

**AGENDA FOR THE
ENGLEWOOD CITY COUNCIL
STUDY SESSION
MONDAY, APRIL 22, 2013
COMMUNITY ROOM
6:00 P.M.**

- I. **Financial Report**
Financial and Administrative Services Director Frank Gryglewicz will discuss the March, 2013 Financial Report.
- II. **2013 Budget Update and 2014 Proposed Budget**
Financial and Administrative Services Director Frank Gryglewicz will provide a 2013 Budget Update and discuss the 2014 Proposed Budget.
- III. **Mill Levy**
City Council will discuss the City's mill levy.
- IV. **Acoma Property Proposal Selection Process**
Community Development Director Alan White will discuss the Acoma Property proposal selection process.
- V. **Budget Advisory Committee**
City Council will discuss the Budget Advisory Committee.
- VI. **Board and Commission Reports**
City Council Members will discuss their attendance at the various boards and commissions on which they serve.
- VII. **City Manager's Choice.**
- VIII. **City Attorney's Choice.**
- IX. **Council Member's Choice.**



City of Englewood

To: Mayor Randy Penn and City Council
From: Frank Gryglewicz, Director of Finance and Administrative Services
Date: April 15, 2013
Subject: December 2012 Financial Report

Summary of the December 2012 General Fund Financial Report (Please note the numbers in this Report are not audited and subject to change until the Comprehensive Annual Financial Report is presented to Council)

REVENUES:

- Through December 2012, the City of Englewood collected **\$39,889,799 or \$1,583,224 or 4.1 percent more** than 2011.
- The City collected \$2,874,816 in property and \$243,293 in specific ownership tax through December.
- **Year-end sales and use tax revenues were \$22,363,618 or \$626,508 or 2.9 percent more than year-end 2011**
- Cigarette tax collections were down \$1,145 compared to the prior year.
- Franchise fee collections were \$299,495 more than 2011.
- Licenses and permit collections were \$204,823 more than 2011.
- Intergovernmental revenues were \$140,915 more than the prior year.
- Charges for services increased \$57,207 from 2011.
- Recreation revenues decreased \$19,579 from 2011.
- Fines and forfeitures were \$96,695 more than the prior year.
- Investment income was \$6,989 less than 2011.
- Miscellaneous revenues were \$180,749 more than the prior year.
- Net Rent Revenue from McLellan Reservoir totaled \$551,295

OUTSIDE CITY:

- Outside City sales and use tax receipts (cash basis) were down \$484,747 or 6.2 percent compared to 2011.
- 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 (CCE):

- Sales and use tax revenue collected through December 2012 were \$3,414,514.

EXPENDITURES:

- Expenditures through December 2012 were \$40,265,587 or \$769,319 (1.9 percent) more than the \$39,496,268 expended through December 2011. Actual year-end expenditures were \$684,206 (1.7 percent) under budget. The City refunded \$244,919 in sales and use tax claims in 2012.

REVENUES OVER/UNDER EXPENDITURES:

- Expenditures exceeded revenues by \$375,788 for 2012 compared to expenditures exceeding revenues by \$1,189,693 in 2011.

TRANSFERS:

- Net transfers of \$628,913 were made by the end of December 2012 (please refer to page 16).

FUND BALANCE:

- The unaudited total fund balance is \$9,070,810 or 22.7% of unaudited revenue. The 2012 Unassigned Fund Balance is \$4,952,923 or 12.42% of unaudited revenue. The Reserved/Committed Fund Balance is \$4,117,887 or 10.3 percent of unaudited revenues. The mandatory TABOR reserve has been increased from \$1,150,000 to \$1,200,000 due to increases in revenue collection.
- The 2012 unaudited Long Term Asset Reserve (LTAR) balance is \$2,619,375 (please refer to page 16).

PUBLIC IMPROVEMENT FUND (PIF):

- The PIF collected \$2,878,316 in revenue and spent \$2,492,196 year-to-date. Unaudited fund balance is \$540,125.

General Fund Comparative Revenue, Expenditure & Fund Balance Report

as of December 31, 2012

Percentage of Year Completed = 100%

Fund Balance January 1	\$ 8,753,654	\$ 8,817,685	\$ 8,817,685	\$ 8,494,679	\$ 8,494,679	\$ 9,234,957	\$ 9,234,957			
Revenues	2012				2011			2010		
	Budget	Dec-12	% Budget	YE Estimate	Dec-11	Dec-11	% YTD	Dec-10	Dec-10	% YTD
Property Tax	2,880,000	2,874,816	99.82%	2,880,000	2,994,213	2,994,213	100.00%	3,020,884	3,020,884	100.00%
Specific Ownership Tax	250,000	243,293	97.32%	230,000	246,062	246,062	100.00%	263,434	263,434	100.00%
Sales & Use Taxes	22,115,126	22,363,618	101.12%	22,115,126	21,737,110	21,737,110	100.00%	20,866,515	20,866,515	100.00%
Cigarette Tax	190,000	189,618	99.80%	184,000	190,763	190,763	100.00%	196,320	196,320	100.00%
Franchise Fees	3,056,938	2,930,888	95.88%	2,900,000	2,631,393	2,631,393	100.00%	2,620,191	2,620,191	100.00%
Hotel/Motel Tax	8,713	10,395	119.30%	10,000	9,820	9,820	100.00%	8,806	8,806	100.00%
Licenses & Permits	574,025	983,359	171.31%	940,000	778,536	778,536	100.00%	695,563	695,563	100.00%
Intergovernmental Revenue	1,552,315	1,865,722	120.19%	1,821,012	1,724,807	1,724,807	100.00%	1,465,970	1,465,970	100.00%
Charges for Services	3,399,722	3,441,525	101.23%	3,261,304	3,384,318	3,384,318	100.00%	3,254,830	3,254,830	100.00%
Recreation	2,599,668	2,615,642	100.61%	2,609,701	2,635,221	2,635,221	100.00%	2,489,781	2,489,781	100.00%
Fines & Forfeitures	1,318,450	1,381,453	104.78%	1,368,450	1,284,758	1,284,758	100.00%	1,437,957	1,437,957	100.00%
Interest	100,000	84,045	84.05%	100,000	91,034	91,034	100.00%	100,545	100,545	100.00%
EMRF Rents	663,046	551,295	83.15%	546,112	425,159	425,159	100.00%	105,125	105,125	100.00%
Miscellaneous	411,998	354,130	85.95%	375,000	173,381	173,381	100.00%	293,658	293,658	100.00%
Total Revenues	39,120,001	39,889,799	101.97%	39,340,705	38,306,575	38,306,575	100.00%	36,819,579	36,819,579	100.00%
Expenditures										
Legislation	333,793	316,043	94.68%	337,748	298,731	298,731	100.00%	309,870	309,870	100.00%
City Attorney	746,734	712,036	95.35%	774,254	706,841	706,841	100.00%	702,228	702,228	100.00%
Court	974,417	886,249	90.95%	949,982	848,775	848,775	100.00%	901,469	901,469	100.00%
City Manager	672,072	658,047	97.91%	665,441	639,184	639,184	100.00%	659,882	659,882	100.00%
Human Resources	470,910	469,343	99.67%	461,343	430,792	430,792	100.00%	419,421	419,421	100.00%
Financial Services	1,541,645	1,464,305	94.98%	1,509,333	1,446,313	1,446,313	100.00%	1,445,581	1,445,581	100.00%
Information Technology	1,360,355	1,373,943	101.00%	1,342,364	1,332,766	1,332,766	100.00%	1,280,660	1,280,660	100.00%
Public Works	5,436,637	5,202,903	95.70%	5,327,838	5,259,875	5,259,875	100.00%	5,137,364	5,137,364	100.00%
Fire Department	7,711,732	8,100,554	105.04%	8,021,054	7,666,842	7,666,842	100.00%	7,425,903	7,425,903	100.00%
Police Department	10,921,455	10,788,935	98.79%	11,043,064	10,395,239	10,395,239	100.00%	10,312,633	10,312,633	100.00%
Community Development	1,478,398	1,262,451	85.39%	1,328,798	1,359,264	1,359,264	100.00%	1,301,473	1,301,473	100.00%
Library	1,256,481	1,180,771	93.97%	1,231,346	1,145,613	1,145,613	100.00%	1,284,083	1,284,083	100.00%
Recreation	5,834,425	5,649,246	96.83%	5,704,923	5,717,147	5,717,147	100.00%	5,811,809	5,811,809	100.00%
Debt Service	2,060,739	2,056,951	99.82%	2,060,739	2,096,463	2,096,463	100.00%	1,860,827	1,860,827	100.00%
Contingency	150,000	143,810	95.87%	150,000	152,423	152,423	100.00%	48,139	48,139	100.00%
Total Expenditures	40,949,793	40,265,587	98.33%	40,908,227	39,496,268	39,496,268	100.00%	38,901,342	38,901,342	100.00%
Excess revenues over (under) expenditures	(1,829,792)	(375,788)	20.54%	(1,567,522)	(1,189,693)	(1,189,693)		(2,081,763)	(2,081,763)	
Net transfers in (out)	1,306,739	628,913	48.13%	1,534,243	1,512,699	1,512,699	100.00%	1,341,485	1,341,485	100.00%
Total Fund Balance	\$ 8,230,601	\$ 9,070,810	110.21%	\$ 8,784,406	\$ 8,817,685	\$ 8,817,685	100.00%	\$ 8,494,679	\$ 8,494,679	100.00%

Fund Balance Analysis

Total Fund Balance	\$ 8,230,601	\$ 9,070,810	\$ 8,784,406	\$ 8,817,685	\$ 8,494,679
Restricted Fund Balance					
-Emergencies (TABOR)	1,150,000	1,200,000	1,200,000	1,150,000	1,150,000
Committed Fund Balance					
-LTAR	2,713,467	2,619,375	2,619,375	2,406,649	2,130,520
-COPS Grant	298,512	298,512	298,512	298,512	298,512
Restricted/Committed	\$ 4,161,979	\$ 4,117,887	\$ 4,117,887	\$ 3,855,161	\$ 3,579,032
Estimated Unassigned Fund Balance	\$ 4,068,622	\$ 4,952,923	\$ 4,666,519	\$ 4,962,524	\$ 4,915,647
As a percentage of projected revenues	10.34%	12.42%	11.86%	12.95%	13.35%
As a percentage of budgeted revenues	10.40%	12.66%	11.93%		
Target	3,912,000	-	5,868,000		



City of Englewood

To: Mayor Randy Penn and City Council
From: Frank Gryglewicz, Director of Finance and Administrative Services
Date: April 15, 2013
Subject: **March 2013** Financial Report

Please note any references to 2012 have not been audited and are subject to change until the annual audit and Comprehensive Annual Financial Report is completed.

REVENUES:

- Through March 2013, the City of Englewood collected **\$9,505,858 or \$275,367 or three percent more** than last year (See the chart on page 3 and the attached full report for details on changes in revenue in past year.
- The City collected \$692,894 in property and \$48,927 in specific ownership taxes through March.
- **Year-to-date sales and use tax revenues were \$5,932,156 or \$249,811 (4.4 percent) more than March 2012**
- Cigarette tax collections were up \$2,631 compared to last year.
- Franchise fee collections were \$7,251 more than last year.
- Licenses and permit collections were \$73,770 more than 2012.
- Intergovernmental revenues were \$119,687 less than the prior year.
- Charges for services increased \$81,991 from last year.
- Recreation revenues decreased \$12,324 from 2012.
- Fines and forfeitures were \$38,912 less than last year.
- Investment income was \$8,646 less than last year.
- Miscellaneous revenues were \$17,917 more than last year.
- Net rent revenues from McLellan Reservoir were \$169,448.

OUTSIDE CITY:

- Outside City sales and use tax receipts (cash basis) were up \$66,650 or 3.3 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 (CCE):

- Sales and use tax revenue collected through March 2013 were \$884,236 or \$20,225 more than last year during the same period.

EXPENDITURES:

- Expenditures through March were \$9,669,142 or \$105,575 (1.1 percent) less than the \$9,775,093 expended through March 2012. The City's refund of sales and use tax claims through March 2013 totaled \$9,465.

REVENUES OVER/UNDER EXPENDITURES:

- Year-to-date expenditures exceeded revenues by \$163,284 compared to expenditures exceeding revenues by \$544,602 year-to-date 2012.

TRANSFERS:

- Net 2013 transfers-in to date of \$639,574 were made by the end of March 2013 (please refer to page 16 for the make-up).

FUND BALANCE:

- The estimated total fund balance is \$8,150,457 or 20.9 percent of estimated revenue. The estimated unassigned fund balance for 2013 is estimated at \$4,032,570 or 10.3 percent of estimated revenue.
- The 2013 estimated Long Term Asset Reserve (LTAR) balance is \$2,619,375 (please refer to page 13).

PUBLIC IMPROVEMENT FUND (PIF):

- The PIF has collected \$511,810 in revenue and spent \$1,903,364 year-to-date. Estimated year-end fund balance is \$1,004,850.

City of Englewood, Colorado

March 2013 Financial Report

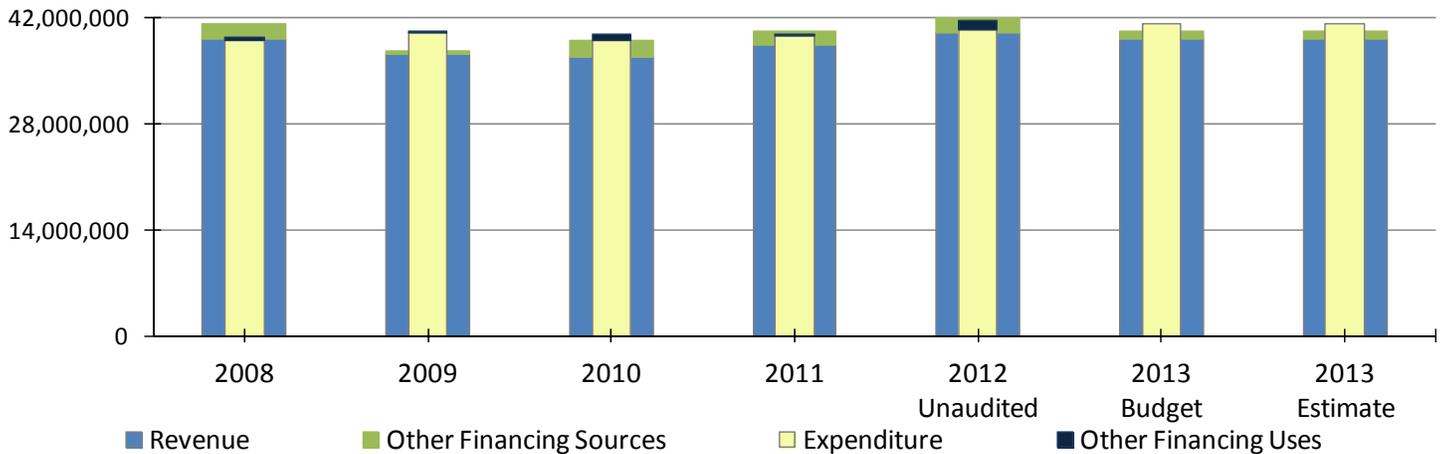
GENERAL FUND OVERVIEW AND ANALYSIS

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 Deficits

The graph below depicts the history of sources and uses of funds from 2008 to 2013 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.

