



ROUTT
COUNTY

COLORADO

2023 BUDGET PRESENTATION

Routt County Regional
Building Department

2023 SUMMARY

2023
REGIONAL BUILDING DEPARTMENT - COMMUNITY RESOURCES
TODD CARR
 970-870-5330

SUMMARY INFORMATION

	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2022 PROJECTED	DIFF 22 PRO 22 BUD	2023 BUDGET	2024 BUDGET	2025 BUDGET	INCR. (DECR.)	ORIGINAL AMOUNT RQSTD	% CHANGE
Revenues												
Fees	1,690,300	1,756,140	2,592,623	1,901,000	2,350,650	449,650	2,001,000	2,001,000	2,001,000	100,000	2,001,000	5%
Total Revenue	1,690,300	1,756,140	2,592,623	1,901,000	2,350,650	449,650	2,001,000	2,001,000	2,001,000	100,000		5%
Expenses												
Personnel	863,184	889,412	952,509	1,110,921	1,088,987	(21,934)	1,088,987	1,088,987	1,088,987	(21,934)	1,088,987	-2%
Operations	428,808	424,553	504,577	589,977	604,042	14,065	764,336	764,336	764,336	174,359	764,336	30%
Transfers	4,514	129,055	39,454	531,100	231,100	(300,000)	231,100	-	-	(300,000)	31,100	-56%
Total	1,296,506	1,443,019	1,496,540	2,231,998	1,924,129	(307,869)	2,084,423	1,853,323	1,853,323	(147,575)	1,884,423	-7%
Revenues Over (Under)												
Expenses	393,794	313,121	1,096,083	(330,998)	426,521	757,519	(83,423)	147,677	147,677	247,575	116,577	-75%
Reserves Beginning	2,847,847	3,241,641	3,554,763	4,650,845	4,650,845	-	5,077,366	4,993,943	5,141,620			
Reserves Ending	3,241,641	3,554,763	4,650,845	4,319,847	5,077,366	757,519	4,993,943	5,141,620	5,289,297			
<u>STAFFING</u>												
Full Time Equivalents	9.03	9.49	9.49	10.41	10.41	-	10.41			0.00		0.00%

2023 CHANGES

CHANGES:

- Increase in Revenues by (5%)
- Staffing Levels to remain at 10.50 FTE's
(Note) .5 FTE Code Compliant Officer with City of Steamboat Springs
- Increase in personnel costs by (1%)
- Increase in Operations by 30%
- Revenue Over (Under) Expenses: Revenue 8% Over Expenses
- Reserves Projected Balance End of CY23: \$4,963,174

2023 REVENUE CHANGES

REVENUE:

- **CY2022 Revenue was projected to be \$1.9 million originally, we have projected we will finish around \$2.35 million due to increases in commercial construction activity.**

Past 5-Year Budget Variance Analysis (+/-2% goal):

- **The 5-Year average Budget to Actual Variance is 35%**
 - Increased largely due to significant increase in the 3rd and 4th quarters of CY2021 with construction activity and inflation.

2023 PERSONNEL CHANGES

PERSONNEL:

- **Personnel Costs are anticipated to increase by 1%**
 - Note: Personnel cost is pending BCC determination of steps and COLA for 2023

• <u>Requested Change in FTE's:</u>	<u>Requested Costs for FTE Addition's</u>
No Requests	\$0

5-Year Budget Variance Analysis (+/-2% goal):

- The 5-Year average Budget to Actual Variance is 2%

2023 OPERATION CHANGES

OPERATIONS:

