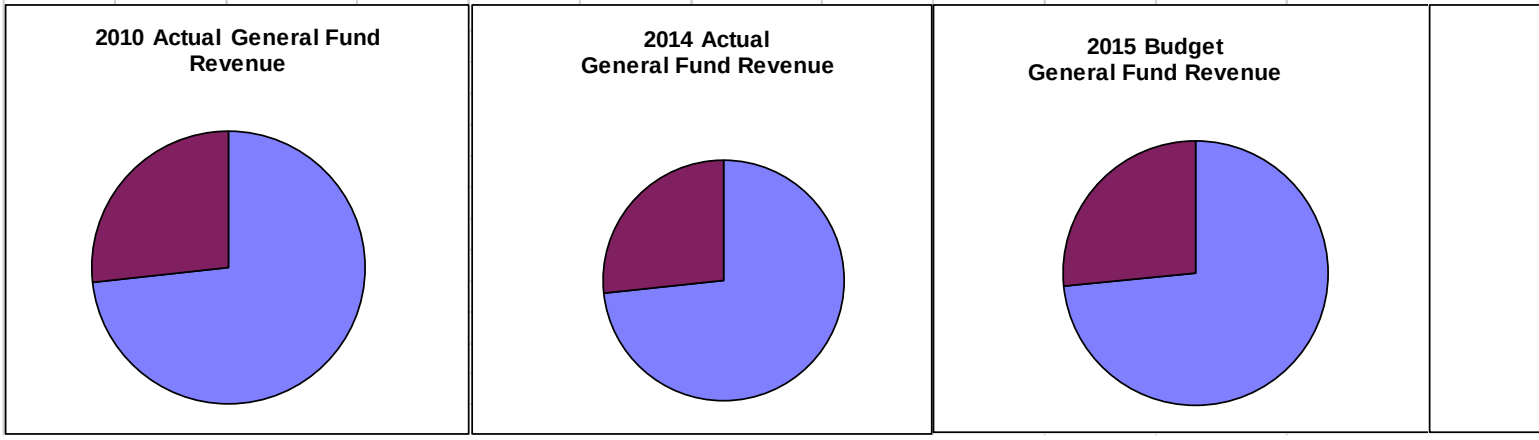


General Fund - Taxes

The General Fund obtains most of its revenue from taxes. In 2014 total revenues were $42,872,494 of which $31,431,978 (73.3 percent) came from tax collections. Taxes include property, sales and use, specific ownership, cigarette, utilities, franchise fees,

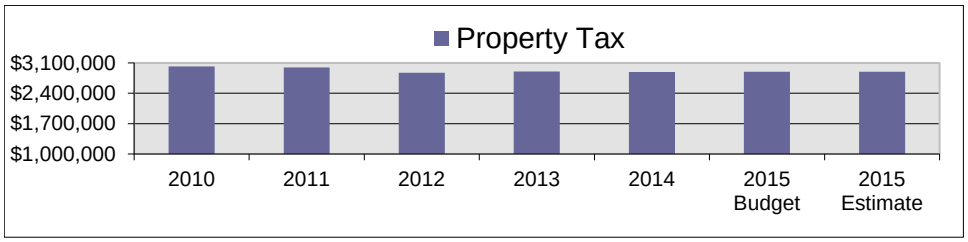
and hotel/motel. The pie charts on the next page illustrate the contribution of taxes to total revenue for 2009, 2013 and 2014 Budget. Taxes as a percentage of total revenue have declined slightly as other fees and charges have been increased to help offset rising costs and relatively flat tax revenues.

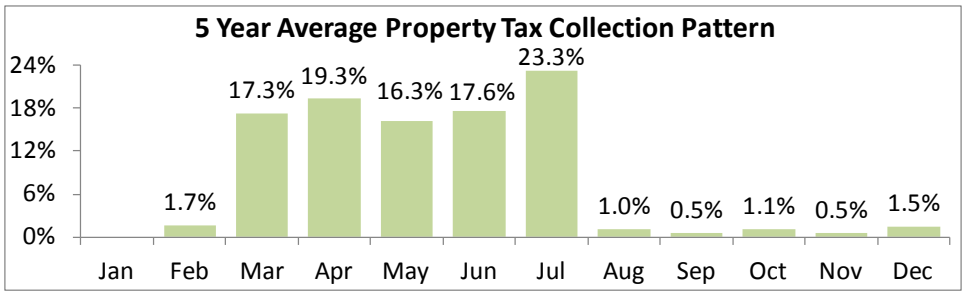
General Fund Revenues - Taxes vs. Other



	2010 Actual		2014 Actual		2015 Budget	
Taxes	26,976,150	73%	31,431,978	73%	30,568,550	73%
Other	9,843,429	27%	11,440,516	27%	11,057,148	27%
Total	36,819,579	100%	42,872,494	100%	41,625,698	100%

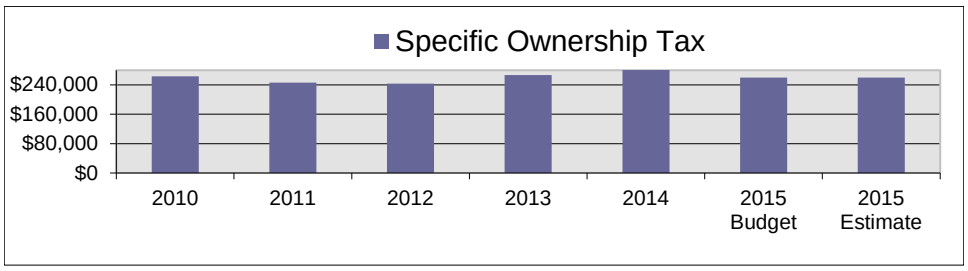
Property taxes: These taxes are collected based on the assessed value of all the properties in the City and the mill levy assessed against the property. The City's total 2014 mill levy collected in 2015 is 8.124 mills. The 2014 mill levy for general operations collected in 2015 is 5.880 mills. Voters approved a separate, dedicated mill levy for principal and interest payments on the City's general obligation debt for the construction of parks and recreation projects. This dedicated general obligation debt mill levy is accounted for in the Debt Service Fund. Property tax collections declined from $3,020,884 in 2010 to $2,892,433 in 2014. This was a decrease of $128,451 or 4.2 percent. In 2014 the City collected $2,892,433 or 9.2 percent of 2014 total taxes and 6.8 percent of total revenues from property taxes. The City budgeted $2,900,000 for 2015; and collected $2,886,878 through September 2015. The estimate for the year is $2,900,000.



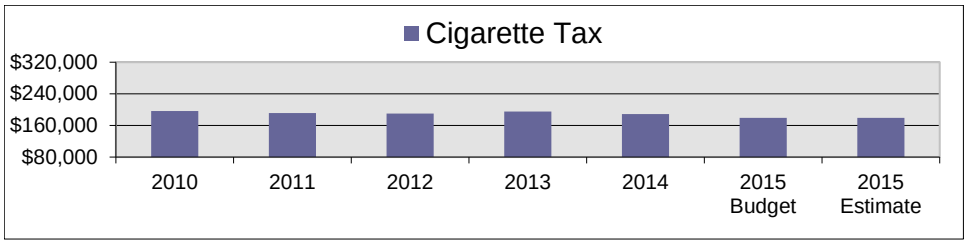


Property Tax Mill Levy	2009	2010	2011	2012	2013	2014 Budget	2014 Estimate	2015 Budget
General Fund	5.880	5.880	5.880	5.880	5.880	5.880	5.880	5.880
Debt Service Fund	1.947	2.031	2.130	1.741	1.914	2.244	2.244	2.244
Total Mill Levy	7.827	7.911	8.010	7.621	7.794	8.124	8.124	8.124

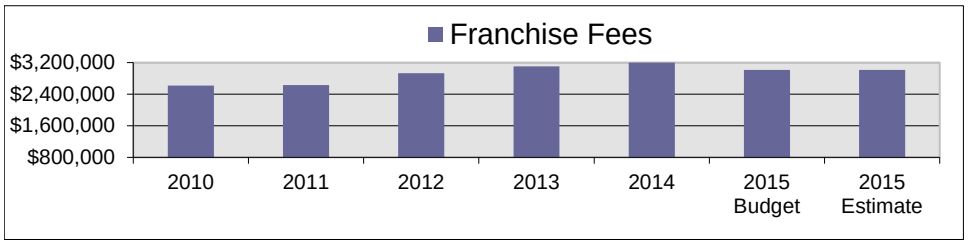
Specific ownership: These taxes are based on the age and type of motor vehicles, wheeled trailers, semi-trailers, etc. These taxes are collected by the County Treasurer and remitted to the City on the fifteenth day of the following month. The City collected $263,434 in 2010 and $291,670 in 2014 which is an increase of $28,236 or 10.7 percent. The



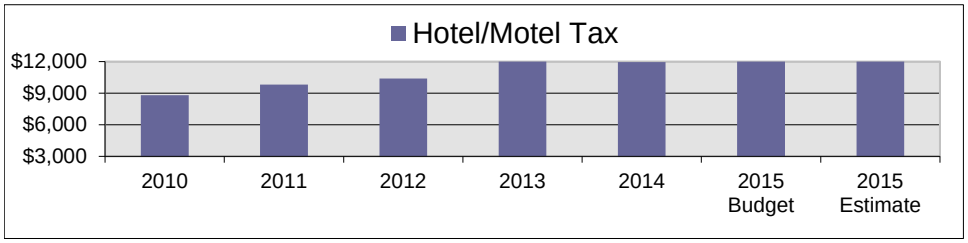
City collected $291,670 in 2014 which is less than one percent of total revenues and total taxes. The City budgeted $260,000 for 2015 and collected $205,586 through September 2015. The estimate for the year is $260,000.



Cigarette Taxes: The State of Colorado levies a $.20 per pack tax on cigarettes. The State distributes 46 percent of the gross tax to cities and towns based on the pro rata share of state sales tax collections in the previous year. These taxes have fallen significantly in the past and continue to fall after the 2009 federal tax increase of approximately $.62 per pack went into effect. This federal tax increase will fund the State Children's Health Insurance Program (SCHIP). In 2010 the City collected $196,320, but in 2014 the City collected $188,652, which is a decrease of $7,668 or 3.9 percent. These taxes accounted for less than one percent of total taxes and less than one percent of total revenues in 2014. The City budgeted $179,000 for the year and collected $136,000 through September 2015, which is $1,472 or 1.07 percent less than the $137,472 collected in same period last year. The estimate for the year is $179,000.

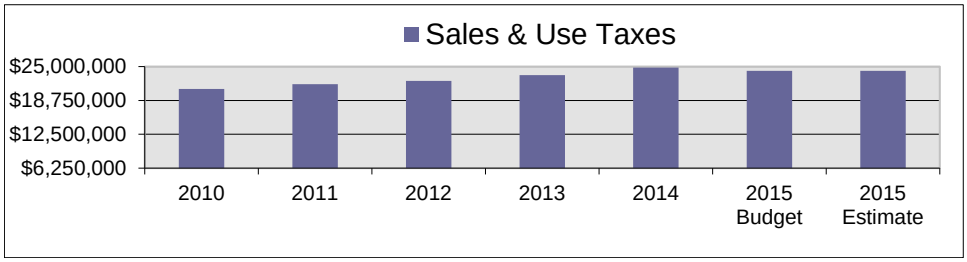


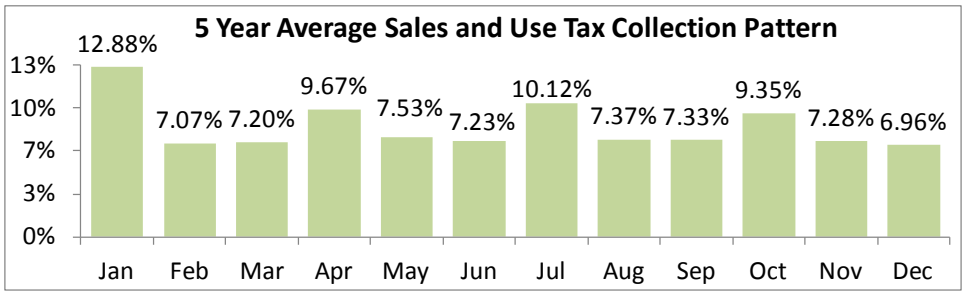
Franchise Fees: The City collects a number of taxes on various utilities. This includes franchise tax on water, sewer, and public services, as well as occupational tax on telephone services. The City collected $2,620,191 in 2010 and $3,207,978 in 2014, an increase of $587,787 or 22.4 percent. These taxes accounted for 10.2 percent of taxes and 7.5 percent of total revenues in 2014. The City budgeted $3,017,550 for the year; collections through September totaled $2,323,252 compared to $2,216,394 collected during the same period last year. The estimate for the year is revised from $3,017,550 to $3,148,550



Hotel/Motel Tax: This tax is levied at two percent of the rental fee or price of lodging for *under* 30 days duration. The City budgeted $12,000 for the year and has collected $10,750 through September 2015. The estimate for the year is $12,000.