General Fund: Total Sources and Uses of Funds



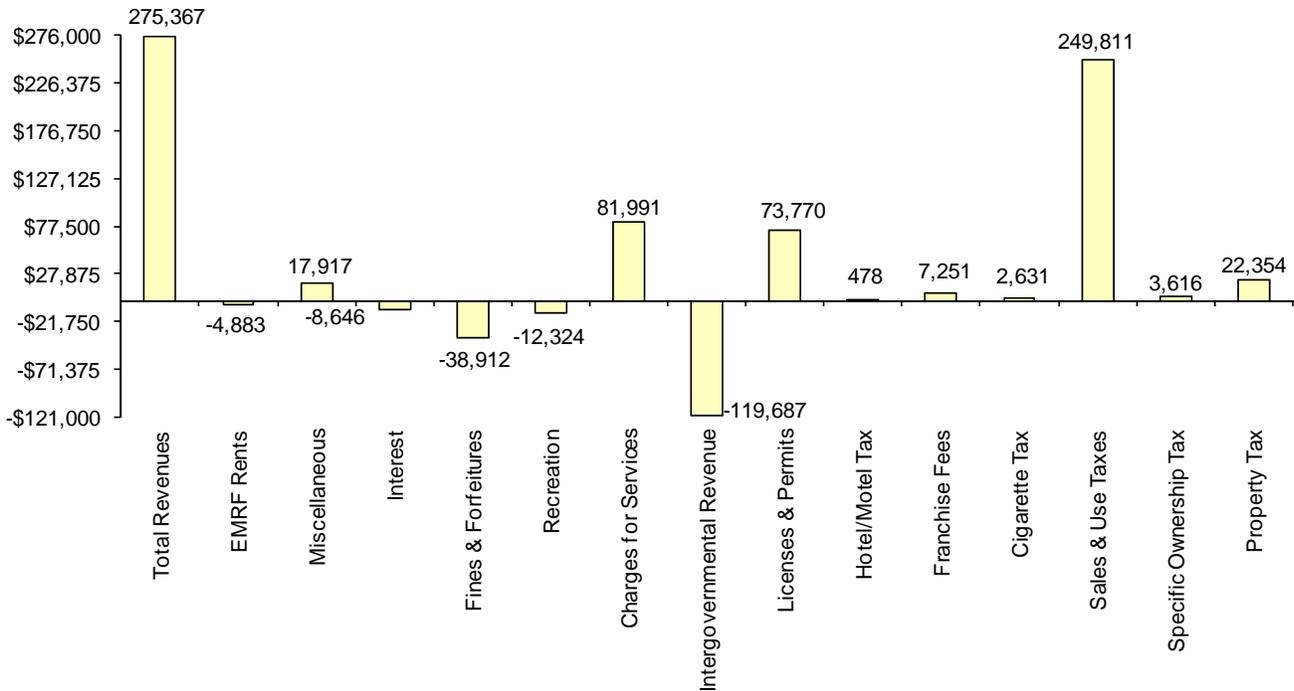
The table below summarizes General Fund Year-To-Date (YTD) Revenue, Expenditure, Sales & Use Tax Revenue and Outside City Sales & Use Tax Revenue for the month ended March, 2013. Comparative figures for years 2012 and 2011 are presented as well. The table also highlights the dollar and percentage changes between those periods.

	Mar-13	2013 vs 2012		Mar-12	2012 vs 2011		Mar-11
		Increase (Decrease)			Increase (Decrease)		
General Fund							
Year-To-Date Revenue	\$ 9,505,858	\$ 275,367	2.98%	\$ 9,230,491	\$ (176,434)	(1.88%)	\$ 9,406,925
Year-To-Date Expenditure	9,669,142	\$ (105,951)	(1.08%)	9,775,093	\$ 1,134,008	13.12%	8,641,085
Net Revenue (Expenditure)	\$ (163,284)	\$ 381,318		\$ (544,602)	\$ (1,310,442)		\$ 765,840
Unassigned Fund Balance	\$ 4,032,250	\$ (920,673)	(18.59%)	\$ 4,952,923	\$ (9,601)	(.19%)	\$ 4,962,524
Sales & Use Tax Revenue YTD	\$ 5,932,156	\$ 249,811	4.40%	\$ 5,682,345	\$ (247,952)	(4.18%)	\$ 5,930,297
Outside City Sales & Use Tax YTD	\$ 2,105,904	\$ 66,650	3.27%	\$ 2,039,254	\$ (175,930)	(7.94%)	\$ 2,215,184

General Fund Revenues

The City of Englewood’s total budgeted revenue is \$39,050,099. Total revenue collected through March 2013 was \$9,505,858 or \$275,367 (three percent) more than was collected in 2012. The chart below illustrates changes in General Fund revenues this year as compared to last year.

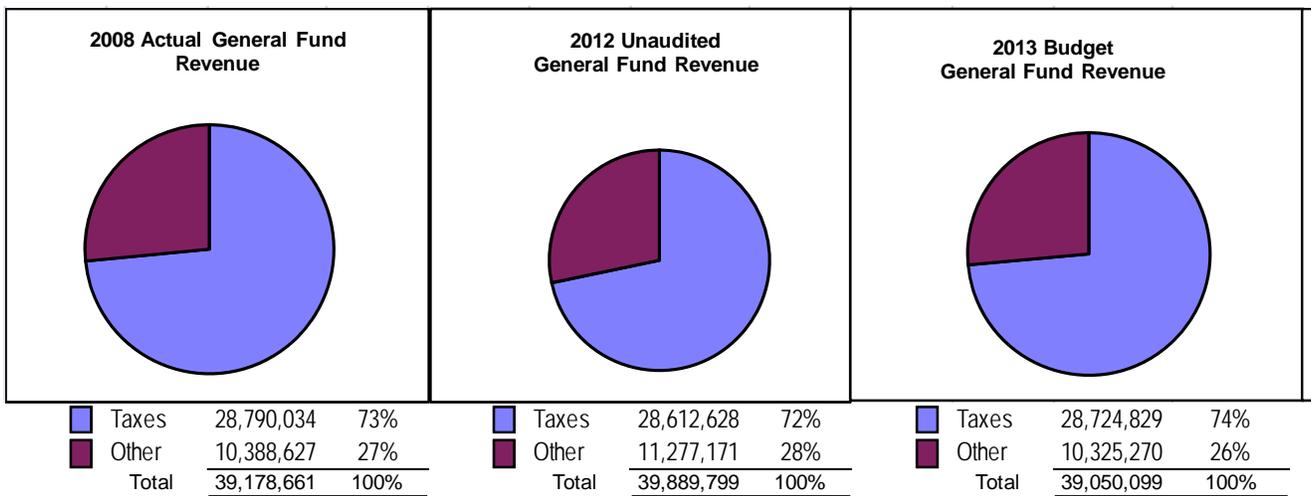
2013 Year-To-Date Change in General Fund Revenue as Compared to Prior Year



General Fund - Taxes

The General Fund obtains most of its revenue from taxes. In 2012 total unaudited revenues were \$39,889,799 of which \$28,612,628 (72 percent) came from tax collections. Taxes include property, sales and use, specific ownership, cigarette, utilities, franchise fees, and hotel/motel. The following pie charts illustrate the contribution of taxes to total revenue for 2008, 2012 unaudited and 2013 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.

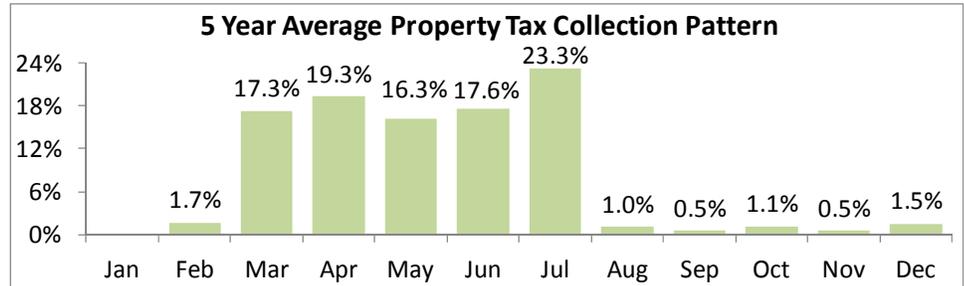
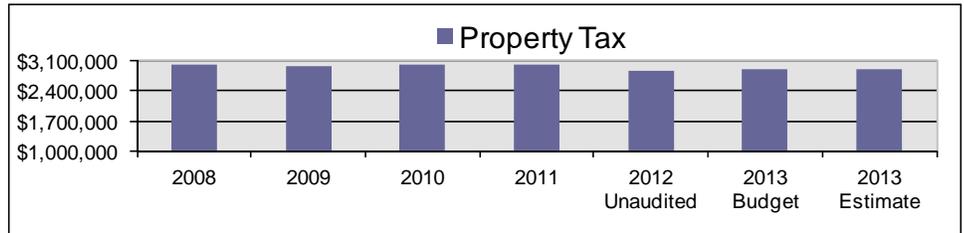
General Fund Revenues Taxes vs. Other



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 2012 mill levy collected in 2013 is 7.794 mills. The 2012 mill levy for general operations collected in 2013 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. The dedicated general obligation debt mill levy is accounted

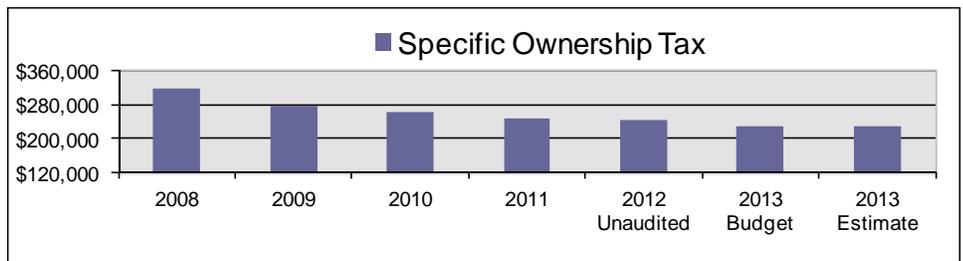
for in the Debt Service Fund. The dedicated general obligation debt mill levy dedicated for the City's general obligation debt collected in 2012 is 1.914 mills. Property tax collections declined from \$2,995,990 in 2008 to \$2,874,816 in 2012. This was a

decrease of \$121,174 or four percent. In 2012 the City collected \$2,874,816 or 10 percent of 2012 total taxes and 7.2 percent of total revenues from property taxes. The City budgeted \$2,898,000 for 2013; and collected \$692,894 through March 2013. The estimate for the year is \$2,898,000.



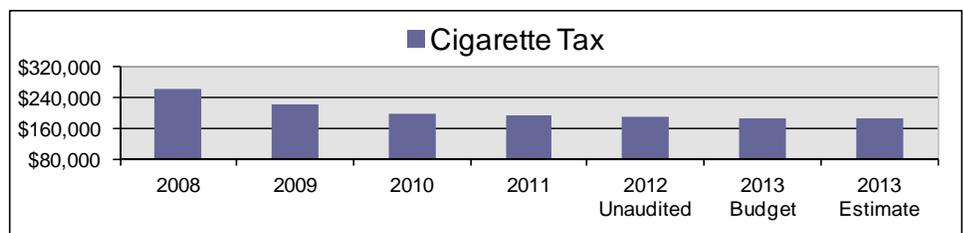
	2008	2009	2010	2011	2012	2013 Budget	2013 Estimate
Property Tax Mill Levy							
General Fund	5.880	5.880	5.880	5.880	5.880	5.880	5.880
Debt Service Fund	2.293	1.947	2.031	2.130	1.741	1.914	1.914
Total Mill Levy	8.173	7.827	7.911	8.010	7.621	7.794	7.794

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 \$316,242 in 2008 and \$243,293 in 2012 which is a decrease of \$72,949 or 23.1 percent. The City collected \$243,293 in 2012 which is less than one percent of total revenues and total taxes. The City budgeted \$230,000 for 2013 and collected \$48,927 through March 2013. The estimate for the year is \$230,000.

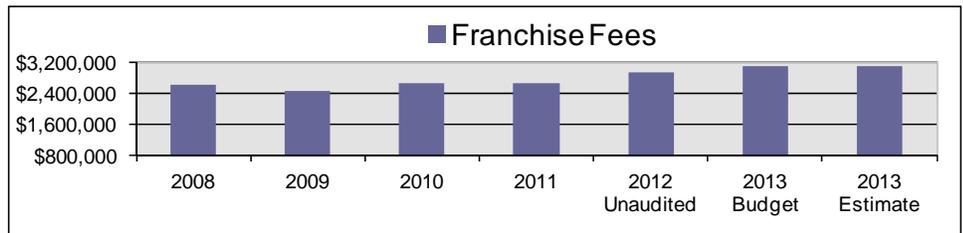


Cigarette Taxes: The State of Colorado levies a \$.20 per pack tax on cigarettes. The State distributes 46 percent of the gross tax to cities and towns based on the pro rata share of state sales tax collections in the previous year. These taxes have fallen significantly in the past and continue to

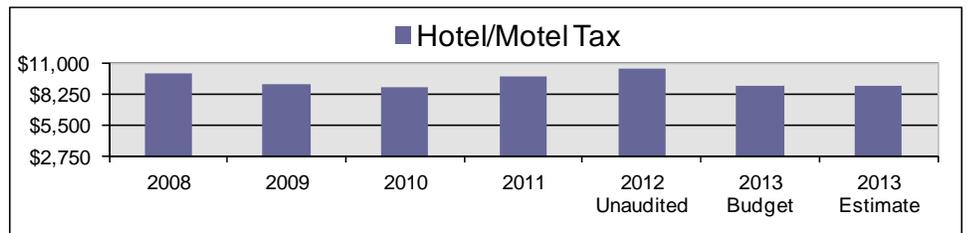
fall after the 2009 federal tax increase of approximately \$.62 per pack went into effect. This federal tax increase will fund the State Children's Health Insurance Program (CHIP). In 2008 the City collected \$261,743, but in 2012 the City collected \$189,618, which is a decrease of \$72,125 or 27.6 percent. These taxes accounted for less than one percent of total taxes and less than one percent of total revenues in 2012. The City budgeted \$184,000 for the year and collected \$48,927 through March 2013, which is \$2,631 or 5.7 percent more than the \$46,296 collected through March 2012. The estimate for the year is \$184,000.



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 \$2,588,214 in 2008 and \$2,930,888 in 2012, an increase of \$342,674 or 13.2 percent. These taxes accounted for 10.2 percent of taxes and 7.4 percent of total revenues in 2012. The City budgeted \$3,067,552 for the year; collections through March totaled \$526,881 compared to \$519,630 collected during the same period last year. The estimate for the year is \$3,067,552.

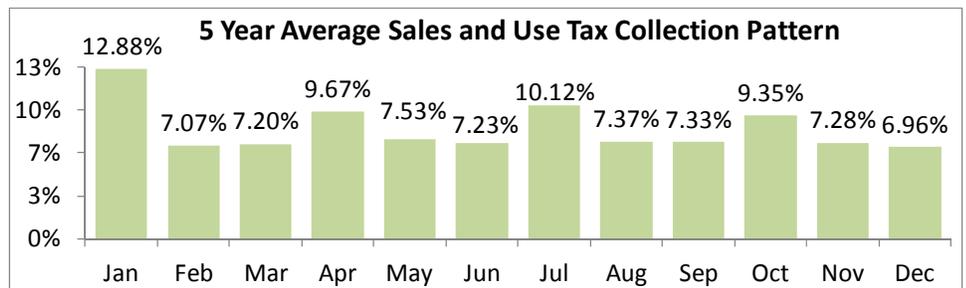
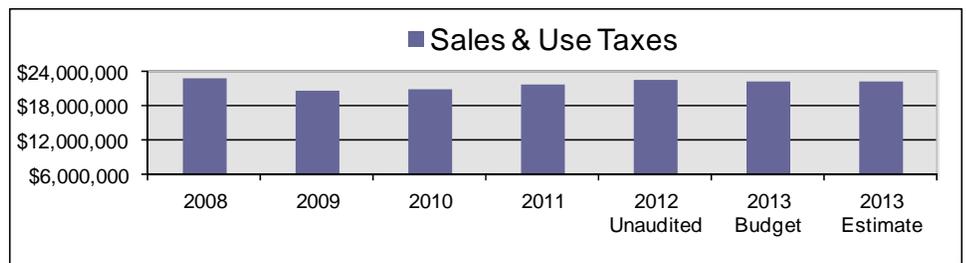


Hotel/Motel Tax: This tax is levied at two percent of the rental fee or price of lodging for under 30 days duration. The City budgeted \$9,000 for the year and has collected \$2,833 through March 2013. The estimate for the year is \$9,000.