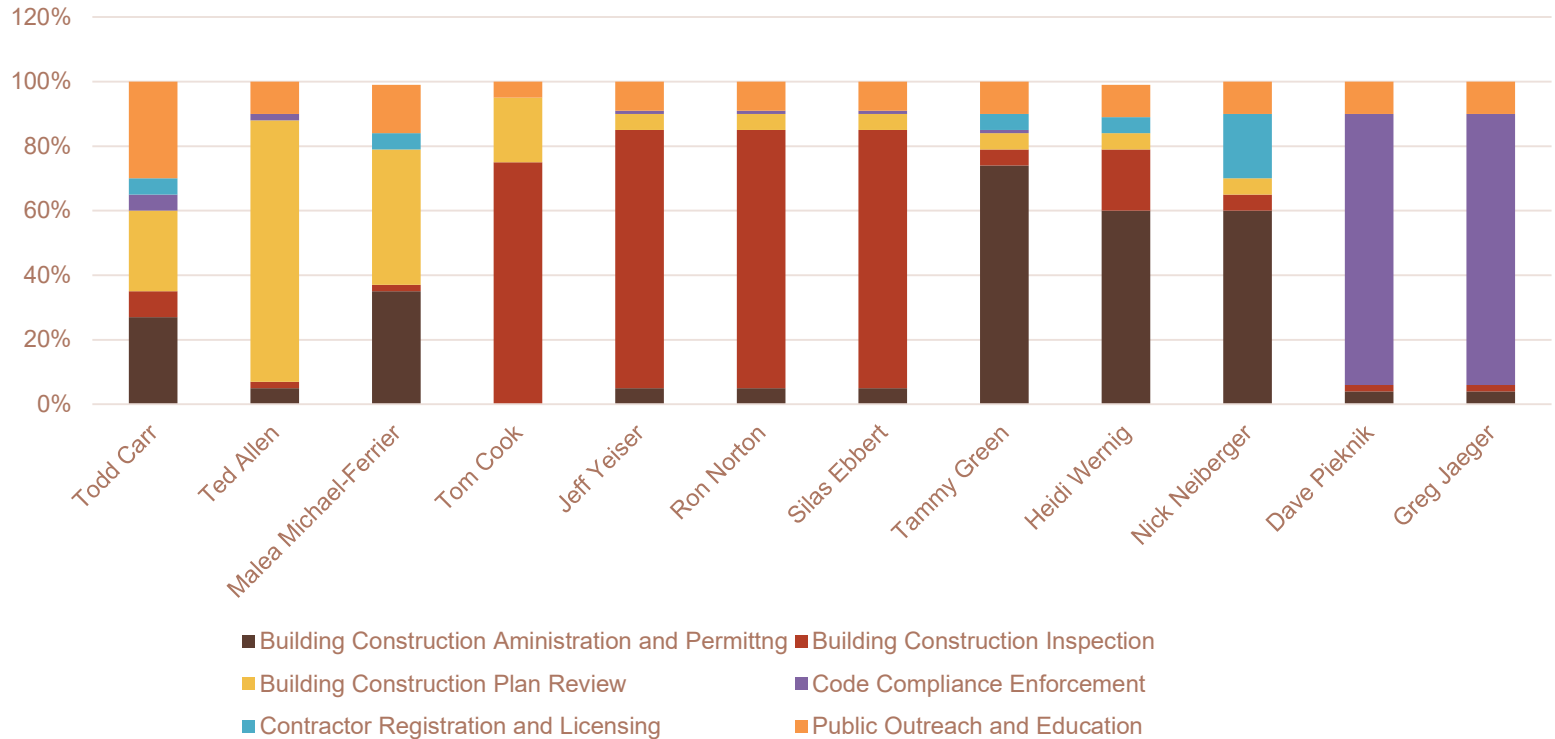
- **Operations have increased (30%)**
- **Professional Services Increases**
 - **City of Steamboat Springs Code Compliant Officer: 15% Increase from covering 35% to 50% of personnel and operational expenses.**
 - **Wildfire Mitigation Funding \$15,000 for outreach and education. (None-Re-Occurring)**
 - **ShumCoda: \$25,000 Professional Training for Adoption of the 2021 Codes to our Contractors and Professionals. (None-Re-Occurring)**
 - **(Climate Action Plan)-Yampa Valley Sustainability Council \$20,000 for outreach, education, and code development support within our Energy Codes: (None-Re-Occurring)**
- **Controllable Asset Purchase: E-Bike purchase \$4500 (None-Re-Occurring)**

5-Year Budget Variance Analysis (+/-2% goal):

- **The 5-Year Average Budget to Actual variance is 6%.**

PRIORITY BASED BUDGETING

CY2023 PBB Employee Chart Per Program



BUILDING DEPARTMENT CY2022 GOALS AND PRIORITIES

Goals and Priorities

- **Community Engagement 2021 ICC Building/Energy/Wildfire Codes:** Provide Excellent Outreach and Education in combination with Public Trainings and Seminars throughout CY2023 om advance of the January 1st, 2024 code adoption date.
- **Internal Cross-Training:** Continue to focus on internal cross training and succession planning with Building Department staff to increase our effectiveness and efficiency with our programs and services we provide the Public
- **CityView Trainings:** Develop recorded video trainings that customers and contractors can utilize to learn how to effectively utilize our software to it's fullest capabilities, helping them become subject matter experts while submitting and managing their applications from start to finish.
- **CORA Request Processing:** Continue to work with CityView to develop a process for citizens to submit CORA requests directly into CityView for our Community Development Departments. CORA requests then could be better managed internally, and reviewed when needed by our Legal Department, and track staff time and billing if needed effectively within the software while allowing portal payment of any CORA fees electronically.
- **Arco/Digitizing Project:** The Building Department digitizing project will begin in late CY2022 and continue throughout the better part of CY2023 with the goal being to scan all historical documents from 1971 to 2015.
- **Future Goal All Electric Fleet:** Auction all gas vehicles and purchase all Electric Vehicles



ROUTT
COUNTY

COLORADO

Mission Statements and Services

The Mission of Routt County is to Efficiently Deliver a Balance of Public Services and Infrastructure that Provide a Safe and Healthy Place to Live for Present and Future Generations.