Sales and Use Taxes Analysis





Sales and use taxes are the most important (and volatile) revenue sources for the City. Sales and use taxes generated 79 percent of all taxes and 58 percent of total revenues collected in 2014. In 2010, this tax generated $20,866,515 for the City of Englewood; in 2014 the City collected $24,839,297, an increase of $3,972,782 (19 percent). This tax is levied on the sale price of taxable goods. Sales tax is calculated by multiplying the sales price of taxable goods times the sales tax rate of 3.5 percent. Vendors no longer receive a fee for collecting and remitting their sales/use taxes. Taxes for the current month are due to the City by the twentieth day of the following month. The City budgeted $24,200,000 for 2015. Sales and Use Tax revenue (cash basis)

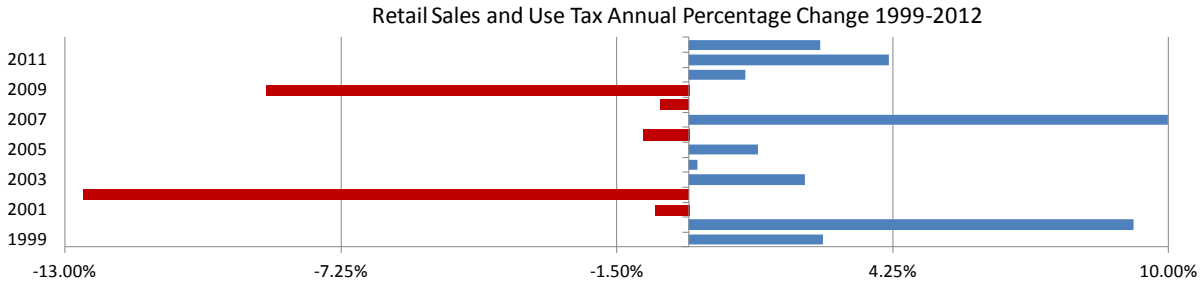
through September 2015 was $20,261,332 while sales tax collected year-to-date for September 2014 was $18,481,668 an increase of $1,779,664 or 9.6 percent.

In 2013, the City partnered with MUNIRevs to provide the City's business licensing and tax collection system. The system more accurately reports the sales versus use tax collections. In the former system, if an account was coded as a sales tax account, both sales and use tax remitted by the account was reported as sales tax. This was also the case with an account coded as use tax, both use and sales tax remitted by the account was reported as use tax. In total the amount of sales and use tax collections is the same, the allocation between sales and use has changed. This month we have restated 2013 to match the restated 2014 reporting. The revised Sales and Use Tax Collections Year-To-Date Comparison (Cash Basis) report is located on page 24.

Collections (cash basis) for September 2015 were $2,099,692 while collections for September 2014 and September 2013 were $1,846,367 and $1,775,394 respectively. September 2015 collections were 13.72 percent or $253,325 more than September 2014 collections and $324,298 or 18.3 percent more than September 2013 collections.

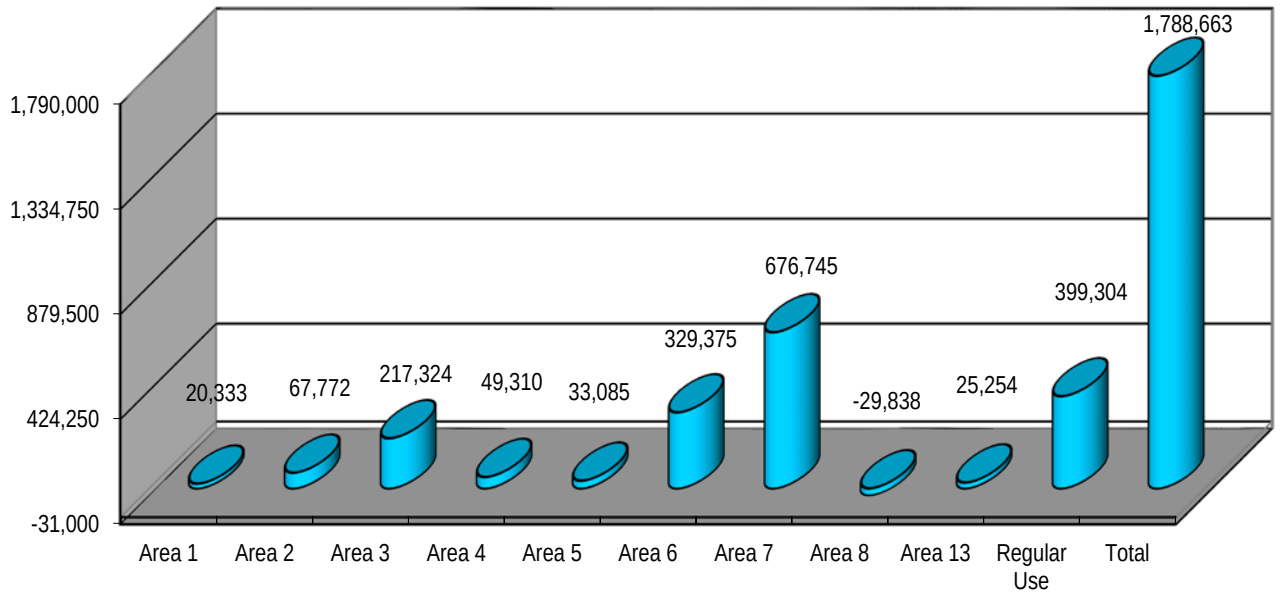
Based on the last five years of sales tax collection data, September contributes 75.7 percent of total year's sales tax collections; if this pattern holds this year, 24.3 percent is left to collect over the remainder of the year. Based on year-to-date collections, the City will collect an additional $6,522,079 over the remainder of the year for a total of $26,794,495. Collections through September were 109.68 percent of last September collections. If this were applied to the entire year, the total collected would be $27,203,768. The average of the two forecasts is $26,999,131 ($2,799,131 or 11.6 percent over the amount budgeted for the year). The estimate for the year is revised from $24,200,000 to $26,863,699.

This revenue source tends to ebb and flow (often dramatically) with the economy, growing during economic expansions and contracting during downturns. The past several years (1999-2012) of sales tax collections have been exceptionally erratic making it extremely difficult to make accurate short or long term forecasts. It is important to continually review and analyze sales and use tax data including trends in the various geographic areas of the City.



The chart on the next page, "Change in Sales/Use Tax Collections by Area 2015 vs. 2014," provides for the month the annual sales and use tax increases and decreases in the various geographic areas. Economic conditions, judged by sales and use tax collections, appears to be a "mixed bag" with some geographic areas increasing and some decreasing compared to the same period last year.

Change in Sales/Use Tax Collections by Area 2015 vs 2014

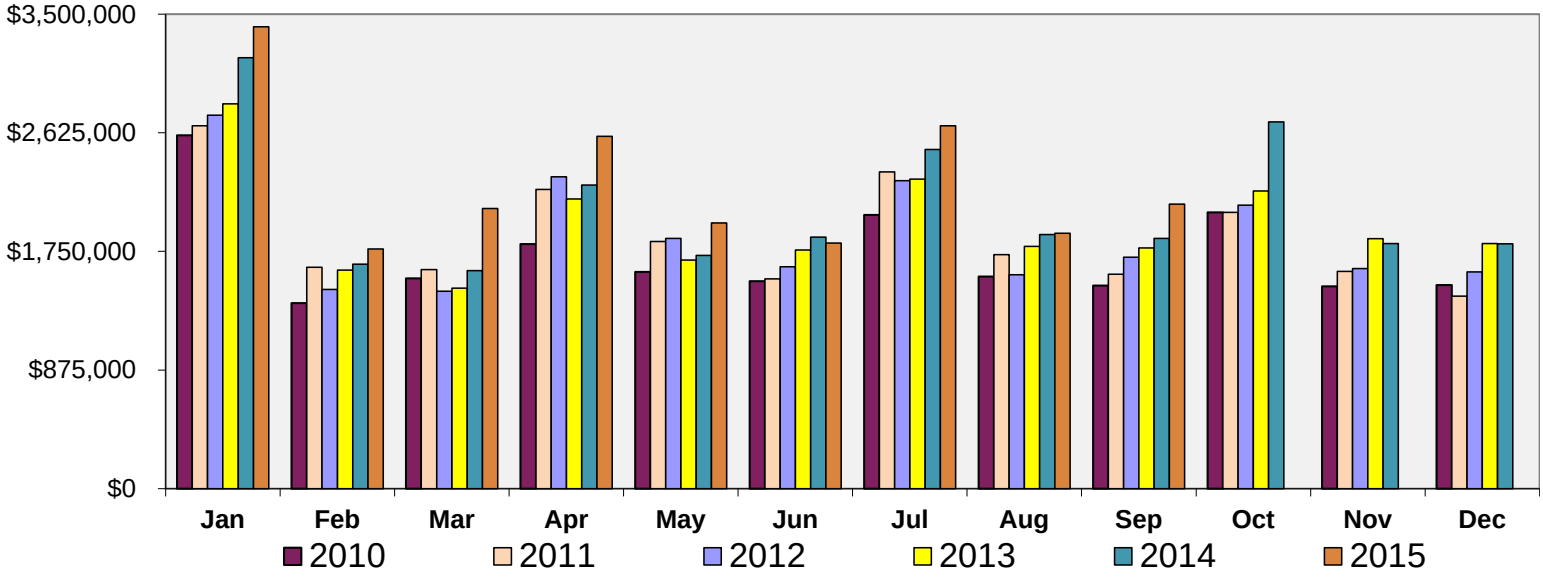


Please note that the geographic map of the sales tax areas was changed within the first quarter of 2012, and hopefully is more reasonable. Some of the areas will look skewed until more comparable data is available in 2013. EURA Areas 9 & 10 and EURA Areas 11 & 12 were incorporated into Areas 1, 2 and 6. Specific changes include:

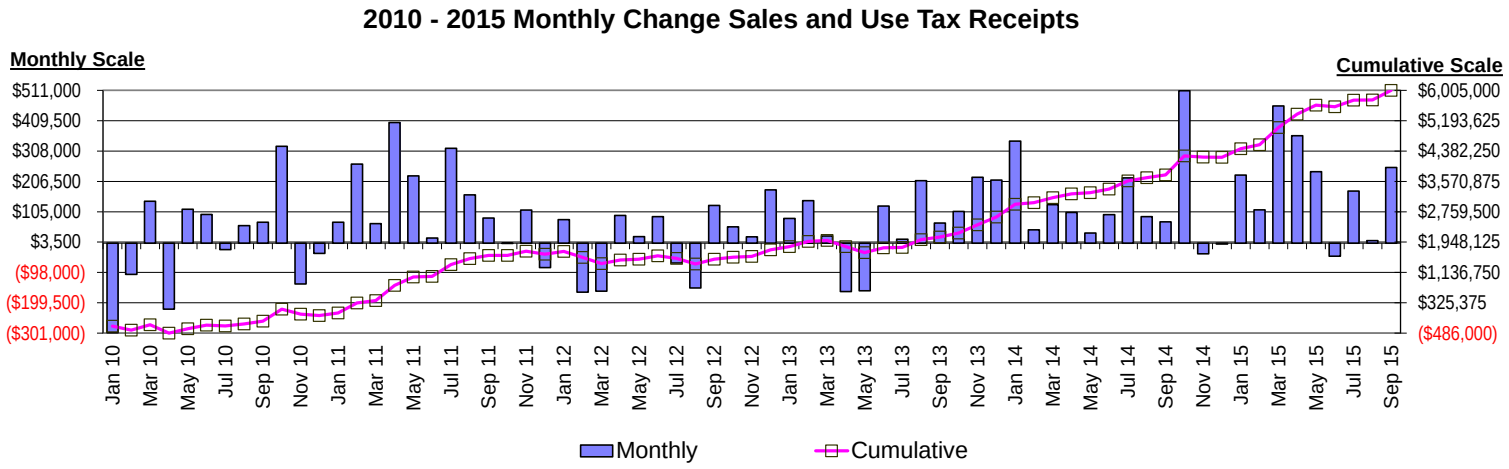
- Area 1 east boundary will change at Bannock St/Englewood Pkwy east to Acoma St south to Jefferson Ave/Hampden Ave/US 285
- Split the address down the middle of the streets for Area 2 and Area 3: Bannock St and Sherman St
- Split the address down the middle of the streets for Area 3 and Area 4: Belleview Ave, Fox St and Logan St
- The north and south side of the street included in Area 1: Jefferson Avenue
- The north and south side of the street included in Area 2: Jefferson Ave/Hampden Ave/US 285

The bar graph below shows a comparison of monthly sales tax collections (cash basis) for 2010 through 2015.

2010-2015 YTD Sales/Use Tax Collections by Month - Cash Basis

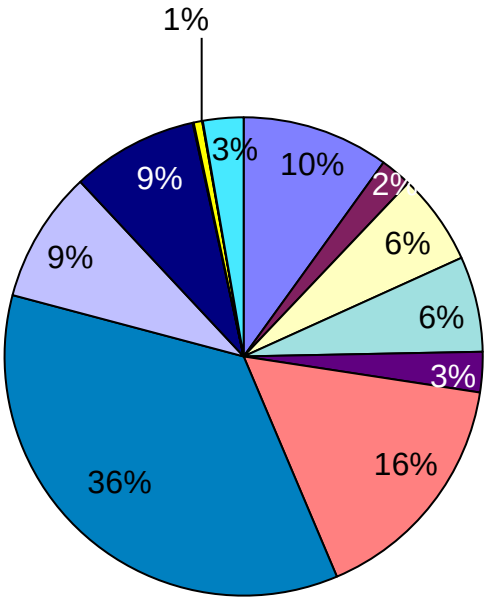


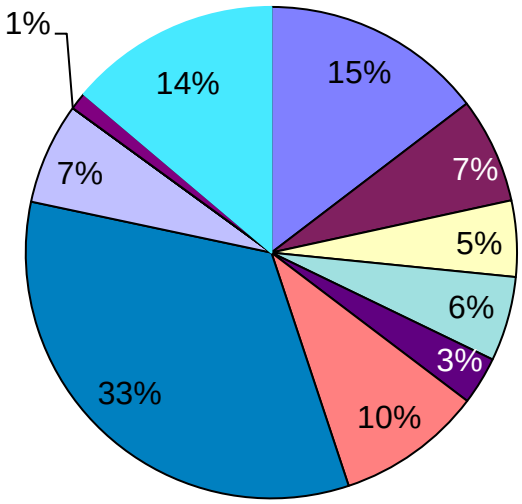
The next chart illustrates sales tax collections (cash basis) by month and cumulative for the years presented. For the period presented, the bar graph depicts the change in collections for a month as compared to the prior year, while the cumulative line graph is based on the beginning period monthly change in sales and use tax collections as adjusted by each consecutive month change.