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 78.2 percent of all taxes and 56.4 percent of total revenues collected in 2012. In 2008, this tax generated \$22,617,767 for the City of Englewood; in 2012 the City collected \$22,363,618, a decrease of \$254,618 (1.1 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 \$22,336,277 for 2013. Sales and Use Tax revenue (cash basis) through March 2013 was \$5,932,156 while revenue year-to-date for March 2012 was \$5,682,345, an increase of \$249,811 or 4.4 percent.

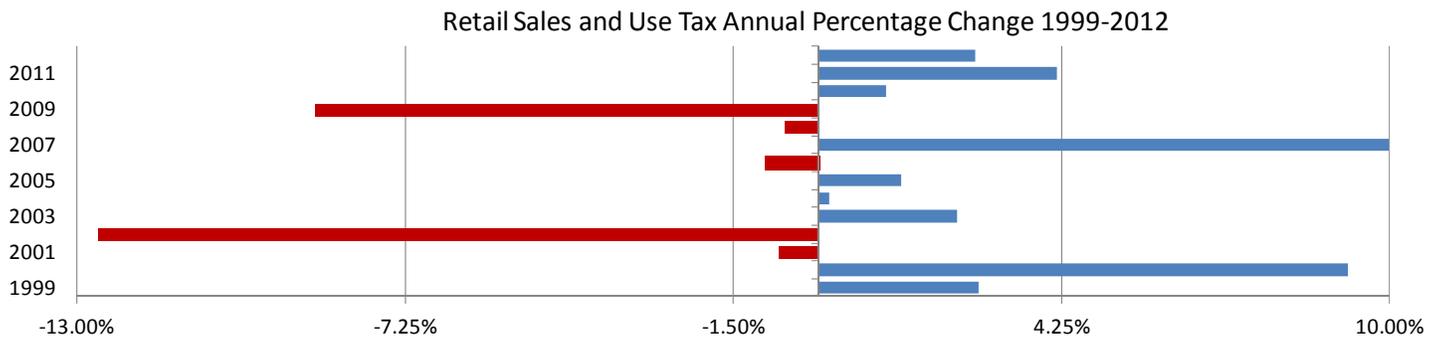


Collections (cash basis) for March 2013 were \$1,479,315 while collections for March 2012 and March 2011 were \$1,455,644 and \$1,616,259 respectively. March 2012 collections were 1.6 percent or \$23,672 more than March 2012 collections and \$136,944 or 8.5 percent less than March 2011 collections.

Based on last five years of sales tax collection data, March contributes 26.8 percent of total year's sales tax collections; if this pattern holds this year, 73.2 percent is left to collect over the next ten months. Based on March's collections, the City will collect an additional \$16,218,296 over the next nine months for a total of \$22,148,189. March's collections were 104.4 percent of last March's collections. If this were applied to the entire year, the total collected would be \$23,347,617; the average of the two forecasts is \$22,747,903.

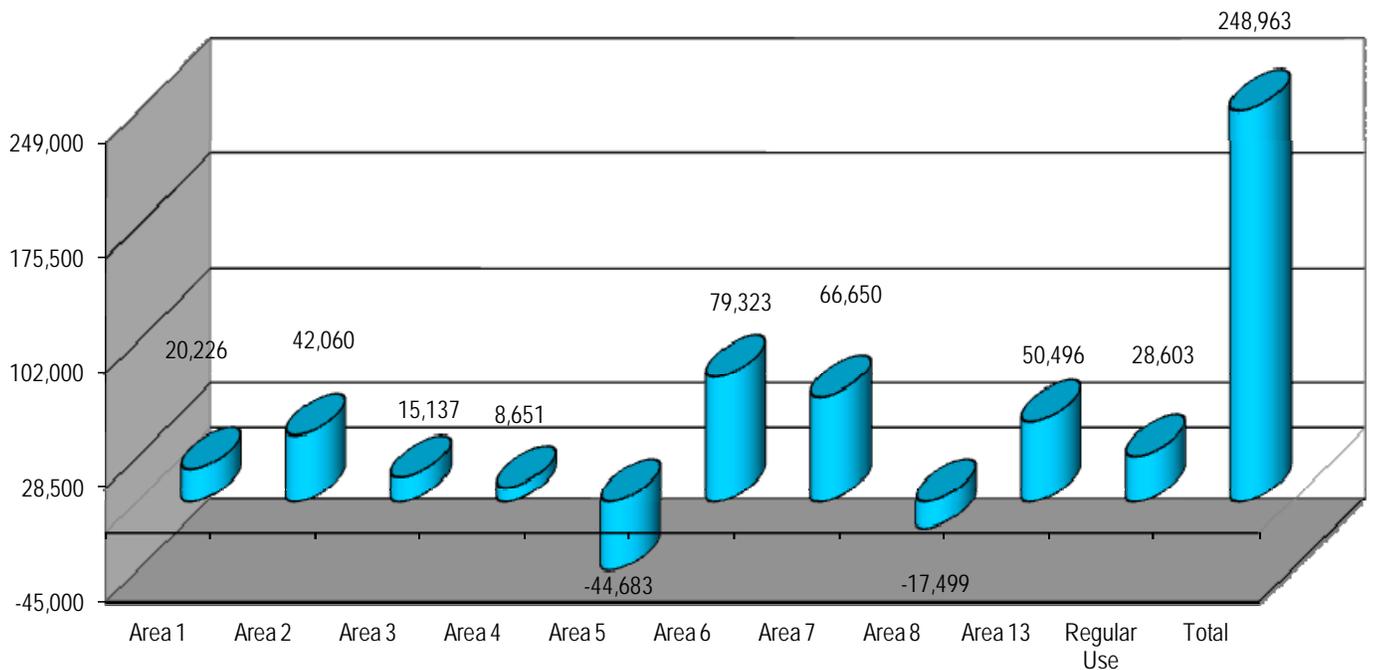
Outside City sales and use tax collections through March totaled \$2,105,904 equaling an increase of approximately \$66,650 from 2012 collections.

This revenue source tends to ebb and flow (often dramatically) with the economy, growing during economic expansions and contracting during downturns. The past three years 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 2012 vs. 2011” indicates that most of the increase in sales tax collections is due to Outside City (Area 7) and Collections from Public Utilities (Area 8). Economic conditions, judged by sales 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 2013 vs 2012

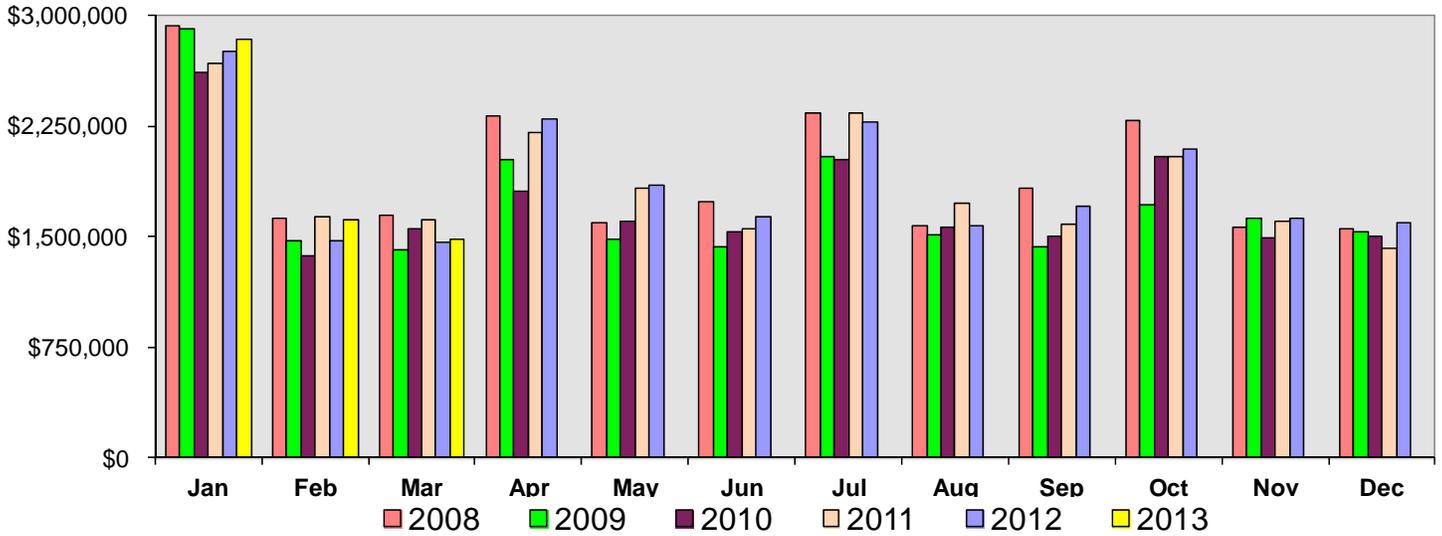


Please note that the geographic map of the sales tax areas was changed as of the March 2012 report, and hopefully makes more sense. Some of the areas will look skewed until more comparable data is available (next year). EURA Areas 9 & 10 and EURA Areas 11 & 12 were incorporated into Areas 1, 2 and 6. 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

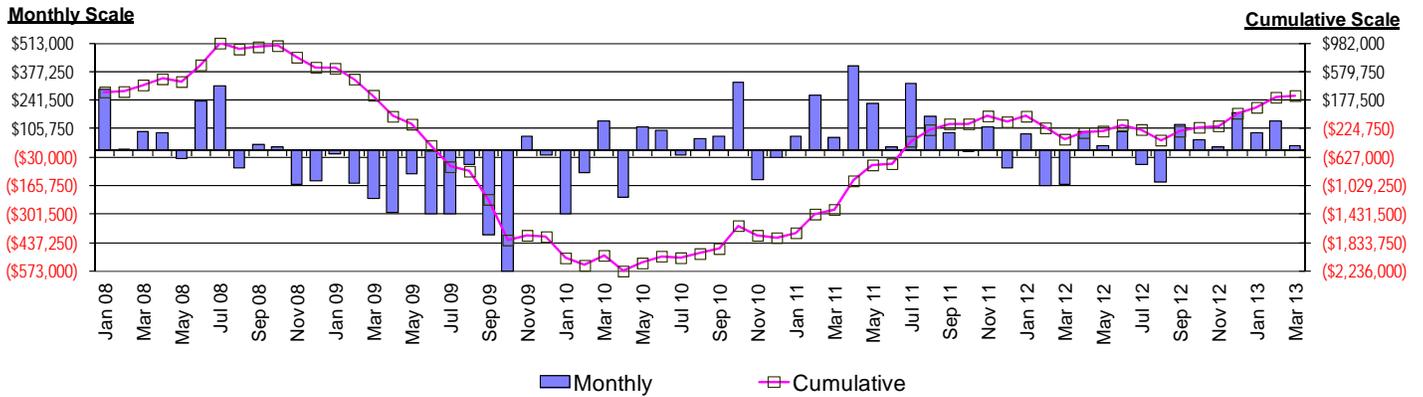
The bar graph below shows a comparison of monthly sales tax collections (cash basis) for 2008 through 2013.

2008-2013 YTD Sales/Use Tax Collections by Month - Cash Basis



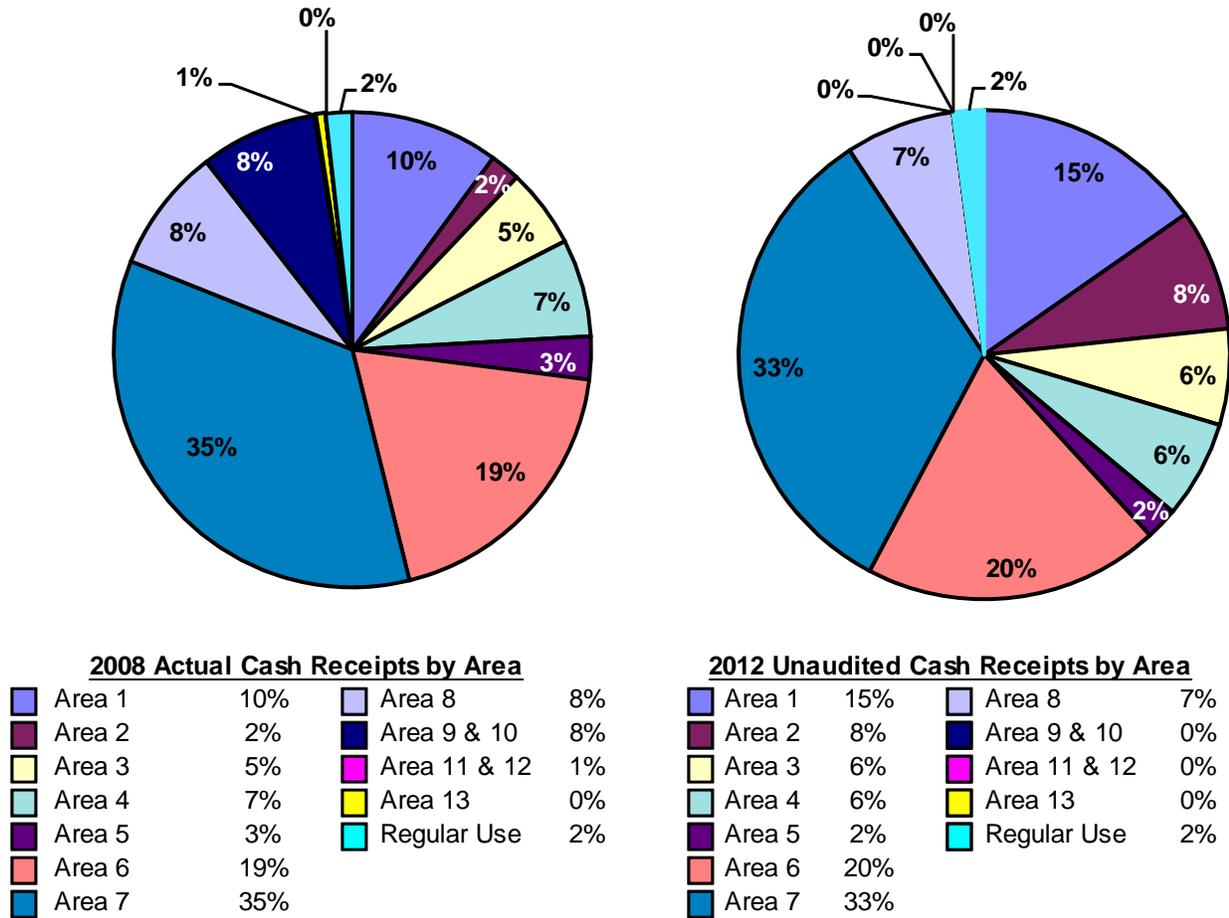
The next chart illustrates sales tax collections (cash basis) by month and cumulative for the years presented. For the period presented, the bar graph depicts the change in collections for a month as compared to the prior year, while the cumulative line graph is based on the beginning period monthly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

2008 - 2013 Monthly Change Sales and Use Tax Receipts



Sales tax collections are reported by various geographic areas as illustrated in the following pie charts. These illustrate the changing collection patterns for 2008 and 2012 unaudited.

Geographic Sales Tax Collection Areas



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 \$884,236 year-to-date or 2.3 percent more than was collected during the same period last year.

Area 4: This geographic area is up 2.5 percent from last year.