The Routt County Regional Building Department is entrusted with the responsibility to promote code awareness and expertise, assuring all structures are designed, built, and maintained in accordance with the adopted Building Codes for the residents and guests of Routt County.

The Routt County Regional Building Department's (RCRBD) budget is directly related to both the County's Mission and the Department's Mission. The RCRBD is responsible for reviewing construction plans and performing inspections to ensure code compliance in all of Routt County. The RCRBD serves as the Building Department for the City of Steamboat Springs, the Town of Oak Creek, the Town of Yampa, and the Town of Hayden through Intergovernmental Agreements. Additionally, the RCRBD provides services to all unincorporated areas of rural Routt County. RCRBD has been approved to offer Building Department Services to the Routt County School Districts. Those services include; Permitting, Plan Review, and Building and Mechanical Inspection Services. The health and safety of the residents and visitors to Routt County are protected within the built environment through the efforts of the Regional Building Department. The budget reflects a low cost verification that all new construction complies with national standards that have been adopted locally. The operating expenses have fit within the revenues for many years while allowing RCRBD to achieve the goal of timely and efficient service to customers, while keeping fees for the services competitive based on the services provided back to citizens. In September of 2015, the RCRBD implemented a ten percent reduction in permit fees based on valuation to bring balance to the income and expense ratio. Along with performing plan reviews, issuing permits and conducting construction inspections, a large responsibility of the Department is to provide education to contractors and property owners; building codes are complex and often times interpretations and explanations are required. The goal continues to be providing excellent outreach and education to all of those served, building effective and positive relationships centered on the Core Values.

Services Provided

The RCRBD has four main priorities it strives to provide, which are overseeing the safety of all buildings and structures throughout Routt County; excellent and efficient customer service, accuracy and consistency in applying our adopted codes, and provide outstanding education and outreach to our working professionals and citizens.

The department has six main programs that encompass the services offered; Building Construction Administration and Permitting, Building Construction Inspections, Building Construction Plan Review, Code Compliance Work, Contractor Registration and Certification, and Outreach and Education. The department provides outstanding services to customers, offering next-day Inspections County-wide, providing extremely efficient Plan Review time frames that have been complimented to be the best in the State, and Outreach and Education in advance of permit submittal saving owners and design professionals money and time during the preliminary design phase. The Administrative staff provides excellent project management support to customers, guiding and managing the permit application through the review process which involves multiple departments reviewing throughout the six different jurisdictions we provide permitting services for.

The department provides Certificates of Approval and Certificates of Occupancy upon the conclusion of every building permit; we manage this process to seek final approval from every department that reviewed originally, to ensure full compliance is met per the approved plans. The RCRBD takes a great deal of pride in developing and maintaining positive working relationships with professionals, and encourage feedback and ideas from the public for ways to make improvements. In 2020, the department was successful in implementing a Contractor Certification and Testing program, to ensure that citizens and property owners have knowledgeable competent contractors working on the permitted projects.