Sales tax collections are reported by various geographic areas as illustrated in the following pie charts. These illustrate the changing collection patterns for 2010 and 2014.

Geographic Sales Tax Collection Areas





2010 Actual Cash Receipts by Area

Area 1	10%	Area 8	9%
Area 2	2%	Area 9 & 10	9%
Area 3	6%	Area 11 & 12	1%
Area 4	6%	Area 13	0%
Area 5	3%	Regular Use	3%
Area 6	16%		
Area 7	36%		

2014 Cash Receipts by Area

Area 1	15%	Area 8	7%
Area 2	7%	Area 9 & 10	0%
Area 3	5%	Area 11 & 12	0%
Area 4	6%	Area 13	1%
Area 5	3%	Regular Use	14%
Area 6	10%		
Area 7	33%		

A brief description and analysis of the significant geographic areas follows:

Area 1: This geographic area accounts for the sales tax collections from CityCenter Englewood. CityCenter Englewood had collections of $2,620,080 year-to-date or .56 percent more than was collected during the same period last year.

Area 5: This area includes the remodeled King Soopers. Year to date collections for September were $587,661 or 6.5 percent higher than last year. Collections this year are ahead of collections in any year in the past five years. The closure of the Littleton King Soopers Store (Broadway and Littleton Blvd) has had a significant impact to the increased collections of this area. The Littleton King Soopers Store reopened in Jan 2015 so collections in the future might not grow quite as much as in the past.

Area 6: This geographic area is up 13.58 percent or $329,375 from last year.

Area 7: This geographic area records the outside city sales tax collections (Outside City). Outside City has been the geographic area responsible for much of the sales tax growth (and decline) in past years. Outside City collections have increased 12.2 percent from the same period last year. The chart below illustrates this area's contribution to total sales and use taxes (cash basis) as well as YTD revenues since 2011. The importance of Outside City has declined as a percentage of sales and use tax collections but it continues to remain an important impact on the City's General Fund as illustrated by the following:

	2011	2012	2013	2014	2015
Total Sales and Use Tax Revenue	16,560,313	17,021,364	17,361,276	18,481,668	20,261,332
Outside City Collections	6,202,314	5,653,044	5,127,595	5,548,215	6,224,960
Percentage of Total	**37.5%**	**33.2%**	**29.5%**	**30.0%**	**30.7%**
Total General Fund Revenues	29,920,755	30,720,336	31,189,916	32,386,277	34,395,230
Outside City Collections	6,202,314	5,653,044	5,127,595	5,548,215	6,224,960
Percentage of Revenues	**20.7%**	**18.4%**	**16.4%**	**17.1%**	**18.1%**

The City records the proceeds of some returns from Outside City into an unearned revenue (liability) account. The criteria staff uses to decide if proceeds should be placed in the unearned account is if a reasonable probability exists for another municipality to claim the revenue. This account currently has a balance of $1,150,000 to cover intercity claims. The City paid $132,446 in sales/use tax claims through September 2015 compared to $75,718 through September 2014. At this time *potential* refunds total approximately $1,500,000 for claims submitted to Englewood but not completed.

Area 8: This geographic area consists of collections from public utilities. Collections through September were 2.4 percent less than last year. Weather conditions, energy usage conservation, and rising energy prices play an important role in revenue collections. Collections could increase or decrease if the remainder of the year is significantly hotter/colder than normal.

Area 13: This geographic area encompasses the Kent Place Development. Collections through September were $251,638 compared to $226,384 last year.

Other Sales Tax Related Information

Finance and Administrative Services Department collected $294,709 in sales and use tax audit revenues and general collections of balances on account through the month of September 2015, this compares to $169,467 collected in 2014 and $107,704 collected in 2013.

Of the 88 sales tax accounts reviewed in the various geographic areas, 60 (75 percent) showed improved collections and 20 (25 percent) showed reduced collections this year compared to the same period last year.

The Department issued 396 new sales tax licenses through September 2015; 325 and 297 were issued through September 2014 and 2013 respectively.

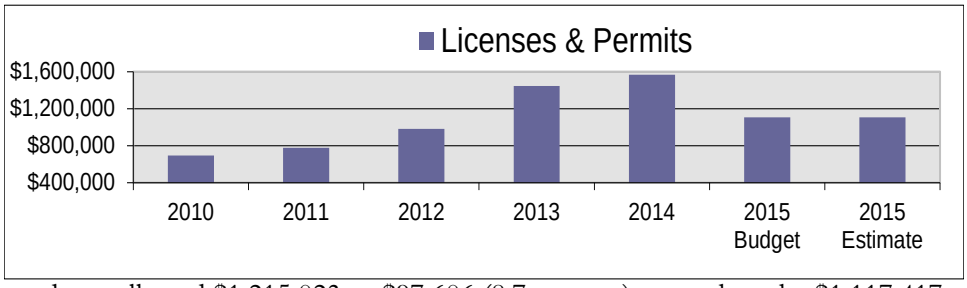
City records indicate that year-to-date 277 businesses closed (168 were outside the physical limits of Englewood) and 396 opened (277 of them were outside the physical limits of Englewood).

General Fund - Other Revenue

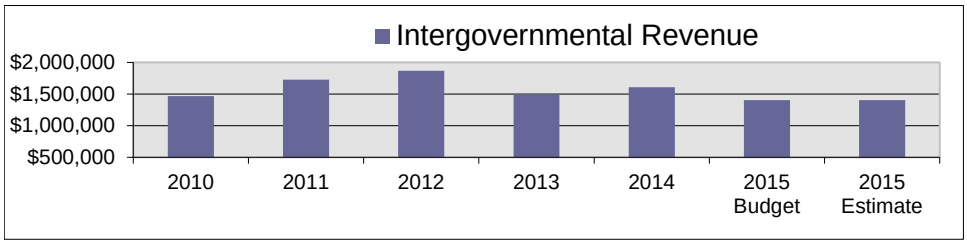
Other revenues (including McLellan rent) accounted for $11,440,516 or 26.7 percent of the total revenues for 2014. The City budgeted $11,057,148 for 2015 and the revised estimate is $10,400,840.

The next page provides additional information on the significant revenue sources of the General Fund:

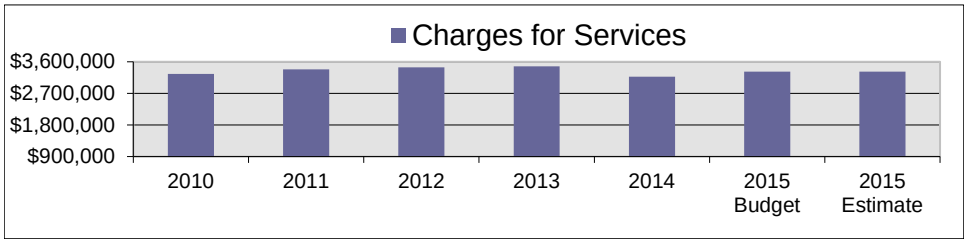
Licenses and Permits: This category includes fees from business and building licenses and permits. This revenue source generated $1,576,121 during 2014 or 3.7 percent of total revenue and 13.8 percent of total other revenue. This revenue source totaled $695,563 in 2010 and increased to $1,576,299 in 2014, a 126.6 percent increase. The City budgeted $1,107,122 for 2015 and year-to-date collected $1,215,023 or $97,606 (8.7 percent) more than the $1,117,417 collected through September 2014. The estimate for the year is revised from $1,107,122 to $1,168,222.



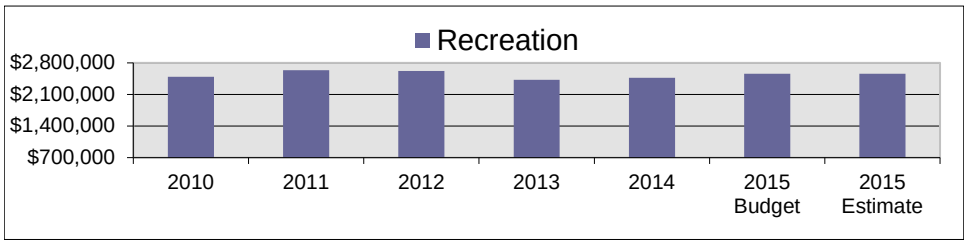
Intergovernmental Revenues: This revenue source includes state and federal shared revenues including payments in lieu of taxes. These revenues are budgeted at $1,400,924 for 2015. This revenue source totaled $1,465,970 in 2010 and the City collected $1,869,045 in 2014, a 27.5 percent increase. The City collected $1,165,120 through September 2015 this is $153,581 more than the $1,011,539 collected in the same period last year. The estimate for the year is revised from $1,400,924 to $1,624,318.

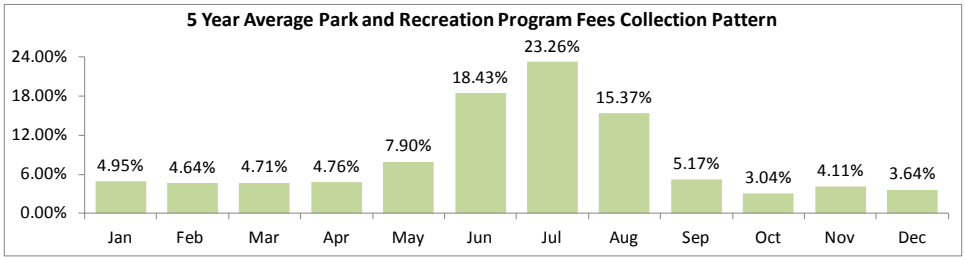


Charges for Services: This includes general government, public safety, fees for the administration of the utilities funds, court costs, highway and street and other charges. This revenue source is budgeted at $3,335,262 for 2015. This revenue source totaled $3,254,830 in 2010 and decreased to $3,125,032 in 2014, a 1.2 percent decrease. Total collected year-to-date was $2,282,425 or $72,717 (3.09 percent) less than the $2,355,142 collected year-to-date last year. The estimate for the year is revised from $3,335,262 to $2,905,192.

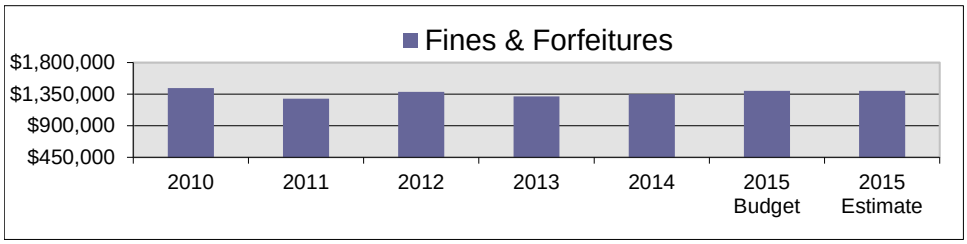


Recreation: This category of revenue includes the fees and charges collected from customers to participate in the various programs offered by the Parks and Recreation Department. This revenue source is budgeted at $2,556,900 for 2015. This revenue source totaled $2,489,781 in 2010 and decreased to $2,466,421 in 2014, a .9 percent decrease. Total collections through September 2015 were $2,213,587 compared to $2,232,404 collected year-to-date last year. The estimate for the year is revised from $2,556,900 to $2,485,500.

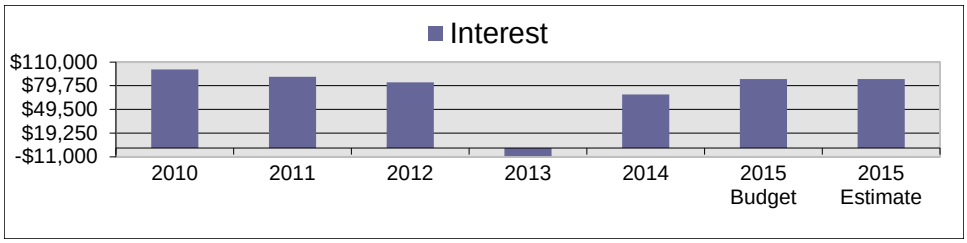




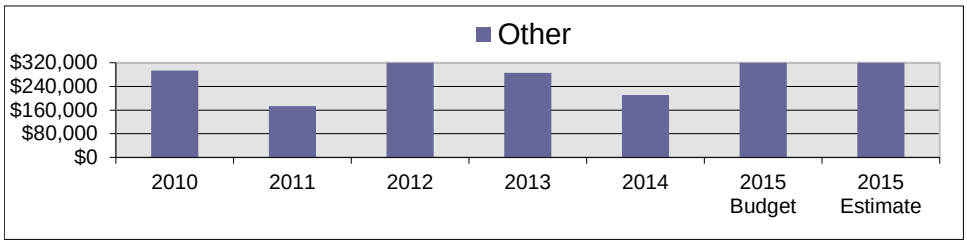
Fines and Forfeitures: This revenue source includes court, library, and other fines. The 2015 budget for this source is $1,396,844. This revenue source totaled $1,437,957 in 2010 and decreased to $1,350,164 in 2014, a 6.1 percent decrease. Total collected year-to-date was $820,698 or $243,140 (23.3 percent) less than the $1,045,838 collected in the same time period last year. The estimate for the year is revised from $1,396,844 to $1,008,350.



Interest: This is the amount earned on the City's cash investments. The 2015 budget for this source is $88,164. This revenue source totaled $100,545 in 2010 and decreased to $68,342 in 2014, a 32 percent decrease. The City earned $62,666 through September 2015; compared to $51,356 through the same period last year. The estimate for the year is $88,164.



Other: This source includes all revenues that do not fit in another revenue category. The 2015 budget for this source is $313,050. This revenue source totaled $293,658 in 2010 and decreased to $210,530 in 2014, a 28.3 percent decrease. Total collected year-to-date is $166,614 or (.09 percent) less than the $166,772 collected last year during the same period. The estimate for the year is revised from $313,050 to $262,212.