Area 6: This geographic area is up 8.6 percent 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 3.3 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 total revenues since 2008 for collections through the month of March. 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:

	2009	2010	2011	2012	2013
Total Sales and Use Taxes	5,792,958	5,527,819	5,927,125	5,680,931	5,929,894
Outside City Collections	1,883,374	1,753,178	2,215,184	2,039,254	2,105,904
Percentage of Total	32.5%	31.7%	37.4%	35.9%	35.5%
Total General Fund Revenues	8,963,671	8,885,976	9,406,925	9,230,491	9,505,858
Outside City Collections	1,883,374	1,753,178	2,215,184	2,039,254	2,105,904
Percentage of Revenues	21.0%	19.7%	23.5%	22.1%	22.2%

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 \$9,466 in refunds including intercity sales/use tax claims through March 2013 compared to \$82,548 through March 2012. 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 March were down \$17,499 or 3.6 percent under 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 March were \$50,496. Since this is the first year the area has collected taxes there are no previous collection history to compare to. If the average monthly collection for the first two months were projected for the year, total collections for the year will be approximately \$202,000.

Other Sales Tax Related Information

Finance and Administrative Services Department collected \$13,201 in sales and use tax audit revenues and general collections of balances on account through the month of March 2013, this compares to \$7,533 collected in 2012 and \$100,808 collected in 2011.

Of the 60 sales tax accounts reviewed in the various geographic areas, 34 (56.7 percent) showed improved collections and 26 (43.3 percent) showed reduced collections this year compared to the same period last year.

The Department issued 104 new sales tax licenses through March 2013; 123 and 115 were issued through March 2012 and 2011 respectively.

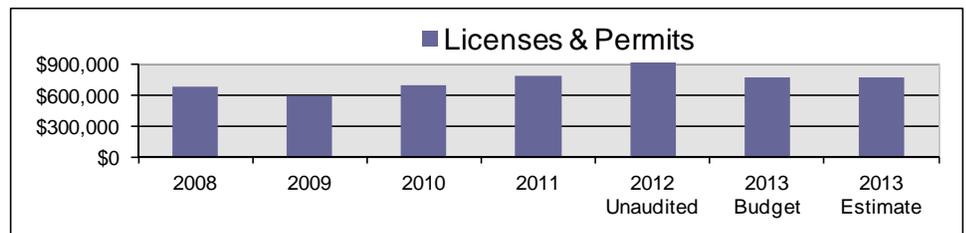
City records indicate that year-to-date 21 businesses closed (13 were outside the physical limits of Englewood) and 104 opened (68 of them were outside the physical limits of Englewood).

General Fund - Other Revenue

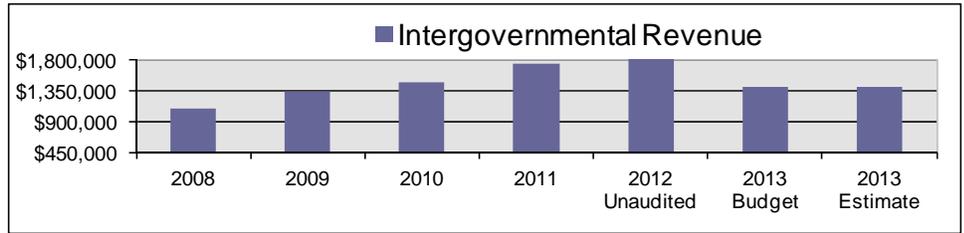
Other revenues (including McLellan rent) accounted for \$11,277,171 or 26.9 percent of the total revenues for 2012. The City budgeted \$10,325,270 for 2013.

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

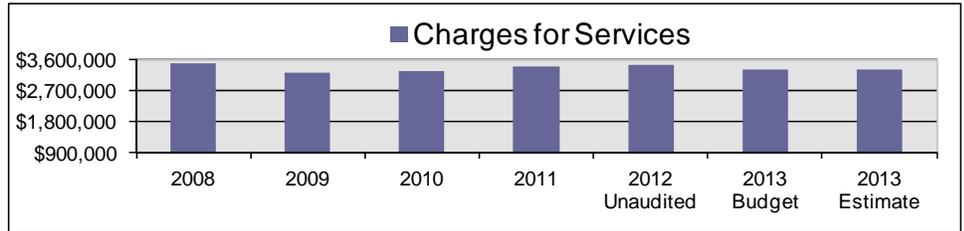
Licenses and Permits: This revenue category includes business and building licenses and permits. This revenue source generated \$983,359 during 2012 or 2.5 percent of total revenue and 9.2 percent of total other revenue. This revenue source totaled \$671,609 in 2008 and increased to \$983,359 in 2012, a 46.4 percent increase. The City budgeted \$767,153 for 2013 and year-to-date collected \$260,845 or \$73,770 (39.4 percent) more than the \$187,075 collected through March 2012. The estimate for the year is \$767,153.



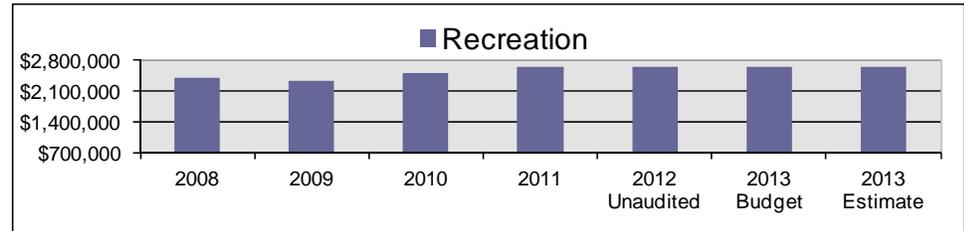
Intergovernmental Revenues: This revenue source includes state and federal shared revenues including payments in lieu of taxes. These revenues are budgeted at \$1,387,598 for 2013. This revenue source totaled \$1,079,285 in 2008 and the City collected \$1,865,722 in 2012, a 72.8 percent increase. The City collected \$195,338 through March 2012 this is \$119,687 (38 percent) less than the \$315,025 collected in the same period in 2012. The estimate for the year is \$1,387,598.



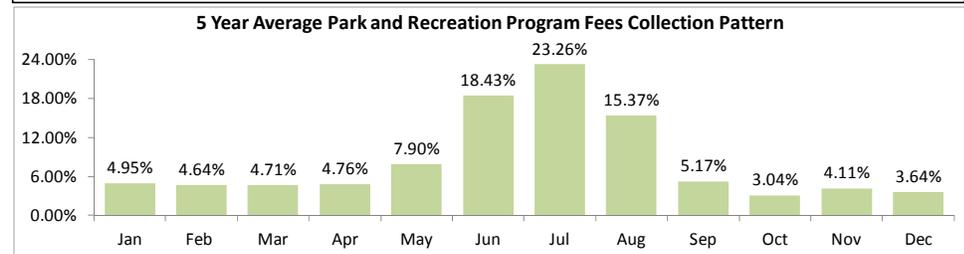
Charges for Services: This includes general government, public safety, fees for the administration of the utilities funds, court costs, highway and street and other charges. This revenue source is budgeted at \$3,277,773 for 2013. This revenue source totaled \$3,476,583 in 2008 and decreased to \$3,441,525 in 2012, a one percent decrease. Total collected year-to-date was \$835,126 or \$81,991 (10.9 percent) more than the \$753,135 collected year-to-date in 2012. The estimate for the year is \$3,277,773.



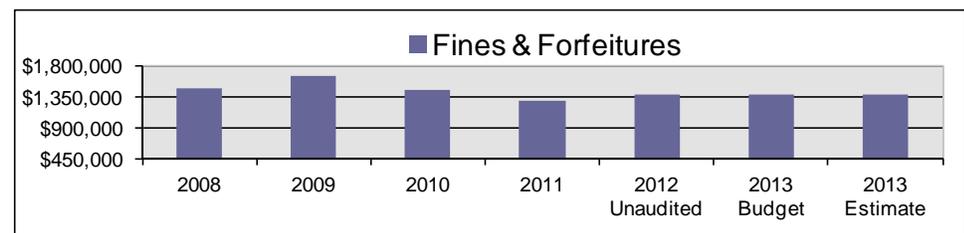
Recreation: This category of revenue includes the fees and charges collected from customers to participate in the various programs offered by the Parks and Recreation Department. This revenue source is budgeted at



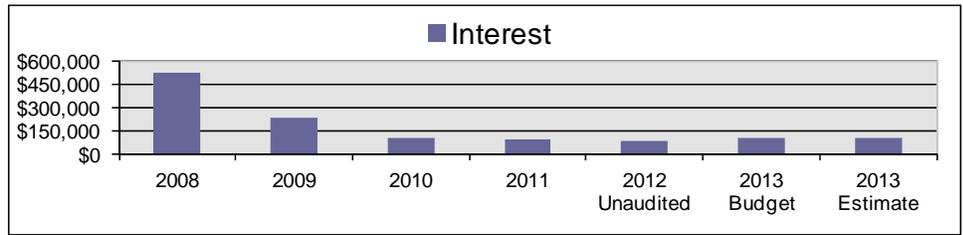
\$2,629,173 for 2013. This revenue source totaled \$2,364,758 in 2008 and increased to \$2,615,642 in 2012, a 10.6 percent increase. Total collections through March 2013 were \$355,746 compared to \$368,070 collected in 2012. The estimate for the year is \$2,629,173.



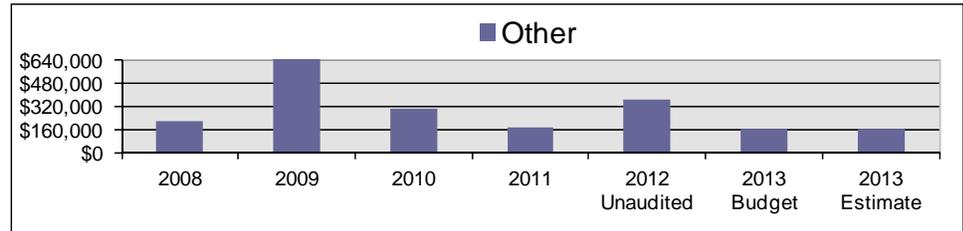
Fines and Forfeitures: This revenue source includes court, library, and other fines. The 2013 budget for this source is \$1,368,450. This revenue source totaled \$1,461,100 in 2008 and decreased to \$1,381,453 in 2012, a 5.4 percent decrease. Total collected year-to-date was \$351,159 or \$38,912 (10 percent) less than the \$390,071 collected in the same time period last year. The estimate for the year is \$1,368,450.



Interest: This is the amount earned on the City’s cash investments. The 2013 budget for this source is \$100,000. This revenue source totaled \$520,325 in 2008 and decreased to \$84,045 in 2012, an 83.8 percent decrease. The City earned \$10,518 through March 2013; while the City earned \$19,164 through March 2012. The estimate for the year is \$100,000.



Other: This source includes all revenues that do not fit in another revenue category. The 2013 budget for this source is \$156,294. This revenue source totaled \$215,823 in 2008 and increased to \$354,130 in 2012, a 67 percent increase. Total collected year-to-date is \$75,060 (31.4 percent) more than the \$57,143 collected last year during the same period. The estimate for the year is \$156,294.



General Fund - Expenditures

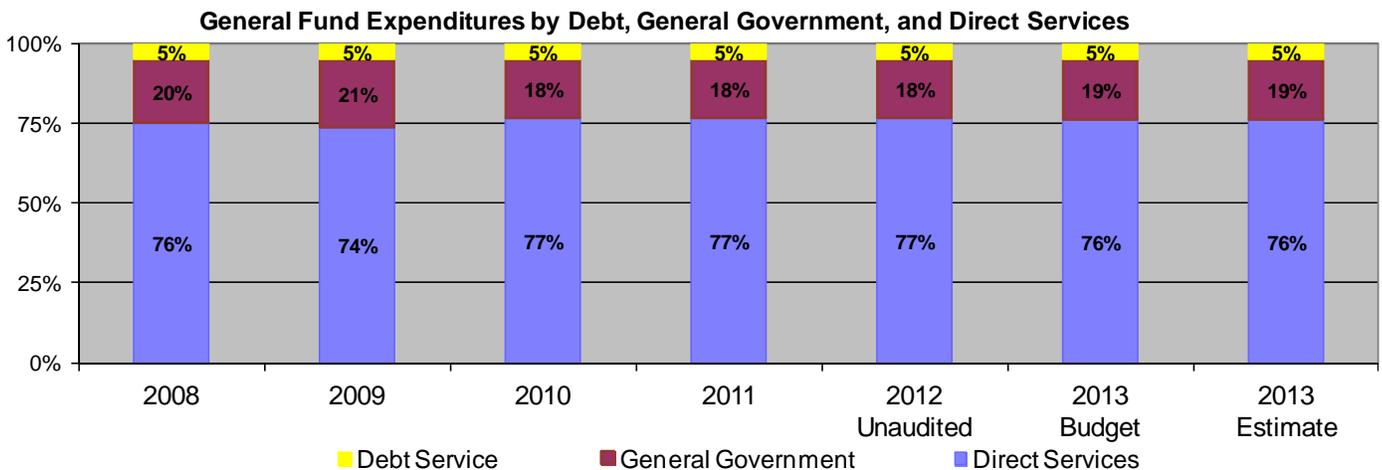
In 2006 the City adopted an outcome based budgeting philosophy. City Council and Staff outlined five outcomes to reflect, more appropriately, the desired result of the services delivered to the citizens of Englewood. The five outcomes identified are intended to depict Englewood as:

- ▶ 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.

Outcome based budgeting is an additional tool the City Council and staff use to better develop ways to serve our citizens. This type of budgeting is refined and reviewed on an on-going basis to help us better focus our resources in meeting the objectives of our citizens.

The City budgeted total expenditures at \$41,110,026 for 2013, this compares to \$40,265,587 and \$39,496,268 expended in 2012 and 2011 respectively. Budgeted expenditures for 2013 general government (City Manager, Human Resources, etc.) totals \$7,636,290 or 18.6 percent of the total. Direct government expenditures (Police, Fire, etc.) are budgeted at \$31,411,162 or 76.4 percent of the total. Debt service (fixed costs) payments are \$2,062,574 or five percent of the total. Total expenditures through March were \$9,669,142 compared to \$9,775,093 in 2012 and \$8,641,085 in 2011.

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



The schedule below provides the expenditure for each of the General Fund departments for the years 2008 through 2013 Estimate.

Expenditure	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Unaudited	2013 Budget	2013 Estimate
General Government							
Legislation	350,254	346,044	309,870	298,731	316,043	330,436	330,436
City Manager	674,322	674,170	659,882	639,184	658,047	679,653	679,653
City Attorney	698,563	678,038	702,228	706,841	712,036	783,147	783,147
Municipal Court	915,303	914,494	901,469	848,775	886,249	962,993	962,993
Human Resources	579,136	456,275	419,422	430,792	469,343	481,392	481,392
Finance & Administrative Services	1,626,571	1,575,923	1,445,581	1,446,313	1,464,305	1,583,684	1,583,684
Information Technology	1,280,156	1,360,237	1,280,660	1,332,766	1,373,943	1,340,211	1,340,211
Community Development	1,464,725	1,366,437	1,301,473	1,359,264	1,262,451	1,324,774	1,324,774
Contingencies	59,759	160,578	48,138	152,423	143,810	150,000	150,000
Contribution to Component Unit(s)	-	800,000	-	-	-	-	-
General Government Subtotal	7,648,789	8,332,196	7,068,723	7,215,089	7,286,227	7,636,290	7,636,290
Direct Services							
Public Works	5,189,173	5,152,891	5,137,364	5,259,875	5,202,903	5,308,257	5,308,257
Police	9,974,925	10,183,890	10,312,633	10,395,239	10,788,935	11,250,771	11,250,771
Fire	7,215,444	7,320,268	7,425,903	7,666,842	8,100,554	7,889,065	7,889,065
Library	1,261,112	1,275,554	1,284,083	1,145,613	1,180,771	1,251,293	1,251,293
Parks and Recreation	5,916,449	5,727,968	5,811,809	5,717,147	5,649,246	5,711,776	5,711,776
Direct Services Subtotal	29,557,103	29,660,571	29,971,792	30,184,716	30,922,409	31,411,162	31,411,162
Debt Service							
Debt Service-Civiccenter	1,575,850	1,571,752	1,570,705	1,658,857	1,570,921	1,573,000	1,573,000
Debt Service-Other	233,456	233,456	290,122	437,606	486,030	489,574	489,574
Debt Service Subtotal	1,809,306	1,805,208	1,860,827	2,096,463	2,056,951	2,062,574	2,062,574
Total Expenditure	39,015,198	39,797,975	38,901,342	39,496,268	40,265,587	41,110,026	41,110,026
% Expenditure Change	2.35%	2.01%	-2.25%	1.53%	1.95%	2.10%	0.00%
Other Financing Uses							
Transfers Out	408,915	177,011	750,000	301,246	1,339,330	0	0
Total Other Financing Uses	408,915	177,011	750,000	301,246	1,339,330	0	0
Total Uses of Funds	39,424,113	39,974,986	39,651,342	39,797,514	41,604,917	41,110,026	41,110,026
% Uses of Funds Change	1.92%	1.40%	-0.81%	0.37%	4.54%	-1.19%	0.00%

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 Debt Service Fund.

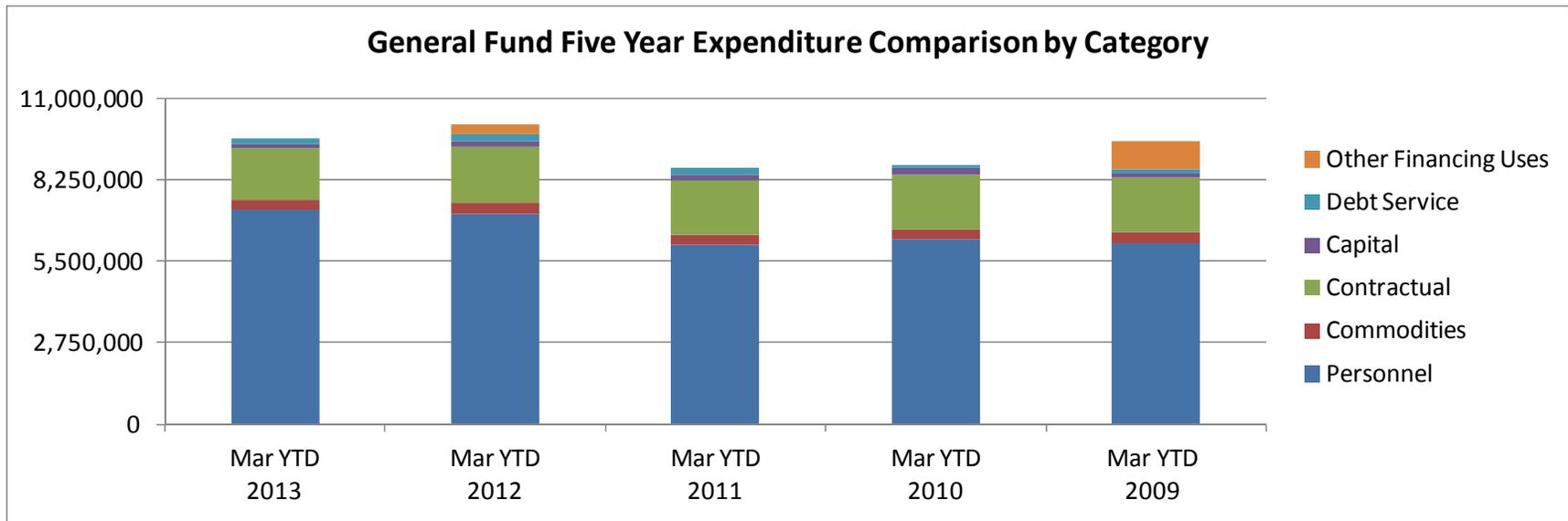
	2008	2009	2010	2011	2012 Unaudited	2013 Budget	2013 Estimate
Population*	30,943	30,761	30,255	30,720	30,720	30,720	30,720
General Fund							
General Government Services	\$ 247	\$ 271	\$ 234	\$ 235	\$ 235	\$ 252	\$ 234
Direct Services	\$ 955	\$ 964	\$ 991	\$ 983	\$ 983	\$ 1,014	\$ 999
Public Works	\$ 168	\$ 168	\$ 170	\$ 171	\$ 171	\$ 177	\$ 164
Police	\$ 322	\$ 331	\$ 341	\$ 338	\$ 338	\$ 356	\$ 350
Fire	\$ 233	\$ 238	\$ 245	\$ 250	\$ 250	\$ 251	\$ 263
Library	\$ 41	\$ 41	\$ 42	\$ 37	\$ 37	\$ 41	\$ 38
Parks & Recreation	\$ 191	\$ 186	\$ 192	\$ 186	\$ 186	\$ 190	\$ 183
Debt Service	\$ 58	\$ 59	\$ 62	\$ 68	\$ 68	\$ 67	\$ 67
Total Expenditure Per Capita	\$ 1,261	\$ 1,294	\$ 1,286	\$ 1,286	\$ 1,286	\$ 1,333	\$ 1,300
Debt Service Fund							
General Obligation Debt Per Capita	\$ 36	\$ 36	\$ 36	\$ 31	\$ 31	\$ 31	\$ 31

City of Englewood, Colorado

General Fund - Five Year Expenditure Comparison by Category

	Mar YTD 2013	YTD % Change	% of Total	Mar YTD 2012	YTD % Change	% of Total	Mar YTD 2011	YTD % Change	% of Total	Mar YTD 2010	YTD % Change	% of Total	Mar YTD 2009	% of Total
Personnel services														
Salaries and wages	4,956,778	-0.190%	12.057%	4,966,389	19.500%	12.224%	4,155,958	-3.430%	10.443%	4,303,505	0.430%	10.853%	4,284,894	10.719%
Overtime	142,088	-10.210%	0.346%	158,240	82.130%	0.389%	86,885	-1.320%	0.218%	88,044	2.130%	0.222%	86,208	0.216%
Benefits	2,114,617	7.270%	5.144%	1,971,305	9.610%	4.852%	1,798,476	-1.910%	4.519%	1,833,486	4.990%	4.624%	1,746,296	4.368%
Personnel services total	7,213,482	1.660%	17.547%	7,095,933	17.460%	17.465%	6,041,319	-2.950%	15.180%	6,225,035	1.760%	15.699%	6,117,399	15.303%
Commodities total	375,624	1.650%	0.914%	369,521	9.230%	0.910%	338,310	-7.710%	0.850%	366,572	-1.890%	0.924%	373,650	0.935%
Contractual services total	1,723,703	-8.800%	4.193%	1,890,041	1.840%	4.652%	1,855,886	1.200%	4.663%	1,833,822	-0.300%	4.625%	1,839,313	4.601%
Capital total	144,737	-30.490%	0.352%	208,235	6.130%	0.513%	196,212	-8.110%	0.493%	213,521	55.310%	0.538%	137,480	0.344%
Total Expenditures	9,457,546	-1.110%	23.005%	9,563,730	13.430%	23.539%	8,431,727	-2.400%	21.187%	8,638,950	2.020%	21.787%	8,467,842	21.183%
Debt service total	211,599	0.110%	0.515%	211,363	0.960%	0.520%	209,359	71.410%	0.526%	122,143	0.000%	0.308%	122,143	0.306%
Other financing uses total	0	0.000%	0.000%	334,000	0.000%	0.822%	0	0.000%	0.000%	0	0.000%	0.000%	965,000	0.000%
Total Uses of Funds	9,669,145	0.000%	23.520%	10,109,093	0.000%	24.882%	8,641,086	0.000%	21.713%	8,761,093	0.000%	22.095%	9,554,985	23.902%
Annual Total	41,110,026	1.185%		40,628,519	2.088%		39,797,514	0.369%		39,651,356	-0.810%		39,974,987	
YTD % of Annual Total	23.520%			24.882%			21.713%			22.095%			23.902%	

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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. In 2012 the General Fund is not in the position to provide funding to the Capital Projects Funds but has received the following net transfers:

Source of Funds	2013 Budget Amount	2013 YTD Net Amount	2012 Net Annual Amount
Special Revenue Funds			
Neighborhood Stabilization Program Fund	\$ -	\$ -	\$ 202,396
Capital Project Funds			
Public Improvement Fund (PIF)	989,574	489,574	201,517
Internal Service Funds			
Central Services Fund	50,000	50,000	-
Servicenter Fund	100,000	100,000	100,000
Risk Management Fund	-	-	205,000
Employee Benefits Fund	-	-	(80,000)
Net Transfers In (Out) Total	\$ 1,139,574	\$ 639,574	628,913

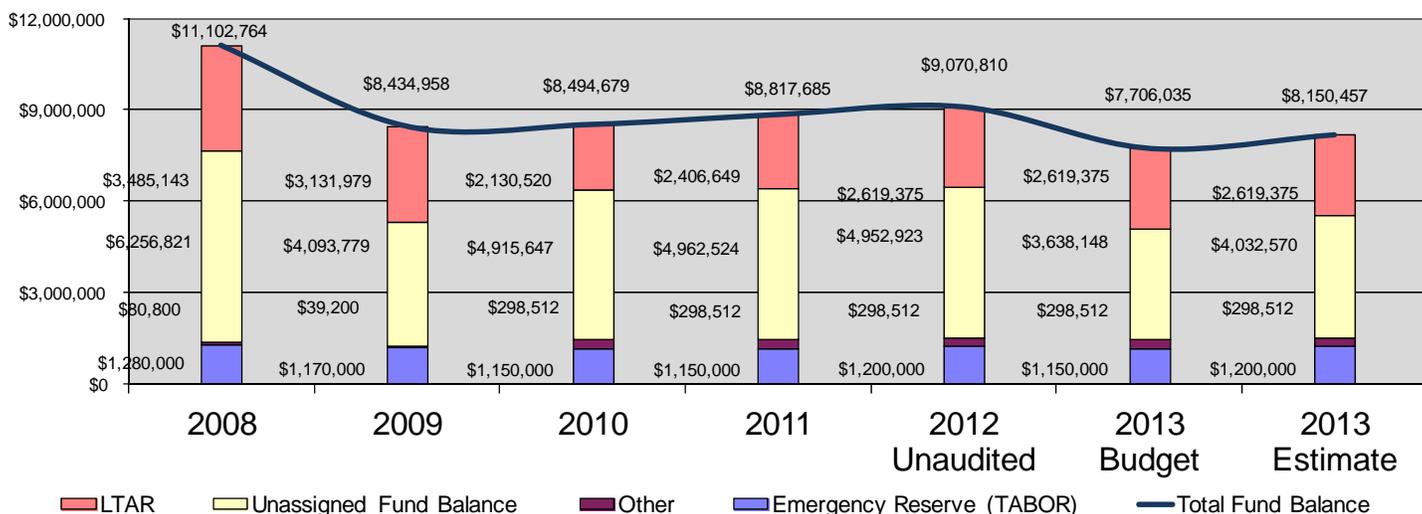
The liability reserve for the Risk Management Fund is calculated using the open claims report from CIRSA. The CIRSA Report provides an outstanding amount for each claim; the majority of the claims are well under \$150,000. The City is liable for all claims up to \$150,000 and CIRSA is responsible for amounts exceeding \$150,000 (deductible). The total estimated claims under \$150,000 make up the liability reserve. Because the liability reserve will be paid in the future, funds must be set aside to pay the claims. Accounting is only made aware of claim information and new liabilities when the CIRSA reports are received after the end of the year. It is extremely difficult to predict how many or how much each year's claims will be. The liability reserve is adjusted be from year-to-year as actual claim information is received.

General Fund - Fund Balance

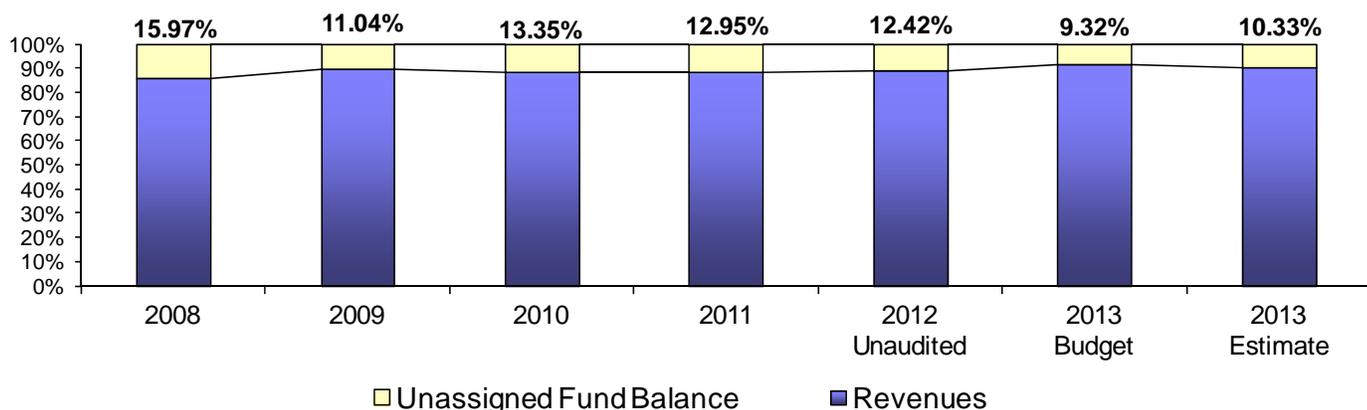
The City designates the fund balance into two categories, restricted and unrestricted. The portion of the fund balance which is restricted is referred to as the "Reserves" while the unrestricted portion is referred to as the unassigned fund balance. The unassigned fund balance represents funds the City 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 March 2013 is \$2,619,375.

General Fund - Fund Balance



Unassigned Fund Balance As A Percentage of Revenue



The City's General Fund ended 2012 with total reserves of \$9,070,810, and an unassigned fund balance of \$4,952,923 or 12.42 percent of revenues or 12.3 percent of expenditures. The budgeted total reserves for 2013 are \$7,706,035 with an unassigned fund balance of \$4,067,887 or 9.3 percent of budgeted revenues or 8.8 percent of budgeted expenditures. Estimated total reserves for 2013 are \$8,150,457 with an unassigned fund balance of \$4,032,570 or 10.33 percent of budgeted revenues or 9.8 percent of budgeted expenditures. The \$4,032,570 would allow the City to operate for approximately 35.8 days (using average daily budgeted 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.

Provided for your information is the table on the next page that illustrates the PIF Year-To-Date (YTD) revenues and expenditures for the years 2011 through 2013. 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)	2013	2013 vs 2012 Increase (Decrease)	2012	2012 vs 2011 Increase (Decrease)	2011
YTD Revenues	\$ 511,810	\$ (226,695) (30.70%)	\$ 738,505	\$ 516,993 233.39%	\$ 221,512
YTD Expenditures	1,903,365	\$ 558,935 41.57%	1,344,430	\$ (1,600,654) (54.35%)	2,945,084
Net Revenues (Expenditures)	\$ (1,391,555)	\$ (785,630)	\$ (605,925)	\$ 2,117,647	\$ (2,723,572)
Beginning PIF Fund Balance	\$ 1,320,371		\$ 934,251		\$ 2,686,457
Ending PIF Fund Balance Before Remaining Annual Revenue and Appropriation	\$ (71,184)		\$ 328,326		\$ (37,115)
Plus: Remaining Annual Revenue	2,892,853		1,406,660		1,387,059
Less: Remaining Annual Appropriation	(1,816,819)		(1,664,559)		(1,224,325)
Estimated Ending Fund Balance	\$ 1,004,850		\$ 70,427		\$ 125,619
Unappropriated Fund Balance as of December 31,			\$ 540,125		\$ 274,179

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

	2013 Estimate	2013 Adopted Budget	2013 YTD Actual	2013 Vs 2012 Amount	%	2012 YTD Actual	2012 Vs 2011 Amount	%	2011 YTD Actual
Vehicle Use Tax	\$ 1,200,000	\$ 1,200,000	\$ 235,179	\$ 26,685	13%	\$ 208,494	\$ 3,620	2%	\$ 204,874
Building Use Tax	\$ 1,804,475	\$ 1,804,475	\$ 129,315	\$ (51,307)	-28%	\$ 180,622	\$ 93,981	108%	\$ 86,641
Arapahoe County Road and Bridge Tax	\$ 197,000	\$ 197,000	\$ 9,854	\$ 275	3%	\$ 9,579	\$ (27)	0%	\$ 9,605

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 2013 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 the City's assessed valuation multiplied by 50%.