Economic Incentives

The City of Englewood uses economic incentives to attract and maintain businesses. Businesses are the City's lifeblood, not only do they generate sales and property taxes but they provide employment and shopping opportunities for citizens.

Business	Public Use of Incentive Funds
King Soopers (Federal and Belleview)	Storm sewer replacement, water line improvements, access modifications and electrical line undergrounding.
Oxford LCP	Construct sidewalk enhancements in the public right of way.
Flood Middle School	Relocate City Ditch and sanitary sewer line, upgrade water line and underground electrical lines.
Restaurant at Englewood Market Place	Landscaping, maintenance and ADA ramp.
Cadence dba Broadbell LLC for Sprouts Farmers Market	Intersection and signalized intersection.
KRF II LLC (dba Kentro Group) for the Rite Aid Pharmacy	Underground/relocation of current overhead utility lines; Relocation and demolition of existing sewer line; Construction of underground detention/water quality; and Potential relocation of city ditch (depending on the development plan of northern parcel).

General Fund - Expenditures

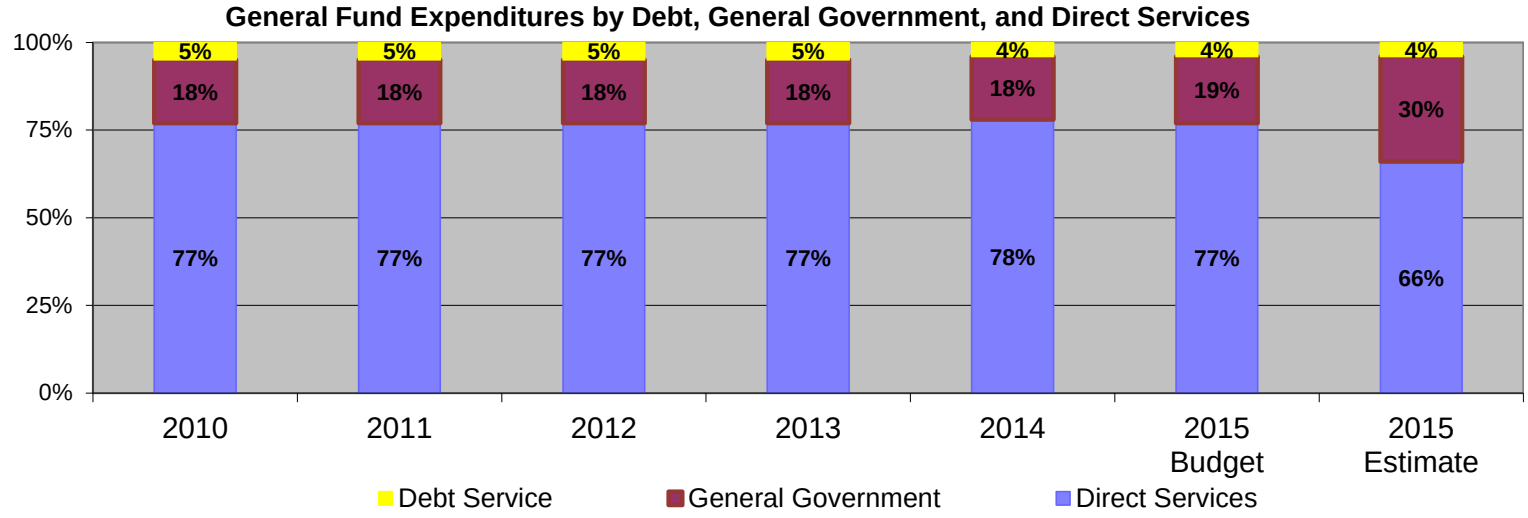
In 2006 the City adopted an outcome based budgeting philosophy. City Council and Staff outlined five outcomes to reflect, more appropriately, the desired result of the services delivered to the citizens of Englewood. The five outcomes identified are intended to depict Englewood as:

- A City that provides and maintains quality infrastructure,
- A safe, clean, healthy, and attractive City,
- A progressive City that provides responsive and cost efficient services,
- A City that is business friendly and economically diverse, and
- A City that provides diverse cultural, recreational, and entertainment opportunities.

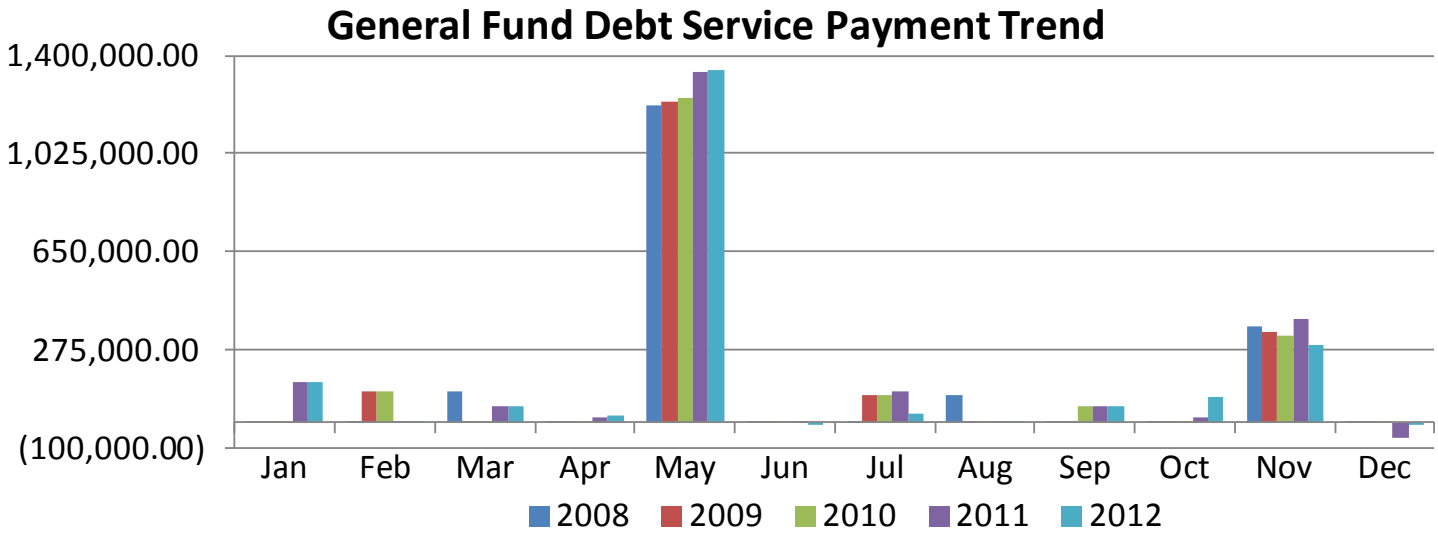
The 2015 Budget will be the last year to incorporate the Outcome Based Budget philosophy. Beginning with the preparation of the 2016 Budget, the City will turn its direction to ***Priority Based Budgeting*** *(PBB).* ***PBB*** *is a process used by cities to understand their larger community priorities/values, and budget accordingly to those priorities/values, while providing flexibility in order to meet the changing needs of the community. The PBB approach will help us develop a strategic budget that both reflects our community values and ensures that residents will continue to receive a high level of city services.*

The City budgeted total expenditures at $44,566,709 for 2015, this compares to $42,467,619 and $40,125,364 expended in 2014 and 2013 respectively. Budgeted expenditures for 2015 general government (City Manager, Human Resources, etc.) totals $8,245,597 or 18.5 percent of the total. Direct government expenditures (Police, Fire, etc.) are budgeted at $34,457,798 or 77.3 percent of the total. Debt service (fixed costs) payments are $1,863,314 or 4.2 percent of the total. Total expenditures through September were $30,934,451 compared to $27,596,408 and $27,188,546 in 2013. The expenditure estimate for the year is revised from $44,566,709 to $44,058,211.

The following chart illustrates the breakdown of expenditures into debt service, general and direct government services.



For illustrative purposes and based on the five year period (2008-2012), the following graph depicts the debt service payments cash outflow. The majority of debt service payments are typically made twice a year.



The schedule on the next page provides the expenditure for each of the General Fund departments for the years 2010 through 2015 Budget.

Expenditure	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Budget
General Government						
Legislation	309,870	298,731	316,043	280,920	329,738	357,575
City Manager	659,882	639,184	658,047	675,844	673,402	731,307
City Attorney	702,228	706,841	712,036	719,781	726,377	869,106
Muncipal Court	901,469	848,775	886,249	922,245	942,264	1,085,494
Human Resources	419,422	430,792	469,343	408,551	441,955	482,893
Finance & Administrative Services	1,445,581	1,446,313	1,464,305	1,533,061	1,566,733	1,805,052
Information Technology	1,280,660	1,332,766	1,373,943	1,336,590	1,348,275	1,425,389
Community Development	1,301,473	1,359,264	1,262,451	1,113,710	1,128,034	1,288,781
Contingencies	48,138	152,423	143,810	88,360	211,623	200,000
Contribution to Component Unit(s)	-	-	-	-	-	-
General Government Subtotal	7,068,723	7,215,089	7,286,227	7,079,062	7,368,401	8,245,597
Direct Services						
Public Works	5,137,364	5,259,875	5,202,903	5,234,382	5,440,975	5,790,091
Police	10,312,633	10,395,239	10,788,935	11,226,157	11,872,226	12,157,100
Fire	7,425,903	7,666,842	8,100,554	8,002,677	9,176,241	9,139,834
Library	1,284,083	1,145,613	1,180,771	1,174,656	1,165,446	1,317,657
Parks and Recreation	5,811,809	5,717,147	5,649,246	5,402,600	5,574,428	6,053,116
Direct Services Subtotal	29,971,792	30,184,716	30,922,409	31,040,472	33,229,316	34,457,798
Debt Service						
Debt Service-Civiccenter	1,570,705	1,658,857	1,570,921	1,565,625	1,434,082	1,568,988
Debt Service-Other	290,122	437,606	486,030	440,205	435,820	294,326
Debt Service Subtotal	1,860,827	2,096,463	2,056,951	2,005,830	1,869,902	1,863,314
Total Expenditure	38,901,342	39,496,268	40,265,587	40,125,364	42,467,619	44,566,709
% Expenditure Change	-2.25%	1.53%	1.95%	-0.35%	5.84%	10.68%
Other Financing Uses						
Transfers Out	750,000	301,246	1,339,330	73,006	-	0
Total Other Financing Uses	750,000	301,246	1,339,330	73,006	0	0
Total Uses of Funds	39,651,342	39,797,514	41,604,917	40,198,370	42,467,619	44,566,709
% Uses of Funds Change	-0.81%	0.37%	4.54%	-3.38%	5.65%	7.12%

The chart below provides per capita the General Fund expenditure information categorized into direct and general government services and debt service. Also provided is the per capita General Obligation Debt accounted for in the

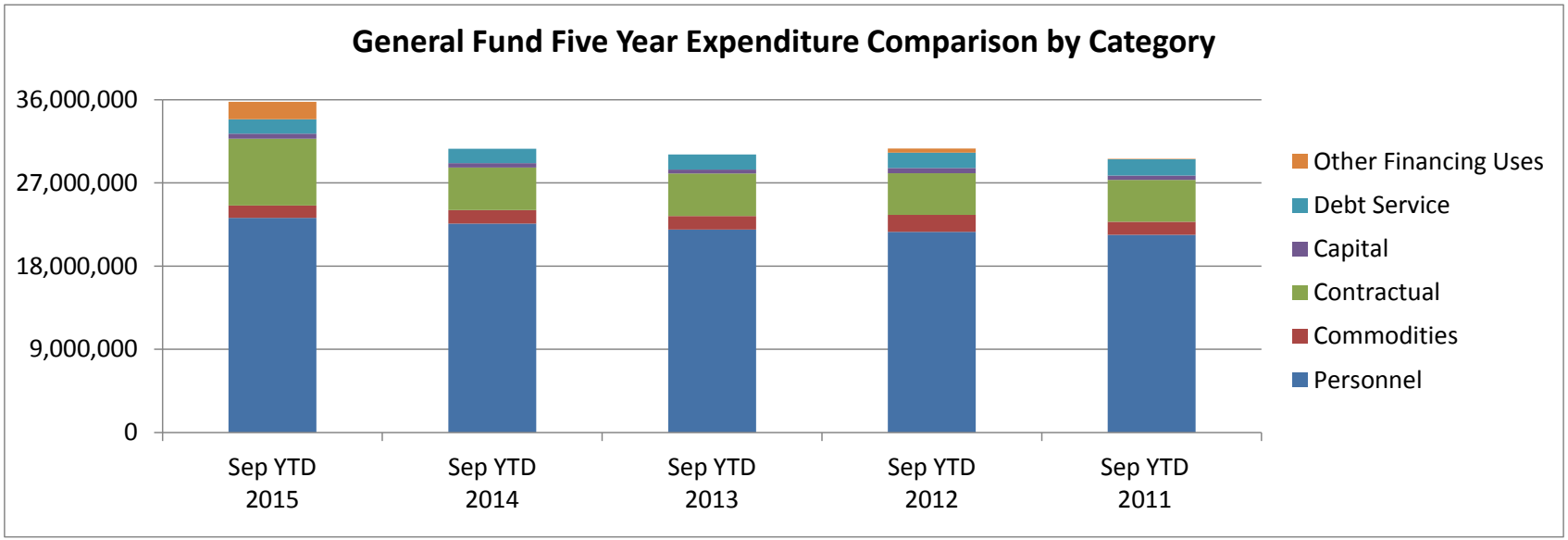
	2010	2011	2012	2013	2014	2015 Budget
Population*	30,375	30,799	31,286	31,675	31,675	31,675
General Fund						
General Government Services	$ 233	$ 234	$ 233	$ 223	$ 233	$ 260
Direct Services	$ 987	$ 980	$ 988	$ 980	$ 1,049	$ 1,088
Public Works	$ 169	$ 171	$ 166	$ 165	$ 172	$ 183
Police	$ 340	$ 338	$ 345	$ 354	$ 375	$ 384
Fire	$ 244	$ 249	$ 259	$ 253	$ 290	$ 289
Library	$ 42	$ 37	$ 38	$ 37	$ 37	$ 42
Parks & Recreation	$ 191	$ 186	$ 181	$ 171	$ 176	$ 191
Debt Service	$ 61	$ 68	$ 66	$ 63	$ 59	$ 59
Total Expenditure Per Capita	$ 1,281	$ 1,282	$ 1,287	$ 1,267	$ 1,341	$ 1,407
Debt Service Fund						
General Obligation Debt Per Capita	$ 36	$ 31	$ 31	$ 30	$ 35	$ 35

* Source: Colorado Department of Local Affairs Municipal Population Estimates By County

City of Englewood, Colorado

General Fund - Five Year Expenditure Comparison by Category

	Sep YTD 2015	YTD % Change	% of Total	Sep YTD 2014	YTD % Change	% of Total	Sep YTD 2013	YTD % Change	% of Total	Sep YTD 2012	YTD % Change	% of Total	Sep YTD 2011	% of Total
Personnel services														
Salaries and wages	17,079,538	5.100%	38.324%	16,250,111	0.440%	38.265%	16,179,367	-0.470%	40.249%	16,256,343	1.170%	39.073%	16,067,607	40.373%
Overtime	478,535	-28.420%	1.074%	668,500	28.000%	1.574%	522,250	1.850%	1.299%	512,766	23.430%	1.232%	415,421	1.044%
Benefits	5,667,789	-0.160%	12.718%	5,677,057	8.330%	13.368%	5,240,487	5.930%	13.037%	4,946,992	0.920%	11.890%	4,902,028	12.317%
Personnel services total	23,225,863	2.790%	52.115%	22,595,668	2.980%	53.207%	21,942,104	1.040%	54.585%	21,716,101	1.550%	52.196%	21,385,056	53.735%
Commodities total	1,324,542	-8.580%	2.972%	1,448,884	-1.320%	3.412%	1,468,338	-19.490%	3.653%	1,823,735	28.460%	4.383%	1,419,741	3.567%
Contractual services total	7,236,135	57.070%	16.237%	4,606,821	0.100%	10.848%	4,602,253	2.030%	11.449%	4,510,676	-0.030%	10.842%	4,511,902	11.337%
Capital total	541,094	9.790%	1.214%	492,841	13.350%	1.161%	434,809	-22.190%	1.082%	558,806	13.980%	1.343%	490,274	1.232%
Total Expenditures	32,327,634	10.920%	72.538%	29,144,214	2.450%	68.627%	28,447,503	-0.570%	70.768%	28,609,318	2.890%	68.764%	27,806,972	69.871%
Debt service total	1,563,561	1.120%	3.508%	1,546,196	-5.090%	3.641%	1,629,050	-2.130%	4.053%	1,664,587	-4.460%	4.001%	1,742,313	4.378%
Other financing uses total	1,871,516			0			0			434,000			52,815	
Total Uses of Funds	35,762,711	0.000%	76.046%	30,690,410	0.000%	72.268%	30,076,553	0.000%	74.820%	30,707,905	0.000%	72.765%	29,602,100	74.382%
Annual Total	44,566,709	4.943%		42,467,619	5.645%		40,198,370	-3.381%		41,604,917	4.541%		39,797,514	
YTD % of Annual Total	80.245%			72.268%			74.820%			73.808%			74.382%	



General Fund - Transfers

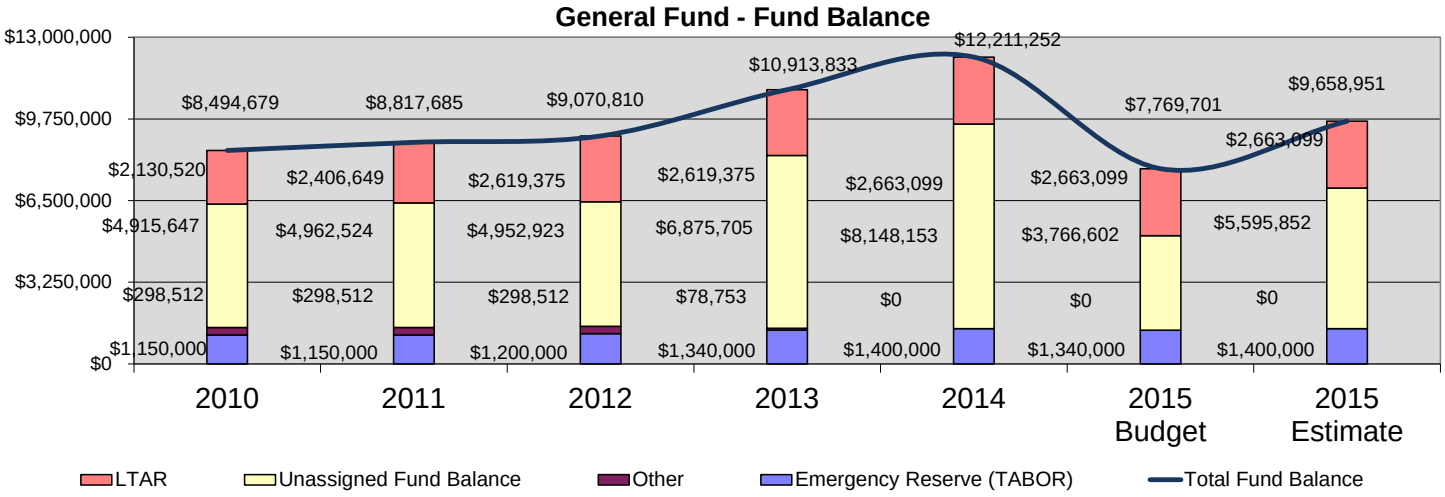
The General Fund has provided funds to and has received funds from Special Revenue Funds, Capital Projects Funds, and Internal Service Funds in order to buffer temporary gaps in revenue and expenditure amounts. The General Fund received the following net transfers:

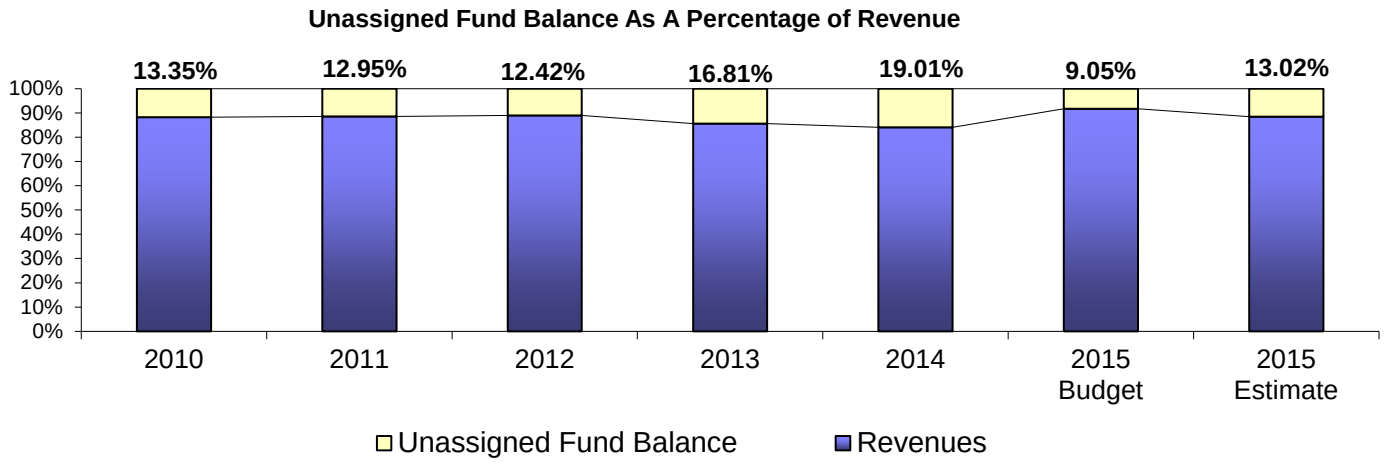
Source of Funds	2015 Budget Amount	2015 YTD Net Amount	2014 Net Annual Amount
Special Revenue Funds			
Donors Fund	$ -	$ 101,450	$ -
Capital Project Funds			
Public Improvement Fund (PIF)	294,326	(1,577,190)	$ 479,544
Enterprise Funds			
Golf Course Fund	-	-	63,000
Internal Service Funds			
Central Services Fund	-	-	50,000
Servicenter Fund	-	-	300,000
Net Transfers In (Out) Total	$ 294,326	$ (1,475,740)	$ 892,544

General Fund - Fund Balance

The City designates the fund balance into two categories, restricted and unrestricted. The portion of the fund balance which is restricted is referred to as the "Reserves" while the unrestricted portion is referred to as the unassigned fund balance. The unassigned fund balance represents funds the City sets aside for a "rainy day". Another way to view these unrestricted funds is as a stabilization fund, the intent of which is to smooth over unexpected fluctuations in revenues and expenditures. The fund balance is normally built up when revenues exceed expenditures. In the past, excess funds have been transferred out, usually for capital projects identified in the Multiple Year Capital Plan (MYCP). The estimated unassigned fund balance is not adequate to provide for a transfer from the General Fund to the capital projects funds.

Long Term Asset Reserve (LTAR) At the 2008 Budget workshop, City Council discussed and directed staff to establish a General Fund reserve account to accumulate funds from the sale, lease, or earnings from long-term assets. It was also determined that these funds should be used in a careful, judicious and strategic manner. The funds restricted in this account are to be expended if the funds are appropriated in the annual budget or by supplemental appropriation. The balance at the end of December 2014 was $2,663,099. The current and estimated year-end LTAR balance is $2,663,099.





The City's General Fund ended 2014 with total reserves of $12,211,252, and an unassigned fund balance of $8,148,153 or 19 percent of revenues (19.2 percent of expenditures). The *budgeted* total reserves for 2015 are $7,769,701 with an unassigned fund balance of $3,766,602 or nine percent of budgeted revenues or 8.5 percent of budgeted expenditures. Estimated total reserves for 2015 are $9,658,951 with an unassigned fund balance of $5,595,852 or 13.02 percent of estimated revenue. The $5,595,852 unassigned fund balance would allow the City to operate for approximately 46 days (using average daily projected expenditures) if all other revenues and financing sources ceased. In these times of economic uncertainty, it is more important than ever to maintain reserves to help the City make up for revenue shortfalls and unexpected expenditure increases given that the one-time transfers made to the General Fund to help maintain reserves are no longer available.

PUBLIC IMPROVEMENT FUND OVERVIEW

The Public Improvement Fund (PIF) accounts for the City's "public-use" capital projects (e.g. roads, bridges, pavement, etc.). The PIF funding is from the collection of vehicle and building use taxes, intergovernmental revenues, interest income, and other miscellaneous sources.

The table on the next page illustrates the PIF Year-To-Date (YTD) revenues and expenditures for the years 2013 through 2015. The dollar and percentage change between each year is also provided. The Estimated Ending Fund Balance is included in order to account for the remaining PIF appropriation in addition to the remaining annual revenue anticipated for the fund.

Public Improvement Fund (PIF)	**2015**	2015 vs 2014 Increase (Decrease)		**2014**	2014 vs 2013 Increase (Decrease)		**2013**
YTD Revenues	**$ 5,441,710**	$ 2,516,867	86.05%	**$ 2,924,843**	$ 73,190	2.57%	**$ 2,851,653**
YTD Expenditures	**4,040,983**	$ 628,415	18.41%	**3,412,568**	$ 347,420	11.33%	**3,065,148**
Net Revenues (Expenditures)	**$ 1,400,727**	$ 1,888,452		**$ (487,725)**	$ (274,230)		**$ (213,495)**
Beginning PIF Fund Balance	**$ 2,345,137**			**$ 1,905,453**			**$ 1,320,371**
Ending PIF Fund Balance Before Remaining Annual Revenue and Appropriation	**$ 3,745,864**			**$ 1,417,728**			**$ 1,106,876**
Plus: Remaining Annual Revenue	**578,776**			**297,551**			**553,010**
Less: Remaining Annual Appropriation	**(2,607,479)**			**(1,651,338)**			**(915,043)**
Estimated Ending Unappropriated Fund Balance	**$ 1,717,161**			**$ 63,941**			**$ 744,843**
Unappropriated Fund Balance as of December 31,				**$ 869,835**			**$ 785,553**

The three main funding sources for the PIF are Vehicle Use Tax, Building Use Tax and Arapahoe County Road and Bridge Tax.

	2015 Estimate	2015 Adopted Budget	2015 YTD Actual	2015 Vs 2014 Amount	2015 Vs 2014 %	2014 YTD Actual	2014 Vs 2013 Amount	2014 Vs 2013 %	2013 YTD Actual
Vehicle Use Tax	$ 1,600,000	$ 1,350,000	$ 1,205,238	$ 155,415	15%	$ 1,049,823	$ 115,883	12%	$ 933,940
Building Use Tax	$ 1,985,000	$ 1,550,000	$ 2,048,732	$ 469,976	30%	$ 1,578,756	$ 9,997	1%	$ 1,568,759
Arapahoe County Road and Bridge Tax	$ 195,000	$ 199,000	$ 174,753	$ (749)	0%	$ 175,502	$ (3,173)	-2%	$ 178,675

Vehicle Use Tax is based on the valuation of new vehicles purchased by City of Englewood residents. This tax is collected and remitted by Arapahoe County at the time the vehicle is registered. ***Building Use Tax*** is based on the valuation of building permits issued by the City of Englewood. These revenue sources are monitored periodically to determine the revision of the annual estimate. ***Arapahoe County Road and Bridge Tax*** is restricted to the construction and maintenance of streets and bridges. This tax is based on a mill levy established by Arapahoe County multiplied by 50% of the City's assessed property valuation.