2013 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	9,070,810	9,336,411	9,669,145	(587,619)	4,117,887	4,032,570
Special Revenue Funds						
Conservation Trust	1,229,649	90,076	5,085	(1,256,688)	-	57,952
Open Space	1,519,439	1,068	27,962	(1,410,933)	-	81,612
Neighborhood Stabilization Program	448,903	432,389	251,394	(629,898)	-	-
Donors	446,272	25,463	20,047	-	-	451,688
Community Development	-	15,218	53,358	38,140	-	-
Malley Center Trust	268,974	852	-	-	-	269,826
Parks & Recreation Trust	454,647	4,884	2,335	-	-	457,196
Debt Service Fund						
General Obligation Bond	55,625	225,734	2,256	-	-	279,103
Capital Projects Funds						
PIF	1,320,371	511,810	380,256	(447,075)	-	1,004,850
MYCP	865,986	570	61,594	(726,681)	-	78,282
Proprietary Fund Types (Funds Available Balance)						
Enterprise Funds						
Water	14,302,488	904,339	2,181,370	-	-	13,025,457
Sewer	4,030,164	3,793,115	2,471,485	-	1,000,000	4,351,794
Stormwater Drainage	1,059,080	109,540	19,597	-	102,500	1,046,523
Golf Course	928,210	199,363	290,617	-	293,500	543,456
Concrete Utility	352,983	453,497	83,232	-	-	723,248
Housing Rehabilitation	442,167	21,036	13,873	29,636	-	478,966
Internal Service Funds						
Central Services	184,905	92,279	93,263	(50,000)	-	133,921
ServiCenter	1,217,858	611,509	513,196	(200,000)	-	1,116,172
CERF	1,568,208	195,276	7,788	100,000	-	1,855,695
Employee Benefits	3,152	1,745,469	1,733,434	-	-	15,187
Risk Management	3,735	1,202,879	812,019	-	-	394,595

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. I will continue to provide Council with monthly 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.

I plan to discuss this report with Council at an upcoming study session. If you have any questions regarding this report, I can be reached 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.

FUNDS GLOSSARY

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.

Neighborhood Stabilization Program Fund – Accounts for the federal grant awarded to acquire, rehabilitate and resale approximately eleven foreclosed residential properties located in the City.

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 January 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 Assessment Funds account for and pay special assessment bond principal and interest and/or inter-fund loan principal and interest:

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 March 31, 2013

Percentage of Year Completed = 25%

Fund Balance January 1	\$ 8,626,388	\$ 9,070,810	\$ 9,070,810	\$ 8,817,685	\$ 8,817,685	\$ 8,494,679	\$ 8,494,679			
Revenues	2013				2012			2011		
	Budget	Mar-13	% Budget	YE Estimate	Dec-12	Mar-12	% YTD	Dec-11	Mar-11	% YTD
Property Tax	2,898,000	692,894	23.91%	2,898,000	2,874,816	670,540	23.32%	2,994,213	561,471	18.75%
Specific Ownership Tax	230,000	48,927	21.27%	230,000	243,293	45,311	18.62%	246,062	43,737	17.77%
Sales & Use Taxes	22,336,277	5,932,156	26.56%	22,336,277	22,363,618	5,682,345	25.41%	21,737,110	5,930,297	27.28%
Cigarette Tax	184,000	48,927	26.59%	184,000	189,618	46,296	24.42%	190,763	47,194	24.74%
Franchise Fees	3,067,552	526,881	17.18%	3,067,552	2,930,888	519,630	17.73%	2,631,393	480,226	18.25%
Hotel/Motel Tax	9,000	2,833	31.48%	9,000	10,395	2,355	22.66%	9,820	2,076	21.14%
Licenses & Permits	767,153	260,845	34.00%	767,153	983,359	187,075	19.02%	778,536	153,828	19.76%
Intergovernmental Revenue	1,387,598	195,338	14.08%	1,387,598	1,865,722	315,025	16.88%	1,724,807	552,574	32.04%
Charges for Services	3,277,773	835,126	25.48%	3,277,773	3,441,525	753,135	21.88%	3,384,318	811,129	23.97%
Recreation	2,629,173	355,746	13.53%	2,629,173	2,615,642	368,070	14.07%	2,635,221	385,464	14.63%
Fines & Forfeitures	1,368,450	351,159	25.66%	1,368,450	1,381,453	390,071	28.24%	1,284,758	342,857	26.69%
Interest	100,000	10,518	10.52%	100,000	84,045	19,164	22.80%	91,034	417	0.46%
EMRF Rents	638,829	169,448	26.52%	638,829	551,295	174,331	31.62%	425,159	53,625	12.61%
Miscellaneous	156,294	75,060	48.02%	156,294	354,130	57,143	16.14%	173,381	42,030	24.24%
Total Revenues	39,050,099	9,505,858	24.34%	39,050,099	39,889,799	9,230,491	23.14%	38,306,575	9,406,925	24.56%
Expenditures										
Legislation	330,436	44,387	13.43%	330,436	316,043	66,896	21.17%	298,731	55,520	18.59%
City Attorney	783,147	168,138	21.47%	783,147	712,036	176,267	24.76%	706,841	134,245	18.99%
Court	962,993	218,861	22.73%	962,993	886,249	206,331	23.28%	848,775	184,253	21.71%
City Manager	679,653	191,913	28.24%	679,653	658,047	187,662	28.52%	639,184	166,825	26.10%
Human Resources	481,392	85,886	17.84%	481,392	469,343	111,484	23.75%	430,792	72,802	16.90%
Financial Services	1,583,684	355,004	22.42%	1,583,684	1,464,305	356,154	24.32%	1,446,313	301,740	20.86%
Information Technology	1,340,211	328,734	24.53%	1,340,211	1,373,943	320,100	23.30%	1,332,766	291,874	21.90%
Public Works	5,308,257	1,324,429	24.95%	5,308,257	5,202,903	1,292,362	24.84%	5,259,875	1,235,609	23.49%
Fire Department	7,889,065	2,049,340	25.98%	7,889,065	8,100,554	2,129,038	26.28%	7,666,842	1,719,131	22.42%
Police Department	11,250,771	2,955,111	26.27%	11,250,771	10,788,935	2,804,570	25.99%	10,395,239	2,523,897	24.28%
Community Development	1,324,774	257,890	19.47%	1,324,774	1,262,451	343,389	27.20%	1,359,264	237,938	17.50%
Library	1,251,293	306,692	24.51%	1,251,293	1,180,771	301,828	25.56%	1,145,613	292,399	25.52%
Recreation	5,711,776	1,134,103	19.86%	5,711,776	5,649,246	1,232,215	21.81%	5,717,147	1,174,529	20.54%
Debt Service	2,062,574	211,849	10.27%	2,062,574	2,056,951	211,363	10.28%	2,096,463	209,359	9.99%
Contingency	150,000	36,805	24.54%	150,000	143,810	35,434	24.64%	152,423	40,964	26.88%
Total Expenditures	41,110,026	9,669,142	23.52%	41,110,026	40,265,587	9,775,093	24.28%	39,496,268	8,641,085	21.88%
Excess revenues over (under) expenditures	(2,059,927)	(163,284)	7.93%	(2,059,927)	(375,788)	(544,602)		(1,189,693)	765,840	
Net transfers in (out)	1,139,574	639,574	56.12%	1,139,574	628,913	972,739	154.67%	1,512,699	1,417,815	93.73%
Total Fund Balance	\$ 7,706,035	\$ 9,547,100	123.89%	\$ 8,150,457	\$ 9,070,810	\$ 9,245,822	101.93%	\$ 8,817,685	\$ 10,678,334	121.10%

Fund Balance Analysis

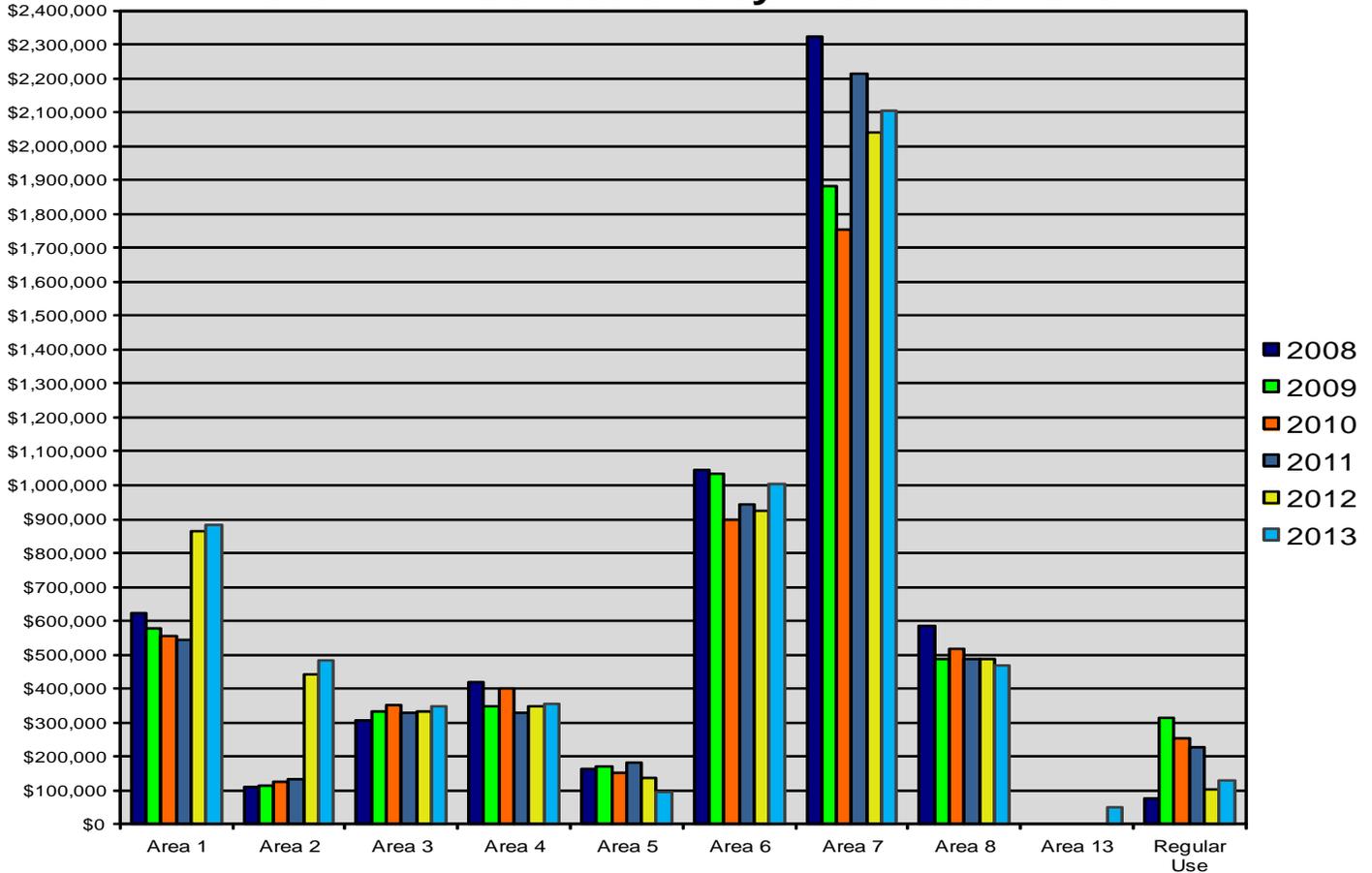
Total Fund Balance	\$ 7,706,035	\$ 9,547,100	\$ 8,150,457	\$ 9,070,810	\$ 8,817,685
Restricted Fund Balance					
-Emergencies (TABOR)	1,150,000	1,200,000	1,200,000	1,200,000	1,150,000
Committed Fund Balance					
-LTAR	2,619,375	2,619,375	2,619,375	2,619,375	2,406,649
-COPS Grant	298,512	298,512	298,512	298,512	298,512
Restricted/Committed	\$ 4,067,887	\$ 4,117,887	\$ 4,117,887	\$ 4,117,887	\$ 3,855,161
Estimated Unassigned					
Fund Balance	\$ 3,638,148	\$ 5,429,213	\$ 4,032,570	\$ 4,952,923	\$ 4,962,524
As a percentage					
of projected revenues	9.32%	13.90%	10.33%	12.42%	12.95%
As a percentage					
of budgeted revenues	9.32%	13.90%	10.33%		
Target	3,905,010	-	5,857,515		

**Sales & Use Tax Collections Year-to-Date Comparison
for the month of March 2013**

Cash Basis

	2008	% Change	2009	% Change	2010	% Change	2011	% Change	2012	% Change	2013	% Change
Area 1	623,378	-0.25%	577,970	-7.52%	554,978	-10.97%	542,301	-2.28%	864,011	59.32%	884,236	2.34%
Area 2	109,861	-8.06%	113,420	-5.08%	124,817	13.61%	133,358	6.84%	442,954	232.15%	485,014	9.50%
Area 3	306,546	-1.35%	334,027	7.49%	351,555	14.68%	328,489	-6.56%	334,209	1.74%	349,346	4.53%
Area 4	418,193	-8.82%	348,162	-24.09%	402,456	-3.76%	329,893	-18.03%	347,401	5.31%	356,052	2.49%
Area 5	162,133	7.11%	169,272	11.83%	151,168	-6.76%	181,379	19.98%	138,336	-23.73%	93,652	-32.30%
Area 6	1,044,047	5.12%	1,032,320	3.94%	896,909	-14.09%	943,344	5.18%	924,519	-2.00%	1,003,841	8.58%
Area 7	2,321,348	15.61%	1,883,374	-6.20%	1,753,178	-24.48%	2,215,184	26.35%	2,039,254	-7.94%	2,105,904	3.27%
Area 8	585,165	9.14%	488,490	-8.89%	516,438	-11.74%	487,595	-5.59%	487,887	0.06%	470,388	-3.59%
Area 13							0	0.00%	0	0.00%	50,496	0.00%
Regular Use	75,288	-7.66%	315,884	287.41%	254,305	237.78%	227,422	-10.57%	102,360	-54.99%	130,963	27.94%
Subtotal	5,645,957	18.37%	5,262,920	10.34%	5,005,804	-11.34%	5,388,965	7.65%	5,680,931	5.42%	5,929,894	4.38%
Area 9 and 10	504,672	5.15%	492,391	-2.43%	488,777	-0.73%	500,649	2.43%	0	-100.00%	0	0.00%
Area 11 and 12	38,565	12.05%	37,647	-2.38%	33,238	-11.71%	37,512	12.86%	0	-100.00%	0	0.00%
Subtotal	543,237	5.61%	530,038	-2.43%	522,015	-1.51%	538,160	3.09%	0	-100.00%	0	0.00%
Total	6,189,194	17.13%	5,792,958	-6.40%	5,527,819	-4.58%	5,927,125	7.22%	5,680,931	-4.15%	5,929,894	4.38%
Refunds	99,260	122.93%	7,566	-92.38%	115,761	1430.05%	18,813	-83.75%	82,548	338.78%	9,465	-88.53%
Audit & Collections Revenue*	226,468	78.60%	298,426	31.77%	214,903	-27.99%	100,808	-53.09%	7,533	-92.53%	30,998	311.47%
*included Above												
Unearned Sales Tax	650,000	0.00%	600,000	-7.69%	600,000	0.00%	1,100,000	83.33%	1,100,000	0.00%	1,100,000	0.00%
Building Use	302,111	-41.75%	69,911	-76.86%	116,868	67.17%	86,641	-25.86%	180,622	108.47%	129,315	-28.41%
Vehicle Use	319,948	-4.48%	267,528	-16.38%	205,901	-23.04%	204,874	-0.50%	316,669	54.57%	358,089	13.08%