2015 Year-To-Date City Funds At-A-Glance

(Please refer to "Funds Glossary" for a Brief Description of Funds and Fund Types)

	Beginning Balance	Revenue	Expenditure	Other Sources (Uses)	Restricted/ Committed Balance	Estimated Ending Balance
Governmental Fund Types (Fund Balance)						
General Fund	12,211,250	33,731,932	33,891,195	1,670,062	4,063,099	9,658,951
Special Revenue Funds						
Conservation Trust	1,491,458	168,010	71,474	(1,306,388)	-	281,606
Open Space	1,562,993	185,477	475,237	(1,102,398)	-	170,835
Donors	346,859	298,054	67,852	(101,450)	-	475,610
Community Development	-	192,375	194,313	1,937	-	-
Malley Center Trust	233,626	2,156	-	-	-	235,781
Parks & Recreation Trust	457,594	8,587	6,704	-	-	459,478
Debt Service Fund						
General Obligation Bond	61,105	1,104,640	131,534	-	-	1,034,210
Capital Projects Funds						
PIF	2,345,137	3,570,194	1,616,049	(2,582,122)	-	1,717,161
MYCP	972,799	174,946	728,919	(414,458)	-	4,368
Proprietary Fund Types (Funds Available Balance)						
Enterprise Funds						
Water	11,237,162	5,683,473	6,067,876	-	-	10,852,759
Sewer	4,539,031	13,954,449	11,630,686	-	1,000,000	5,862,794
Stormwater Drainage	1,232,976	284,870	116,251	-	102,500	1,299,095
Golf Course	672,683	1,760,700	1,334,974	-	215,773	882,637
Concrete Utility	499,552	783,129	430,003	-	-	852,678
Housing Rehabiliation	1,455,047	390,211	462,668	-	-	1,382,591
Internal Service Funds						
Central Services	73,390	210,455	212,256	-	-	71,589
ServiCenter	1,450,471	1,718,590	1,433,157	-	-	1,735,905
CERF	1,621,229	715,943	285,441	-	-	2,051,731
Employee Benefits	33,719	4,755,887	4,925,168	-	-	(135,562)
Risk Management	8,722	1,530,826	1,112,346	-	-	427,201

CLOSING

The Finance and Administrative Services Department staff works closely with the City Manager's Office and the various departments to help identify revenue and expenditure threats, trends and opportunities as well as strategies to balance revenues and expenditures. The City Council will be provided monthly financial reports. It is important to frequently monitor the financial condition of the City so City staff and Council can work together to take action, if necessary, to maintain service levels, employees, and fiscal health of the City.

This report will be reviewed with City Council at an upcoming study session. If you have any questions regarding this report, please contact me at **303.762.2401**.

FUNDS GLOSSARY

Capital Equipment Replacement Fund (CERF) – Accounts for the accumulation of funds for the scheduled replacement of City-owned equipment and vehicles.

Capital Projects Funds account for financial resources to be used for the acquisition and/or construction of major capital facilities (other than those financed by proprietary funds).

Central Services Fund – Accounts for the financing of printing services and for maintaining an inventory of frequently used or essential office supplies provided by Central Services to other departments of the City on a cost reimbursement basis.

Community Development Fund – Accounts for the **art** Shuttle Program which is funded in part by the Regional Transportation District (RTD). **art** provides riders free transportation to 19 stops connecting CityCenter Englewood, businesses in downtown Englewood, and the medical facilities in and near Craig Hospital and Swedish Medical Center.

Concrete Utility Fund – Accounts for revenues and expenses associated with maintaining the City's sidewalks, curbs and gutters.

Conservation Trust Fund – Accounts for the acquisition of parks and open space land not previously owned by the City and for improvements to existing park and recreation facilities. Financing is provided primarily from State Lottery funds.

Debt Service Funds account for the accumulation of resources and payment of general obligation bond principal and interest from governmental resources and special assessment bond and loan principal and interest from special assessment levies when the government is obligated in some manner for payment.

Donors' Fund – Accounts for funds donated to the City for various specified activities.

Employee Benefits Fund – Accounts for the administration of providing City employee benefit programs: medical, dental, life, and disability insurance.

Enterprise Funds account for operations that: (a) are financed and operated in a manner similar to private business enterprises where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges, or (b) where the City Council has decided that periodic determination of revenue earned, expenses incurred and/or net income is appropriate for capital maintenance, public policy, management controls, accountability or other purposes.

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.

General Obligation Bond Fund – Accounts for the accumulation of monies for payment of General Obligation Bond principal and interest.

Golf Course Fund – Accounts for revenues and expenses associated with the operations of the Englewood Municipal Golf Course.

Governmental Funds distinguish functions of the City that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user

fees and charges (business-type activities). These funds focus on the near-term *inflows and outflows of spendable resources*, as well as on balances of spendable resources available at the end of the year.

Housing Rehabilitation Fund – Accounts for revenues and expenses associated with the City's housing rehabilitation program.

Internal Service Funds are used to account for the financing of goods or services provided by one department or agency to other departments or agencies of the City on a cost-reimbursement basis.

MOA – Museum of Outdoor Arts

Malley Center Trust Fund – Accounts for a trust established by Elsie Malley to be used for the benefit of the Malley Senior Recreation Center.

Multi-Year Capital Projects Fund (MYCP) - Accounts for the acquisition and/or construction of major capital improvements and facilities. Financing is provided primarily with transfers from other City Funds.

Open Space Fund – Accounts for the acquisition of parks and open space land not previously owned by the City and for improvements to existing park and recreation facilities. Financing is provided from the Arapahoe County Open Space Sales Tax of .25%. The Open Space Tax was created on December 1, 2004 and expires on December 31, 2023.

Parks and Recreation Trust Fund – Accounts for a trust established by the City, financed primarily by donations, to be used exclusively for specific park and recreation projects.

Proprietary Funds account for operations that are financed and operated in a manner similar to private business enterprises. It is the intent that the cost of providing such goods or services will be recovered through user charges.

Public Improvement Fund (PIF) – Accounts for the acquisition and/or construction of major capital improvements and facilities. Financing is provided primarily from building and vehicle use taxes.

Risk Management Fund – Accounts for the administration of maintaining property and liability and workers' compensation insurance.

ServiCenter Fund – Accounts for the financing of automotive repairs and services provided by the ServiCenter to other departments of the City, or to other governmental units, on a cost reimbursement basis.

Sewer Fund – Accounts for revenues and expenses associated with providing wastewater services to the City of Englewood residents and some county residents.

Special Revenue Funds account for the proceeds of specific revenue sources that are legally restricted to expenditure for specified purposes.

Storm Drainage Fund – Accounts for revenues and expenses associated with maintaining the City's storm drainage system.

Water Fund – Accounts for revenues and expenses associated with providing water services to City of Englewood residents.

General Fund Comparative Revenue, Expenditure & Fund Balance Report

as of September 30, 2015

Percentage of Year Completed = 75%

	2015				2014			2013		
Fund Balance January 1	$ 10,416,386	$ 12,211,250		$ 12,211,250	$ 10,913,833	$ 10,913,833		$ 9,070,810	$ 9,070,810	
	Budget	Sep-15	% Budget	YE Estimate	Dec-14	Sep-14	% YTD	Dec-13	Sep-13	% YTD
Revenues										
Property Tax	2,900,000	2,886,878	99.55%	2,900,000	2,892,433	2,866,799	99.11%	2,900,715	2,851,580	98.31%
Specific Ownership Tax	260,000	205,586	79.07%	260,000	291,670	190,950	65.47%	266,881	178,630	66.93%
Sales & Use Taxes	24,200,000	20,261,332	83.72%	26,081,262	24,839,297	18,481,668	74.40%	23,433,775	17,361,276	74.09%
Cigarette Tax	179,000	136,000	75.98%	179,000	188,652	137,472	72.87%	195,088	141,373	72.47%
Franchise Fees	3,017,550	2,323,252	76.99%	3,148,550	3,207,978	2,216,394	69.09%	3,101,310	2,135,379	68.85%
Hotel/Motel Tax	12,000	10,750	89.58%	12,000	11,948	8,832	73.92%	12,039	8,886	73.81%
Licenses & Permits	1,107,122	1,215,023	109.75%	1,168,222	1,576,299	1,117,417	70.89%	1,446,578	1,245,314	86.09%
Intergovernmental Revenue	1,400,924	1,165,120	83.17%	1,624,318	1,869,045	1,011,539	54.12%	1,488,204	956,654	64.28%
Charges for Services	3,335,262	2,282,425	68.43%	2,905,192	3,215,032	2,355,142	73.25%	3,469,845	2,441,186	70.35%
Recreation	2,556,900	2,213,587	86.57%	2,485,500	2,466,421	2,232,404	90.51%	2,420,443	2,172,027	89.74%
Fines & Forfeitures	1,396,844	802,698	57.47%	1,008,350	1,350,164	1,045,838	77.46%	1,317,707	1,005,382	76.30%
Interest	88,164	62,666	71.08%	88,164	68,340	51,356	75.15%	(10,223)	7,070	-69.16%
EMRF Rents	858,882	663,299	77.23%	858,882	684,683	503,694	73.57%	573,526	439,295	76.60%
Miscellaneous	313,050	166,614	53.22%	262,212	210,531	166,772	79.21%	285,931	245,864	85.99%
Total Revenues	41,625,698	34,395,230	82.63%	42,981,652	42,872,493	32,386,277	75.54%	40,901,819	31,189,916	76.26%
Expenditures										
Legislation	357,575	194,783	54.47%	356,381	329,738	204,690	62.08%	280,920	161,005	57.31%
City Attorney	869,106	516,396	59.42%	886,605	726,377	516,947	71.17%	719,781	516,900	71.81%
Court	1,085,494	721,538	66.47%	1,038,709	942,264	686,814	72.89%	922,245	682,828	74.04%
City Manager	731,307	578,046	79.04%	735,410	673,402	507,771	75.40%	675,844	508,269	75.21%
Human Resources	482,893	376,875	78.05%	628,079	441,956	311,059	70.38%	408,551	292,110	71.50%
Financial Services	1,805,052	1,218,303	67.49%	1,811,926	1,566,733	1,126,634	71.91%	1,533,060	1,113,920	72.66%
Information Technology	1,425,389	997,299	69.97%	1,438,163	1,348,275	958,664	71.10%	1,336,591	998,791	74.73%
Public Works	5,790,091	4,086,052	70.57%	5,730,645	5,440,975	3,967,248	72.91%	5,234,383	3,867,102	73.88%
Fire Department	9,139,834	8,289,273	90.69%	8,534,799	9,176,241	6,030,005	65.71%	8,002,677	5,924,754	74.03%
Police Department	12,157,100	9,201,479	75.69%	12,236,555	11,872,226	8,610,547	72.53%	11,226,157	8,399,220	74.82%
Community Development	1,288,781	837,211	64.96%	1,237,019	1,128,034	775,713	68.77%	1,113,710	798,826	71.73%
Library	1,317,657	836,691	63.50%	1,283,016	1,165,446	865,243	74.24%	1,174,656	863,054	73.47%
Recreation	6,053,116	4,256,164	70.31%	6,027,588	5,574,428	4,423,353	79.35%	5,402,599	4,234,881	78.39%
Debt Service	1,863,314	1,569,148	84.21%	1,863,316	1,869,902	1,549,521	82.87%	2,005,830	1,630,875	81.31%
Contingency	200,000	211,938	105.97%	250,000	211,623	156,203	73.81%	88,360	84,017	95.08%
Total Expenditures	44,566,709	33,891,196	76.05%	44,058,211	42,467,620	30,690,412	72.27%	40,125,364	30,076,552	74.96%
Excess revenues over (under) expenditures	(2,941,011)	504,034	-17.14%	(1,076,559)	404,873	1,695,865		776,455	1,113,364	
Net transfers in (out)	294,326	(1,475,740)	-501.40%	(1,475,740)	892,544	892,544	100.00%	1,066,568	1,139,574	106.84%
Total Fund Balance	$ 7,769,701	$ 11,239,544	144.66%	$ 9,658,951	$ 12,211,250	$ 13,502,242	110.57%	$ 10,913,833	$ 11,323,748	103.76%