March YTD Collections by Area 2008-2013



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 Bellevue between Logan & Delaware

Area 4 - Broadway and Bellevue (Between Fox and Sherman and south side of Bellevue and to the Southern City Limits)

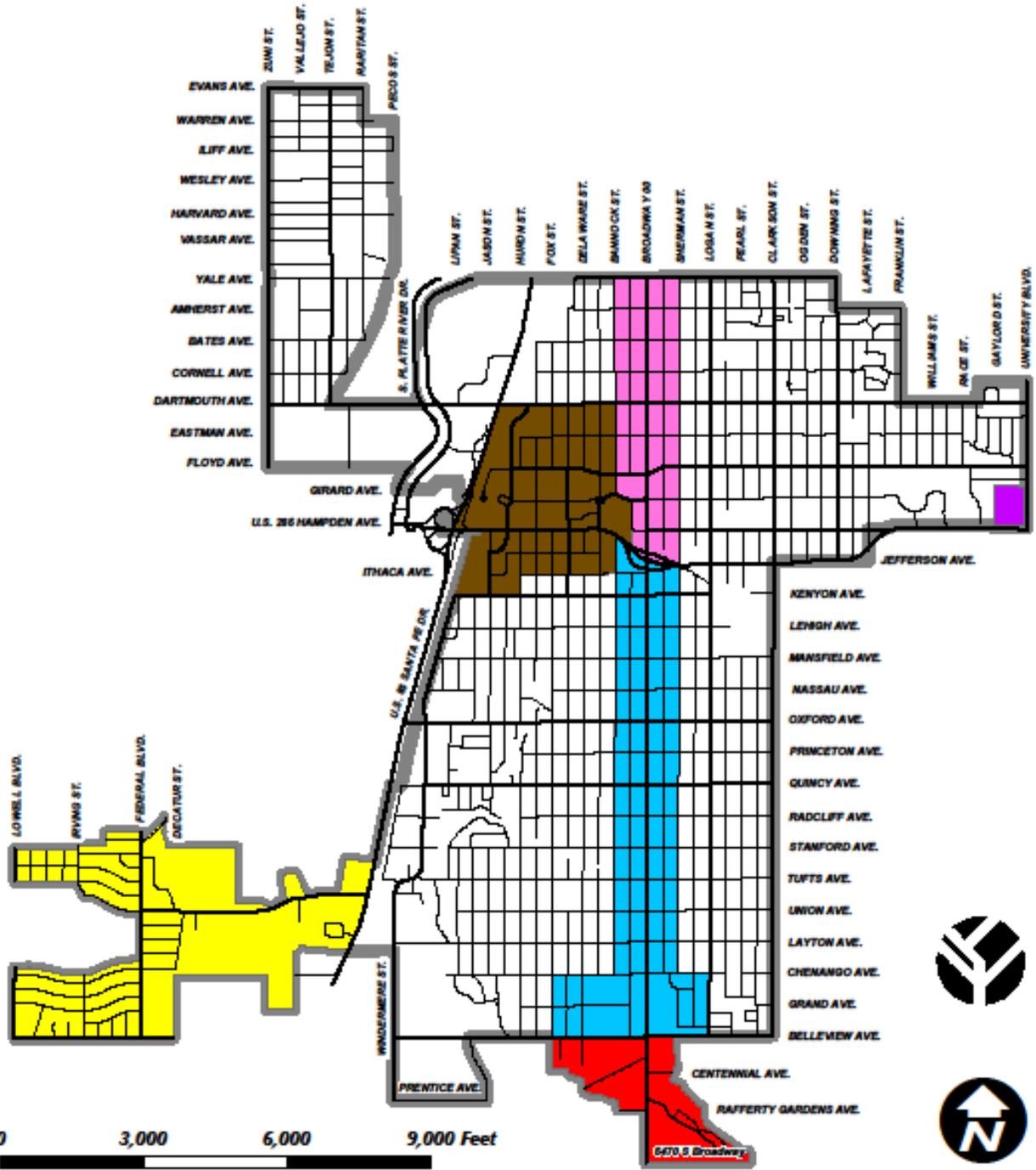
Area 5 - Federal and Bellevue W of Santa Fe

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

**City of Englewood
Department of Finance
and Administrative
Services**

Memorandum

To: Mayor Penn and City Council
Thru: Gary Sears, City Manager
From: Frank Gryglewicz, Director of Finance and Administrative Services
Date: April 16, 2013
Re: 2013 Budget Update and 2014 Proposed Budget for the April 22, 2013 Study Session

Attached you will find a "City of Englewood General Fund Revenue, Expenditure, & Fund Balance 2008 – 2018" pro-forma and a summary of estimated changes that could be included in 2014 budget for Council's review at the April 22, 2013 Study Session. All numbers are *very preliminary* at this time. Some points for Council to consider while reviewing the attached documents:

- Sales tax revenues for 2013 have been adjusted two percent from the original budget because of last year and this year's collections.
- Other revenues have not been adjusted from the original 2013 budget.
- Revenues have been conservatively estimated for 2014 and the out years.
- Englewood McLellan Reservoir Foundation (EMRF) rents are net of \$500,000 for the cost of road construction in 2014. There is a chance the road will not be built in 2014; or the cost will be borne by other parties, if this does not happen, reserves will increase \$500,000 or 1.15 percent.
- The rents from EMRF will continue to diversify and increase the City's revenue base.
- The COPs Grant funding will end in 2013. The \$298,512 committed to the COPs Grant will be used to fund the wages and benefits for officers through 2013 and a portion of 2014 leaving \$131,488 not funded with additional grant funds or the Long Term Asset Reserve (LTAR).
- The Fire Chief was not fully budgeted for 2013 requiring a \$48,549 adjustment.
- The Permit Technician position was not fully funded for 2013 requiring a \$12,995 adjustment.
- The Parks and Recreation Department has requested Human Resources perform a part-time salary survey; the impact of the survey has not been determined at this time.
- Wages are estimated to increase two percent across the board in 2014.
- Health care premiums are estimated to increase nine percent in 2014.
- Property and liability insurance premiums are assumed to increase in 2014 but the percentage is unknown at this time.
- Pension contributions for the Old Hire Police/Fire Plans should not change in 2014. Contributions for the Volunteer Fire Plan could increase but not significantly. The NonEmergency Retirement Plan (NERP) could increase but information is not available at this time.
- Commodities, capital, and contractual expenditures are shown at 2013 budgeted amounts.
- Three new positions have been requested but have not been included in the 2014 estimate.
- The Fire Department is looking at replacing one vehicle (\$37,000), addition costs of training total \$29,000.
- Community Development is requesting \$100,000 in 2014 for additional studies.
- The Malley Center Trust Fund Board is requesting the General Fund contribute \$15,000 to continue extending the hours at the Malley Center for 2014.
- The pro-forma includes the amounts that would be saved if the 2013 and 2014 budget comes in under budget by one, two, or three percent. Historically, expenditures have come in from one to three percent under budget mainly due to unplanned personnel turnover

Please e-mail me at
information.

or call me at 303/762-2401 if you have questions or need additional

City of Englewood, Colorado
 Finance and Administrative Services Department
 April 22, 2013

2013 Budget and 2014 Proposed Budget Update

2014 Estimated Increases/(Decreases)

	2014	2015	2016	2017	2018
Wages (2% increase)	500,000				
Health (9% increase)	300,000				
Property & Liability (? Increase)					
Pension OH Fire					
Pension Volunteer Fire					
Pension OH Police					
Pension NERP					
Commodities (no increase)					
Contractual (no increase)					
Capital (no increase)					
Impact Team (Unfunded)	131,488				
Proposed New Positions:					
Ass't Fire Marshall					
CMO Videographer					
Library P/T Childrens' Area					
Other:					
Fire Chief Salary Full Year	48,549				
Permit Technician Full Year	12,995				
Deputy Fire Chief Vehicle	37,000				
Fire Training	15,000				
Outside Burn	14,000				
Part Time Salary Survey					
Malley Extended Hours	15,000				
CD Add'l Studies	100,000				
Total	1,174,032	0	0	0	0

Other Budgetary Requests to Consider (The amounts are not included in the above amounts)

Capital:	
Rec Center Lift	100,000
Rec Center Boilers	60,000

Reductions
 CD retirements

S/T Increase (Decrease)	-0.60%	-8.81%	1.17%	4.17%	1.74%	2.88%	1.88%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Other Taxes	10.18%	-3.03%	0.41%	-1.39%	-3.26%	-3.57%	0.09%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%
Franchise	9.84%	-5.24%	0.43%	6.83%	16.17%	11.38%	4.66%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%
Other Revs	2.82%	-4.68%	-0.35%	4.08%	2.11%	4.16%	-1.03%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Investments	26.44%	-55.80%	-9.85%	-56.28%	-9.46%	-7.68%	18.98%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Expenditures	2.35%	2.01%	-2.25%	1.53%	3.68%	1.95%	2.10%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%

Line	Actual 2008	'08 vs '07 Percent Change	Actual 2009	'09 vs '08 Percent Change	Actual 2010	'10 vs '09 Percent Change	Actual 2011	'11 vs '10 Percent Change	Budget 2012	Actual 2012	'12 vs '11 Percent Change	2012 Budget Vs. 2012 Actual	Budget / Estimate 2013	Proposed Budget 2014	Projected 2015	Projected 2016	Projected 2017	Projected 2018	'08 vs '12 Percentage	Total \$ '08 - '12	
REVENUES																					
1 Property	2,995,990	-14.21%	2,971,303	-0.82%	3,020,884	1.67%	2,994,213	-0.88%	2,880,000	2,874,816	-3.99%	(5,184)	2,898,000	2,963,205	3,029,877	3,098,049	3,167,755	3,239,030	Average Growth 2008 - 2012	-0.81%	(121,174)
2 Specific Ownership	316,242	-7.38%	276,414	-12.59%	263,434	-4.70%	246,062	-6.59%	250,000	243,293	-1.13%	(6,707)	230,000	235,175	240,466	245,877	251,405	257,066	Average Growth 2008 - 2012	-4.61%	(72,949)
3 Sales and Use (Net of Refunds)	22,617,767	-0.60%	20,624,659	-8.81%	20,866,515	1.17%	21,737,110	4.17%	22,115,126	22,363,618	2.88%	248,492	22,783,003	23,238,663	23,703,436	24,177,505	24,661,055	25,154,276	Average Growth 2008 - 2012	-0.22%	(254,149)
4 Franchise Fees	2,588,214	9.84%	2,452,611	-5.24%	2,620,191	6.83%	2,631,393	0.43%	3,056,938	2,930,888	-11.38%	(126,050)	3,067,552	3,144,241	3,222,847	3,303,418	3,386,003	3,470,654	Average Growth 2008 - 2012	2.65%	342,674
5 Cigarette	261,743	-6.11%	218,449	-16.54%	196,320	-10.13%	190,763	-2.83%	190,000	189,618	-0.60%	(382)	184,000	178,480	173,126	167,932	162,894	158,007	Average Growth 2008 - 2012	-5.51%	(72,125)
6 Hotel/Motel	10,178	3.66%	9,140	-9.31%	8,806	-3.65%	8,820	11.51%	8,713	10,395	5.86%	1,682	9,000	10,629	10,888	11,113	11,363	11,618	Average Growth 2008 - 2012	0.63%	317
7 Total Taxes	28,790,034	1.50%	26,552,576	-7.77%	26,976,150	1.60%	27,809,361	3.09%	28,500,777	28,612,628	2.89%	111,851	29,171,555	29,770,392	30,380,820	31,003,893	31,640,479	32,290,650	Average Growth 2008 - 2012	-0.12%	(177,406)
8 Licenses and Permits	671,609	-42.55%	588,328	-12.40%	695,563	18.23%	778,536	11.93%	574,025	983,359	26.31%	409,334	767,153	782,498	798,146	814,109	830,391	846,989	Average Growth 2008 - 2012	9.28%	311,750
9 Intergovernmental Revenue	1,079,285	-2.44%	1,319,282	22.24%	1,465,970	11.12%	1,724,807	17.66%	1,552,315	1,865,722	8.17%	313,407	1,387,598	1,415,350	1,443,657	1,472,530	1,501,981	1,532,020	Average Growth 2008 - 2012	14.57%	786,437
10 Charges for Services	3,476,583	-11.66%	3,185,443	-8.37%	3,254,830	2.18%	3,384,318	3.98%	3,392,667	3,441,525	1.69%	48,858	3,320,618	3,336,030	3,402,751	3,470,806	3,540,222	3,611,027	Average Growth 2008 - 2012	-0.20%	(35,058)
11 Recreation	2,364,758	5.76%	2,315,598	-2.08%	2,489,781	7.52%	2,635,221	5.84%	2,599,668	2,615,642	-0.74%	15,974	2,629,173	2,681,756	2,735,392	2,790,099	2,845,901	2,902,819	Average Growth 2008 - 2012	2.12%	250,884
12 Fines and Forfeitures	1,461,100	11.07%	1,639,678	12.22%	1,437,957	-12.30%	1,284,758	-10.85%	1,318,450	1,381,453	7.53%	63,003	1,395,819	1,423,735	1,452,210	1,481,254	1,510,879	1,540,210	Average Growth 2008 - 2012	-1.05%	(79,647)
13 Net Investment Income	520,325	26.44%	230,000	-55.80%	100,545	-56.28%	91,034	-9.46%	100,000	84,045	-7.68%	(15,955)	100,000	102,000	104,040	106,121	108,243	110,408	Average Growth 2008 - 2012	-16.77%	(436,280)
14 Net Rental Revenues - McLellan	599,143		611,837		105,125		425,159		663,046	551,295	-29.67%	(111,751)	638,829	161,652	1,244,056	-1,511,210	1,510,931	3,297,778	2013 may require road construction	-1.60%	(47,848)
15 Other Revenue	215,823	29.82%	635,982	194.68%	293,658	-53.83%	173,381	-40.96%	419,153	354,130	-104.25%	(65,023)	163,449	280,000	280,000	280,000	280,000	280,000	Average Growth 2008 - 2012	12.82%	138,307
16 Total Revenues	39,178,660	-3.07%	37,078,724	-5.36%	36,819,579	-0.70%	38,306,575	4.04%	39,120,001	39,889,799	4.13%	769,798	39,496,825	39,925,496	41,812,397	42,900,979	43,739,403	44,632,581	Average Growth 2008 - 2012	0.36%	711,139
EXPENDITURES																					
General Government																					
17 Legislation (includes MOA contractual obligation)	350,254	8.12%	346,044	-1.20%	309,870	-10.45%	298,731	-3.59%	333,793	316,043	-5.80%	17,750	330,436	330,436	337,871	345,473	353,246	361,194	Average Growth 2008 - 2012	-1.95%	(34,211)
18 City Attorney	698,563	0.61%	678,038	-2.94%	702,228	3.57%	706,841	0.66%	746,734	712,036	-4.73%	34,698	783,147	783,147	800,768	818,785	837,208	856,045	Average Growth 2008 - 2012	0.39%	13,473
19 Municipal Court	915,303	2.83%	914,493	-0.09%	901,469	-1.42%	848,775	-5.85%	974,417	886,249	-4.42%	88,168	962,993	962,993	984,680	1,006,815	1,029,469	1,052,632	Average Growth 2008 - 2012	-0.63%	(29,054)
20 City Manager	674,322	0.06%	674,170	-0.02%	659,882	-2.12%	639,184	-3.14%	672,072	658,047	-2.95%	14,025	679,653	679,653	694,945	710,581	726,570	742,917	Average Growth 2008 - 2012	-0.48%	(19,275)
21 Community Development	1,464,725	3.70%	1,366,437	-6.71%	1,301,473	-4.75%	1,359,264	4.44%	1,478,398	1,262,451	-7.12%	215,947	1,324,774	1,324,774	1,354,581	1,385,059	1,416,223	1,448,088	Average Growth 2008 - 2012	-2.76%	(202,274)
22 Human Resources	579,136	3.81%	456,275	-21.21%	419,421	-8.08%	430,792	2.71%	479,910	469,343	-8.95%	10,567	481,392	492,223	503,298	514,623	526,202	538,202	Average Growth 2008 - 2012	-3.79%	(109,793)
23 Finance & Administrative Services	1,626,571	3.73%	1,575,924	-3.11%	1,445,581	-8.27%	1,446,313	0.05%	1,541,845	1,464,305	-5.14%	77,540	1,583,684	1,583,684	1,619,317	1,655,752	1,693,064	1,731,099	Average Growth 2008 - 2012	-2.00%	(162,266)
24 Information Technology	1,280,156	2.06%	1,380,237	6.26%	1,280,680	-5.85%	1,332,766	4.07%	1,380,355	1,373,943	-3.08%	(6,412)	1,340,211	1,340,211	1,370,366	1,401,199	1,432,726	1,464,982	Average Growth 2008 - 2012	1.47%	93,787
25 Contributions to Component Unit			800,000		0		#DIV/0!		0	0		0	0	0	0	0	0	0			
26 Contingency	59,759	-54.36%	160,578	168.71%	48,139	-70.02%	152,423	216.83%	150,000	143,810	-5.55%	6,190	150,000	200,000	200,000	200,000	200,000	200,000	Average Growth 2008 - 2012	28.13%	84,051
27 Total General Government	7,648,789	1.90%	8,332,196	8.93%	7,068,723	-15.16%	7,215,089	2.07%	7,728,324	7,286,227	-6.99%	442,097	7,636,290	7,686,290	7,854,732	8,026,963	8,203,070	8,383,139	Average Growth 2008 - 2012	-0.95%	(362,562)
Direct Government																					
28 Safety Services																					
29 Fire	7,215,444	5.48%	7,320,268	1.45%	7,425,903	1.44%	7,666,842	3.24%	7,711,732	8,100,554	5.66%	(388,822)	7,889,065	7,889,065	8,066,569	8,248,067	8,433,848	8,623,405	Average Growth 2008 - 2012	2.45%	885,110
30 Police	9,974,925	3.30%	10,183,880	2.09%	10,312,633	1.26%	10,395,239	0.80%	10,921,455	10,788,935	-3.79%	132,520	11,250,771	11,250,771	11,503,913	11,762,751	12,027,413	12,298,030	Average Growth 2008 - 2012	1.63%	814,010
31 Public Works (includes CAM contractual obligation)	5,189,173	-4.29%	5,152,891	-0.70%	5,137,364	-0.30%	5,259,875	2.38%	5,436,837	5,202,903	-1.08%	233,934	5,308,257	5,308,257	5,427,693	5,549,816	5,674,687	5,802,367	Average Growth 2008 - 2012	0.05%	13,730
32 Recreation	5,916,449	6.29%	5,727,968	-3.19%	5,811,809	1.46%	5,717,147	-1.53%	5,834,425	5,649,246	-1.19%	185,179	5,711,776	5,840,291	5,971,698	6,106,061	6,243,447	6,384,447	Average Growth 2008 - 2012	-0.90%	(267,203)
33 Library	1,261,112	0.13%	1,275,584	1.15%	1,284,083	0.67%	1,145,613	-10.78%	1,256,481	1,180,771	-5.97%	75,710	1,251,293	1,251,293	1,279,447	1,308,235	1,337,670	1,367,788	Average Growth 2008 - 2012	-1.27%	(80,341)
34 Total "Direct" Government	29,557,103	2.83%	29,660,571	0.35%	29,971,792	1.05%	30,184,716	0.71%	31,160,730	30,922,409	-2.44%	238,321	31,411,162	31,411,162	32,117,913	32,840,566	33,579,479	34,335,017	Average Growth 2008 - 2012	0.92%	1,365,306
35 Total Expenditures Before Non-Discretionary	37,205,892	2.63%	37,992,767	2.11%	37,040,515	-2.51%	37,399,805	0.97%	38,889,054	38,208,636	-1.76%	680,418	39,047,452	39,097,452	39,972,645	40,867,529	41,782,549	42,718,156	Average Growth 2008 - 2012	0.54%	1,002,744
36 Estimated Lump Sum Expenditure Increase																					
37 Debt Service (Non-Discretionary)	1,809,306	-3.23%	1,805,208	-0.23%	1,860,827	3.08%	2,096,463	12.66%	2,060,739	2,056,951	-1.88%	3,788	2,062,574	2,005,820	1,952,147	1,867,398	1,870,554	1,690,272	Average Growth 2008 - 2012	2.74%	247,645
38 Total Expenditures	39,015,198	2.35%	39,797,975	2.01%	38,901,342	-2.25%	39,496,26														

Memorandum

To: Mayor Penn and City Council
Thru: Gary Sears, City Manager
From: Frank Gryglewicz, Director of Finance and Administrative Services
Date: April 16, 2013
Re: Mill Levy Information for April 22, 2013 Study Session

Maintaining and improving the City's infrastructure and services is always a challenge. The idea of dedicating a mill levy for infrastructure and/or police/fire services has been discussed by Council and staff in the past.

Currently, Public Improvement Fund has limited funds available to maintain existing infrastructure; additional projects are delayed due to lack of funding. The City Charter (Article X, Part I, Section 96) allows the City to assess two mills for the Public Improvement Fund. When this was written City Council could adopt this mill levy increase by ordinance, but since the Taxpayers Bill of Rights (TABOR) was approved by voters in 1992, all tax increases must be submitted to and approved by the voters. I would propose this be placed on a future ballot. The ballot language could be written so this assessment is open-ended or have the tax sunset in ten years or some other term determined by City Council.

The cost of providing police and fire services continues to increase every year. Revenue growth as often not kept pace with police/fire expenditures growth.

Each mill would generate \$498,000 based on 2012 assessed property values and could increase each year to help pay for road construction and repairs, public infrastructure projects, and public safety.

A homeowner with a \$200,000 dollar home in Englewood would pay (based on 2012 mill levies and assessment ratios) the following to the City of Englewood:

General Mill Levy

Market Value	\$200,000
Assessment Ratio:	7.96
Assessed Value	\$15,920
General Fund Mill Levy	5.880
Taxes Paid for General Fund	\$93.61 [A]

Debt Service Mill Levy

Market Value	\$200,000
Assessment Ratio:	7.96
Assessed Value	\$15,920
Debt Service Mill Levy	1.741
Taxes Paid for Debt Service	\$27.72 [B]

Total Property Taxes Paid

Market Value	\$200,000	
Assessment Ratio:	7.96	
Assessed Value	\$15,920	
General Fund Mill Levy	7.621	
Total Taxes Paid to Englewood	\$121.33	[C] = [A] + [B]

Public Improvement Fund Mill Levy

Market Value	\$200,000	
Assessment Ratio:	7.96	
Assessed Value	\$15,920	
General Fund Mill Levy	2.000	
Taxes Paid to PIF	\$31.84	[1]

Public Safety Mill Levy

Market Value	\$200,000	
Assessment Ratio:	7.96	
Assessed Value	\$15,920	
General Fund Mill Levy	3.000	
Taxes Paid to PIF	\$47.76	[2]

Total Property Taxes Paid (With PIF Mill Levy)

Market Value	\$200,000	
Assessment Ratio:	7.96	
Assessed Value	\$15,920	
General Fund Mill Levy	9.621	
Total Taxes Paid to Englewood	\$153.17	[D] = [C] + [1]

Total Property Taxes Paid (With Public Safety Mill Levy)

Market Value	\$200,000	
Assessment Ratio:	7.96	
Assessed Value	\$15,920	
General Fund Mill Levy	10.621	
Total Taxes Paid to Englewood	\$169.09	[E] = [C] + [2]

Total Property Taxes Paid (With PIF and Public Safety Mill Levy)

Market Value	\$200,000	
Assessment Ratio:	7.96	
Assessed Value	\$15,920	
General Fund Mill Levy	12.621	
Total Taxes Paid to Englewood	\$200.93	[F] = [C] + [1] + [2]

The taxes received from this levy would go a long way in providing a reliable funding source for essential infrastructure projects and public safety.

Mill Levy Information for April 22, 2013 Study Session
April 16, 2013

For informational purposes, the chart below is the total 2012 Mill Levy collected in 2013 for the jurisdictions listed as reported by the Colorado Department of Local Affairs Division of Local Government.

Jurisdiction	Total 2012 Mill Levy Collected in 2013
City of Englewood	7.794
City of Greenwood Village	2.932
City of Centennial	5.129
City of Littleton	6.662
City of Sheridan	8.253
City of Cherry Hills Village	13.304

Please e-mail me at
information.

or call me at 303/762-2401 if you have questions or need additional



M E M O R A N D U M

C O M M U N I T Y D E V E L O P M E N T

TO: Mayor Penn and City Council

THROUGH: Gary Sears, City Manager

FROM: Alan White, Community Development Director ✓

DATE: April 22, 2013

SUBJECT: Acoma Property Proposal Selection Process

The EURA met on April 10th to discuss the process of selecting the preferred development proposal for the Acoma property. The meeting was held prior to the submittal deadline and it wasn't known how many proposals would be received. The Board concluded that the number of proposals received could affect how the selection process would be structured. The selection process was not established.

Instead, the EURA took the following actions:

1. Directed staff to request that two Council members participate in the proposal selection process.
2. Scheduled a special meeting on April 24th to review the proposals and determine subsequent steps.

Subsequent steps likely will include:

- a. Review of the three development proposals received and select the development teams to be interviewed
- b. Conduct interviews
- c. Select preferred development proposal and developer
- d. Establish negotiation parameters
- e. Staff negotiates Disposition and Development Agreement
- f. Review and approval of Agreement by both EURA and City

As directed by EURA, staff is seeking two members from Council to work with EURA in these next steps.

DRAFT

BY AUTHORITY

ORDINANCE NO. _____
SERIES OF 2013

COUNCIL BILL NO. _____
INTRODUCED BY COUNCIL
MEMBER _____

A BILL FOR

AN ORDINANCE AMENDING TITLE 2, OF THE ENGLEWOOD MUNICIPAL CODE 2000 BY THE ADDITION OF A NEW CHAPTER 14, ESTABLISHING A BUDGET ADVISORY COMMITTEE FOR THE CITY OF ENGLEWOOD, COLORADO.

WHEREAS, The City's finances and budget activities are important to the very essence of the City of Englewood's community; and

WHEREAS, the City Council recognizes the importance of citizen involvement in setting the scope of the Budget activities in the city;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ENGLEWOOD, COLORADO, AS FOLLOWS:

Section 1. The City Council of the City of Englewood hereby approves amending Title 2, of the Englewood Municipal Code 2000, by adding a new Chapter 14, establishing the Budget Advisory Committee, which shall read as follows:

2-14: BUDGET ADVISORY COMMITTEE:

20-14-1: Purpose: The Budget Advisory Committee (BAC) was created by council and the City Manager to advise the City on the development, implementation, and evaluation of the annual City Budget. Participation in Budget Advisory Committee is an opportunity not only to advise on the prioritization of how City tax dollars are spent, but also to advise policymakers in their decision-making process in an open and transparent process.

2-14-2: Composition and Membership: The committee will be comprised of five (5) members appointed by City Council and a non-voting council liaison.

2-14-3: Terms of Members: Members will be appointed to overlapping terms of two (2) years. The City Council shall make appointments to fill vacancies for unexpired terms.

2-14-4: Compensation:

A. The members of the committee shall serve without compensation.

B. Reasonable expenses directly related to performing the duties of the committee shall be allowed.

2-14-5: Powers and Duties:

The Budget Advisory Committee shall have the following powers and duties:

- A. The committee shall meet at least once each month at a time to be established by the City Manager.
- B. At the start of each budget year the City Manager shall meet with the Budget Advisory Committee and shall review projections of major revenue sources.
- C. The City Manager shall work with the Budget Advisory Committee to establish budget guidelines for the coming year.
- D. Each department shall present its budget to the Revenue and Budget Manager, the Director of Finance and Administrative Services, the City Manager and Budget Advisory Committee. Said meetings shall be open to the public and recorded in the same manner as other boards and commissions.
- E. Annual capital improvement recommendations shall be made only by the Planning and Zoning Commission as required by the Englewood Home Rule Charter not the Budget Advisory Committee.
- F. Once the budgets have been reviewed and have incorporated changes for new programs and/or personnel authorized by the City Manager, the Budget Advisory Committee shall submit a written report of its findings and recommendations (BAC Report). The BAC Report shall be delivered to Council prior to the public hearing regarding the budget.

2-14-6: Appointment of Officers and Adoption of Rules:

- A. The Committee shall organize, adopt administrative rules and procedures and elect from its members such officers as it shall deem necessary to accomplish its purposes. Officers of the Committee shall be elected for one-year (1) terms. No officer shall serve in the same capacity for more than two (2) consecutive terms.
- B. The chairperson may appoint such standing or special sub-committees from the membership of the Committee as the Committee shall determine necessary or useful in carrying out its purposes and powers. The purpose, term and members of each sub-committee shall be determined by the chairperson.

2-14-7: Sunset Provision: The Budget Advisory Committee and the provisions of Title 2, Chapter 14, shall terminate in three (3) years unless the Committee and the provisions of Title 2, Chapter 14, are renewed by Council ordinance.

Section 2. Safety Clauses. The City Council, hereby finds, determines, and declares that this Ordinance is promulgated under the general police power of the City of Englewood, that it is promulgated for the health, safety, and welfare of the public, and that this Ordinance is necessary

for the preservation of health and safety and for the protection of public convenience and welfare. The City Council further determines that the Ordinance bears a rational relation to the proper legislative object sought to be obtained.

Section 3. Severability. If any clause, sentence, paragraph, or part of this Ordinance or the application thereof to any person or circumstances shall for any reason be adjudged by a court of competent jurisdiction invalid, such judgment shall not affect impair or invalidate the remainder of this Ordinance or its application to other persons or circumstances.

Section 4. Inconsistent Ordinances. All other Ordinances or portions thereof inconsistent or conflicting with this Ordinance or any portion hereof are hereby repealed to the extent of such inconsistency or conflict.

Section 5. Effect of repeal or modification. The repeal or modification of any provision of the Code of the City of Englewood by this Ordinance shall not release, extinguish, alter, modify, or change in whole or in part any penalty, forfeiture, or liability, either civil or criminal, which shall have been incurred under such provision, and each provision shall be treated and held as still remaining in force for the purposes of sustaining any and all proper actions, suits, proceedings, and prosecutions for the enforcement of the penalty, forfeiture, or liability, as well as for the purpose of sustaining any judgment, decree, or order which can or may be rendered, entered, or made in such actions, suits, proceedings, or prosecutions.

Introduced, read in full, and passed on first reading on the ____ day of _____, 2013.

Published by Title as a Bill for an Ordinance in the City's official newspaper on the _____ day of _____, 2013.

Published as a Bill for an Ordinance on the City's official website beginning on the ____ day of _____, 2013 for thirty (30) days.

Randy P. Penn, Mayor

ATTEST:

Loucrishia A. Ellis, City Clerk

I, Loucrishia A. Ellis, City Clerk of the City of Englewood, Colorado, hereby certify that the above and foregoing is a true copy of a Bill for an Ordinance, introduced, read in full, and passed on first reading on the ____ day of _____, 2013.

Loucrishia A. Ellis