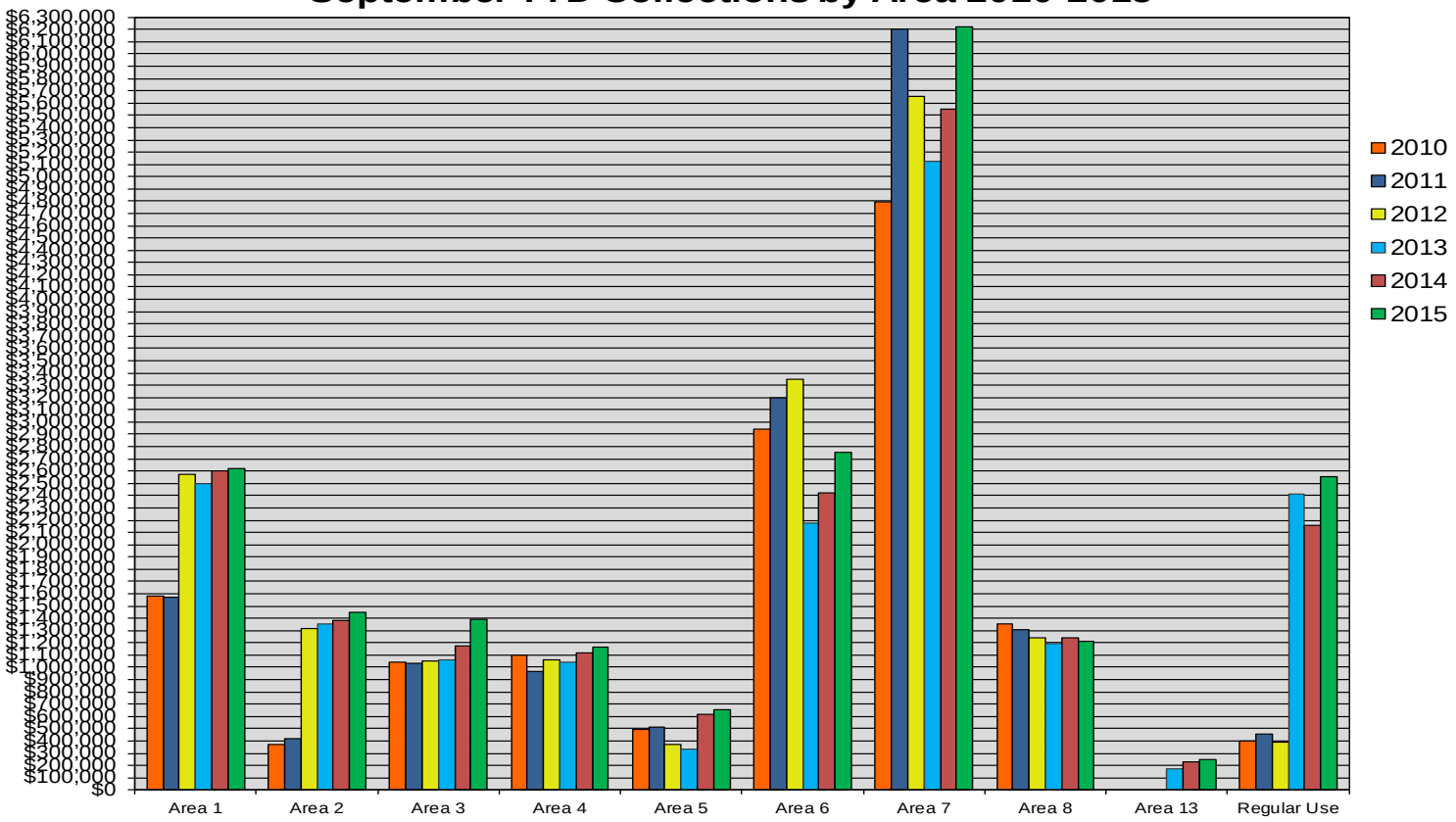
Fund Balance Analysis

Total Fund Balance	$ 7,769,701	$ 11,239,544	$ 9,658,951	$ 12,211,250		$ 10,913,833
Restricted Fund Balance						
-Emergencies (TABOR)	1,340,000	1,400,000	1,400,000	1,400,000		1,340,000
Committed Fund Balance						
-LTAR	2,663,099	2,663,099	2,663,099	2,663,099		2,619,375
-COPS Grant	-	-	-	-		78,753
Restricted/Committed	$ 4,003,099	$ 4,063,099	$ 4,063,099	$ 4,063,099		$ 4,038,128
Estimated Unassigned Fund Balance	$ 3,766,602	$ 7,176,445	$ 5,595,852	$ 8,148,151		$ 6,875,705
As a percentage of projected revenues	8.76%	16.70%	13.02%	19.01%		16.81%
As a percentage of budgeted revenues	9.05%	17.24%	13.44%			
Target	4,162,570	-	6,243,855			

Sales & Use Tax Collections Year-to-Date Comparison (Cash Basis)
for the month of September 2015

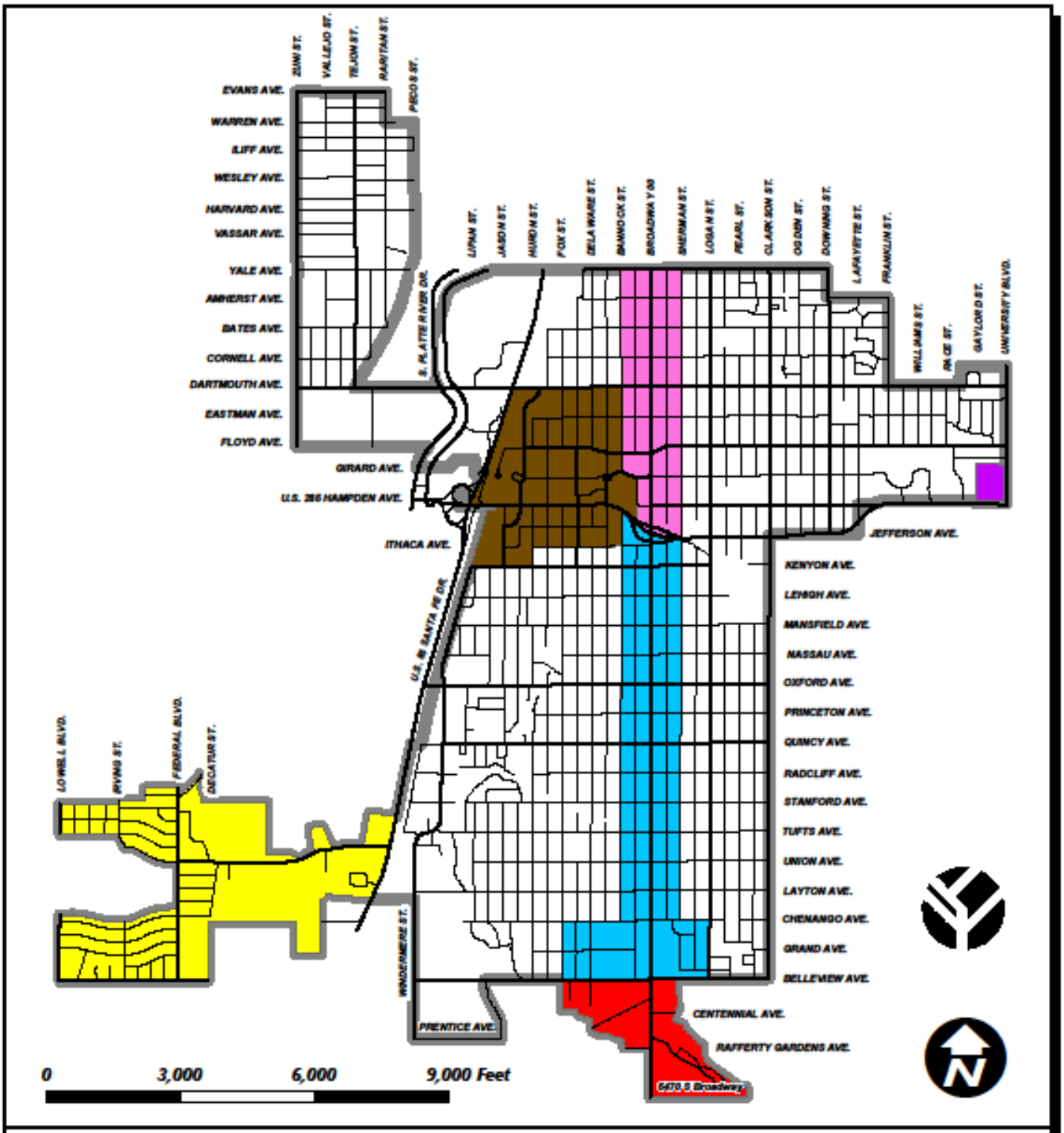
	2010	% Change	2011	% Change	2012	% Change	2013	% Change	2014	% Change	2015	% Change	$ Change
Area 1	1,583,523	-10.99%	1,572,222	-0.71%	2,577,971	63.97%	2,493,748	-3.27%	2,599,747	4.25%	2,620,080	0.78%	20,333
Area 2	375,718	7.44%	415,582	10.61%	1,318,991	217.38%	1,358,626	3.00%	1,379,299	1.52%	1,447,071	4.91%	67,772
Area 3	1,044,494	11.00%	1,029,138	-1.47%	1,050,005	2.03%	1,061,708	1.11%	1,172,191	10.41%	1,389,515	18.54%	217,324
Area 4	1,094,875	-6.55%	962,708	-12.07%	1,063,716	10.49%	1,038,767	-2.35%	1,114,767	7.32%	1,164,076	4.42%	49,310
Area 5	489,784	-3.39%	515,203	5.19%	370,731	-28.04%	335,735	-9.44%	617,980	84.07%	651,065	5.35%	33,085
Area 6	2,942,762	-10.48%	3,192,774	8.50%	3,349,839	4.92%	2,172,790	-35.14%	2,425,044	11.61%	2,754,420	13.58%	329,375
Area 7	4,795,562	-23.09%	6,202,314	29.33%	5,653,044	-8.86%	5,127,595	-9.29%	5,548,215	8.20%	6,224,960	12.20%	676,745
Area 8	1,351,530	-11.16%	1,304,621	-3.47%	1,244,356	-4.62%	1,188,977	-4.45%	1,242,245	4.48%	1,212,407	-2.40%	-29,838
Area 13			0	0.00%	0	0.00%	169,692	0.00%	226,384	33.41%	251,638	11.16%	25,254
Regular Use	395,501	48.43%	454,123	14.82%	389,735	-14.18%	2,411,435	518.74%	2,157,881	-10.51%	2,557,185	18.50%	399,304
Subtotal	14,073,749	-12.36%	15,648,684	11.19%	17,018,388	8.75%	17,359,073	2.00%	18,483,753	6.48%	20,272,416	9.68%	1,788,663
Area 9	1,344,209	-3.18%	1,368,624	1.82%	0	-100.00%	0	0.00%	0	0.00%	0	0.00%	0
Area 10	18,748	15.28%	20,748	10.67%	0	-100.00%	0	0.00%	0	0.00%	0	0.00%	0
Area 9 and 10	1,362,957	0.90%	1,389,373	1.94%	0	-100.00%	0	0.00%	0	0.00%	0	0.00%	0
Area 11	104,109	-7.19%	110,357	6.00%	0	-100.00%	0	0.00%	0	0.00%	0	0.00%	0
Area 12	2,764	-20.57%	2,920	5.66%	0	-100.00%	0	0.00%	0	0.00%	0	0.00%	0
Area 11 and 12	106,872	-2.77%	113,277	5.99%	0	-100.00%	0	0.00%	0	0.00%	0	0.00%	0
Subtotal	1,469,829	0.63%	1,502,650	2.23%	0	-100.00%	0	0.00%	0	0.00%	0	0.00%	0
Total	15,543,578	-1.08%	17,151,334	10.34%	17,018,388	-0.78%	17,359,073	2.00%	18,483,753	6.48%	20,272,416	9.68%	1,788,663
Refunds	199,665	174.37%	33,486	-83.23%	154,453	361.24%	31,272	-79.75%	75,718	142.13%	132,446	74.92%	56,728
Audit & Collections Rev	335,789	-26.69%	176,618	-47.40%	104,911	-40.60%	107,704	2.66%	169,467	57.35%	294,709	73.90%	125,242
****included Above**													
Unearned Sales Tax	600,000	0.00%	1,100,000	83.33%	1,150,000	4.55%	1,150,000	0.00%	1,150,000	0.00%	1,150,000	0.00%	0
Building Use	469,887	85.07%	470,266	0.08%	646,980	37.58%	1,568,759	142.47%	1,578,756	0.64%	2,048,732	29.77%	469,976
Vehicle Use	686,142	-3.48%	726,861	5.93%	965,338	32.81%	1,056,850	9.48%	1,162,691	10.01%	1,351,733	16.26%	189,042

September YTD Collections by Area 2010-2015



Area Descriptions

Area 1 - CityCenter (Formerly Cinderella City)
Area 2 - S of Yale, north & south side of Jefferson Ave/US 285 between Bannock and Sherman
Area 3 - S of Jefferson Ave/US 285 between Bannock & Sherman and north side of Belleview between Logan & Delaware
Area 4 - Broadway and Belleview (Between Fox and Sherman and south side of Belleview and to the Southern City Limits)
Area 5 - Federal and Belleview W of Santa Fe Drive
Area 6 - All other City locations
Area 7 - Outside City limits
Area 8 - Public Utilities
Area 13 - Hampden Avenue (US 285) and University Boulevard



City of Englewood, Colorado: Sales Tax Areas

Area 1*	Area 4	Arterials and Collectors
Area 2*	Area 5	Local Streets
Area 3	Area 13	Englewood City Limits

Areas Not Depicted on Map:

Area 6 - Other City Locations* Area 7 - Outside City Limits Area 8 - Public Utilities

* Includes EURA designated Areas 9, 10, 11, & 12

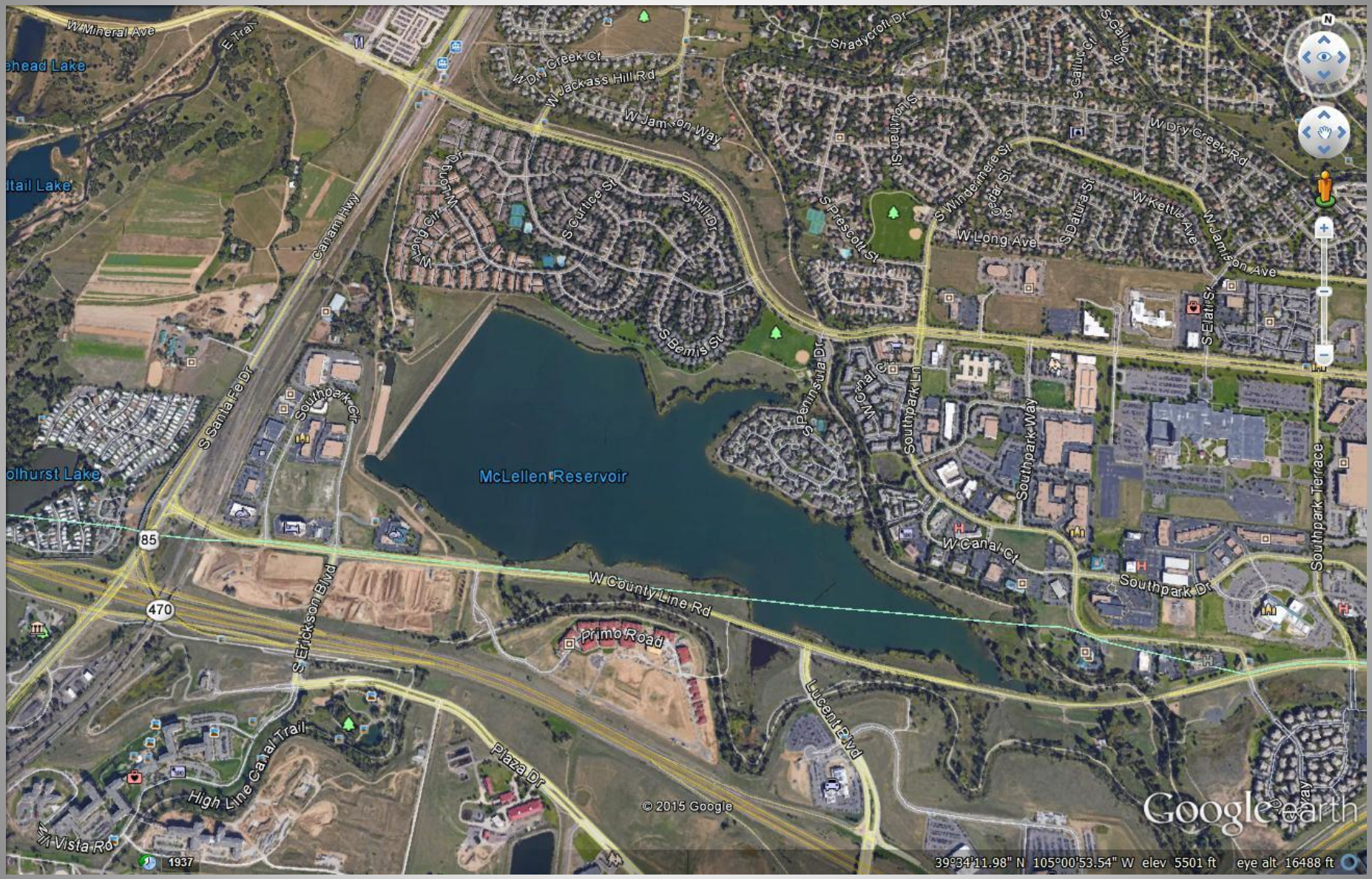
McLellan Reservoir

Owner: City of Englewood

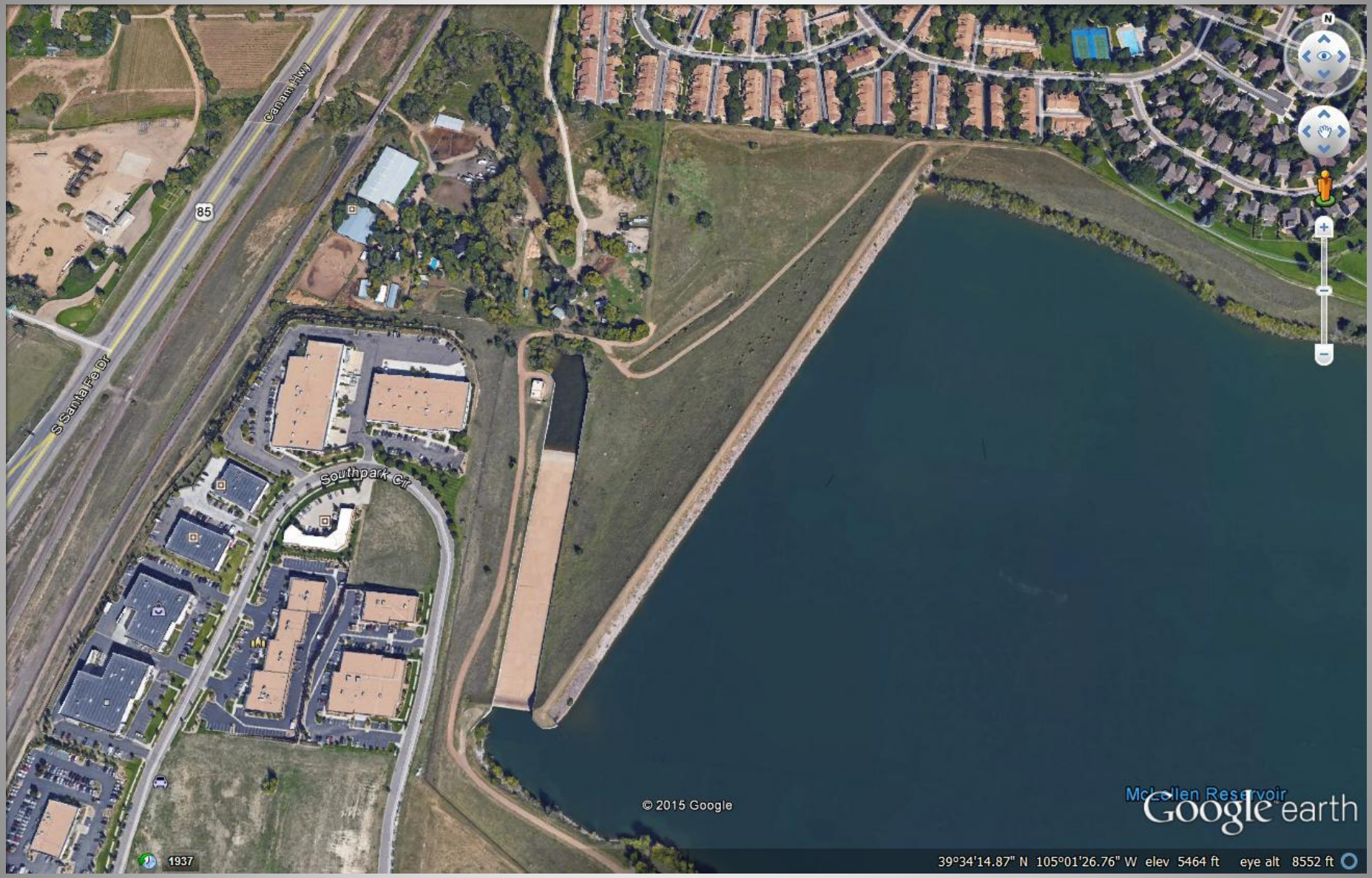
W. W. Wheeler and Associates, Inc.

Steven Maly, P.E.

McLellan Reservoir



McLellan Dam



McLellan Dam

- Original Construction: Early 1960's
- Dam Height: 110 feet
- Dam Length: 2,000 feet
- Storage Capacity: 6,200 acre-feet
- Zoned Earthfill Dam
- Concrete Emergency Spillway
- Drainage: Dad Clark Gulch

Upstream Dam Face

South End of Dam and Spillway

Dam Crest and Downstream Face Looking North

McLellan Dam

- State Engineer's Office Jurisdiction
- Statewide Classification System
- "High Hazard" Rating is based on expected loss of life in the event of a dam failure.
- McLellan Classified As Large, High Hazard Dam
  - Annual Inspections by State Dam Safety Official
  - Monitoring: Seepage Rates, Level, Piezometers
- Inspection Report Action Items – Englewood has been responsive in addressing State concerns.

McLellan Dam

- Currently no significant dam safety concerns.
- All earth dam seep or leak. The key is to control the seepage using drainage systems.
- Several Piezometers installed in 2010.
- Recent analysis of piezometer data indicates seepage is being effectively controlled by drainage system and no suspected dam stability problems.
- North abutment seepage is being controlled by drain system installed in 1979.
- Minor maintenance issues.

McLellan Dam History

- 1962-1964: Original Dam Construction
- 1969: High Seepage on North Side. Drain system installed. Clay lining may also have been installed.
- 1978: Slough on north slope below the dam. Additional drain system installed.
- 1982/2002: Repairs of Spillway Concrete.

Emergency Spillway

Downstream Face Looking North

Downstream Face Looking South

MEMORANDUM

TO:	City Council
THROUGH:	Eric A. Keck, City Manager
THROUGH:	Rick Kahm, Director of Public Works
FROM:	Ladd Vostry, Traffic Engineer
DATE:	October 14, 2015
SUBJECT:	Oxford / Windermere Pedestrian Access – (Follow-up) COUNCIL REQUEST NO. 15-206

City Council recently directed staff to install a new crosswalk across Oxford Avenue at the Oxford and Navajo/Windermere intersection. A request was made to provide information on cost associated with placing of this new pedestrian crossing. The following is a list of needed improvements to support this modification (see attached Fig.1):

- Remove the existing stop line on Oxford for the eastbound traffic
- Remove about 15 feet of the median nose and relocate median sign (R4-7)
- Install the pedestrian countdown signal head and pedestrian pushbutton assembly at the northwest and southwest corners
- Install Turning Vehicles Yield to Pedestrian (R10-15) signs on traffic signal poles at the northwest and southwest corners (to remind drivers who are making turns to yield to pedestrians)
- Additionally, a new pedestrian signal pole assembly should be installed at the northwest corner of the intersection to follow the current Manual on Uniform Traffic Control Devices (MUTCD) guidelines regarding optimal locations of pedestrian detectors (pushbuttons).

To keep the cost to a minimum, we plan structure this work as a cooperative project between contractors and the city force. Below is the cost estimate to complete this project:

Stop line removal, crosswalk installation	$ 3,500 (by contractor)
Median alteration	$ 6,000 (by contractor)
Pedestrian signal pole assembly	$ 7,000 (by contractor)
Material for signal modification, pedestrian countdown signal heads, pushbuttons, signs	$ 1,500 (equipment by City (*))
Total Estimated Cost:	**$18,000**

(*) City labor cost in range of $3,000 not included in the Total Estimated Cost.

Staff plans to proceed with the crossing installation as soon as possible pending weather and the contractors' schedule.

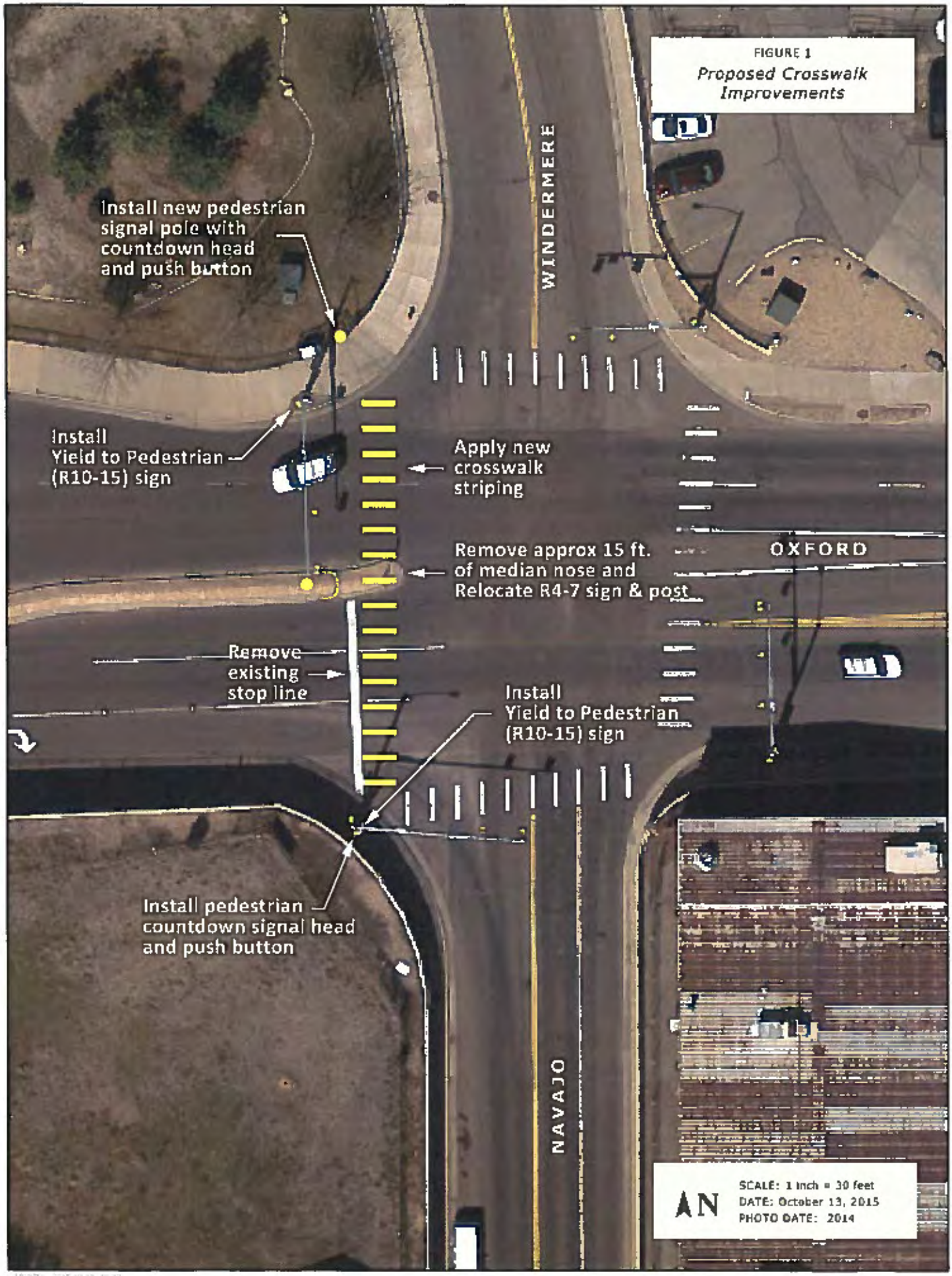


FIGURE 1
Proposed Crosswalk Improvements
WINDERMERE
OXFORD
NAVAJO
Install new pedestrian signal pole with countdown head and push button
Install Yield to Pedestrian (R10-15) sign
Apply new crosswalk striping
Remove approx 15 ft. of median nose and Relocate R4-7 sign & post
Remove existing stop line
Install Yield to Pedestrian (R10-15) sign
Install pedestrian countdown signal head and push button
N
SCALE: 1 inch = 30 feet
DATE: October 13, 2015
PHOTO DATE: 2014