2023
 REGIONAL BUILDING DEPARTMENT - COMMUNITY RESOURCES
 TODD CARR
 970-870-5330

SUMMARY INFORMATION

	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2022 PROJECTED	DIFF 22 PRO 22 BUD	2023 BUDGET	2024 BUDGET	2025 BUDGET	INCR. (DECR.)	ORIGINAL AMOUNT RQSTD	% CHANGE
Revenues												
Fees	1,690,300	1,756,140	2,592,623	1,901,000	2,350,650	449,650	2,001,000	2,001,000	2,001,000	100,000	2,001,000	5%
Total Revenue	1,690,300	1,756,140	2,592,623	1,901,000	2,350,650	449,650	2,001,000	2,001,000	2,001,000	100,000		5%
Expenses												
Personnel	863,184	889,412	952,509	1,110,921	1,107,427	(3,494)	1,101,066	1,101,066	1,101,066	(9,855)	1,101,066	-1%
Operations	428,808	424,553	504,577	589,977	604,042	14,065	764,336	764,336	764,336	174,359	764,336	30%
Transfers	4,514	129,055	39,454	531,100	231,100	(300,000)	231,100	-	-	(300,000)	31,100	-56%
Total	1,296,506	1,443,019	1,496,540	2,231,998	1,942,569	(289,429)	2,096,502	1,865,402	1,865,402	(135,496)	1,896,502	-6%
Revenues Over (Under)												
Expenses	393,794	313,121	1,096,083	(330,998)	408,081	739,079	(95,502)	135,598	135,598	235,496	104,498	-71%
Reserves Beginning	2,847,847	3,241,641	3,554,763	4,650,845	4,650,845	-	5,058,926	4,963,424	5,099,022			
Reserves Ending	3,241,641	3,554,763	4,650,845	4,319,847	5,058,926	739,079	4,963,424	5,099,022	5,234,620			
STAFFING												
Full Time Equivalents	9.03	9.49	9.49	10.41	10.41	-	10.41			0.00		0.00%

**BUILDING
ENTERPRISE**

	2019	2020	2021	2022	2022	DIFF.	2023	2024	2025	DIFF.	ORIGINAL
	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	22 PRO 22 BUD	BUDGET	BUDGET	BUDGET	23 BUD	AMOUNT REQUESTED
REVENUE											
FEES											
FEES - DEPARTMENTAL	1,402,157	1,266,523	1,879,887	1,900,000	2,350,000	450,000	2,000,000	2,000,000	2,000,000	100,000	2,000,000
FEES - PAYPAL PERMITS	190,364	480,883	711,857	-	-	-	-	-	-	-	-
FEES-CODE BOOK SALES	1,167	1,704	281	1,000	500	(500)	1,000	1,000	1,000	-	1,000
FEES- MISC	1,434	1,080	135	-	150	150	-	-	-	-	-
FEES-CONTRACTOR CERT PROGRAM	-	5,950	463	-	-	-	-	-	-	-	-
OTHER	95,178	-	-	-	-	-	-	-	-	-	-
TOTAL FEES	1,690,300	1,756,140	2,592,623	1,901,000	2,350,650	449,650	2,001,000	2,001,000	2,001,000	100,000	2,001,000
TRANSFERS											
GENERAL FUND	-	-	-	-	-	-	-	-	-	-	-
IS POOL	-	-	-	-	-	-	-	-	-	-	-
TOTAL TRANSFERS	-	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE	1,690,300	1,756,140	2,592,623	1,901,000	2,350,650	449,650	2,001,000	2,001,000	2,001,000	100,000	2,001,000
EXPENSES											
PERSONNEL											
ADMINISTRATIVE SALARIES	114,372	119,245	125,994	142,424	142,823	399	139,541	139,541	139,541	(2,883)	139,541
STAFF SALARIES	522,523	527,663	565,961	698,900	712,781	13,881	704,319	704,319	704,319	5,419	704,319
EMERGENCY SUPP SICK LEAVE	-	-	4,428	-	-	-	-	-	-	-	-
PART TIME SALARIES	-	-	-	-	-	-	-	-	-	-	-
OVERTIME	1,447	536	9,155	6,000	6,000	-	6,237	6,237	6,237	237	6,237
SICK/VACATION PAYOUT	-	-	-	-	-	-	-	-	-	-	-
TERMINATION PAYOUT	835	-	26,121	-	-	-	-	-	-	-	-
HOLIDAY HOURS PAYOUT	-	-	-	-	-	-	-	-	-	-	-
SICK / VACATION ADJ	3,063	9,910	(7,817)	-	-	-	-	-	-	-	-
DENTAL INSURANCE	-	-	-	3,168	4,792	1,624	4,986	4,986	4,986	1,818	4,986
MEDICAL INSURANCE	137,549	147,575	133,967	142,947	133,074	(9,873)	138,178	138,178	138,178	(4,769)	138,178
FICA	46,777	47,356	54,126	63,936	63,490	(446)	64,050	64,050	64,050	114	64,050
LIFE/DISABILITY	2,474	2,367	3,031	3,584	3,467	(117)	3,457	3,457	3,457	(127)	3,457
RETIREMENT	33,544	34,359	37,042	49,332	40,370	(8,962)	39,568	39,568	39,568	(9,764)	39,568
WORKERS COMPENSATION	350	350	450	530	530	-	530	530	530	-	530
CELL PHONE	-	-	-	-	-	-	-	-	-	-	-
LENGTH OF SERVICE AWARDS	250	50	50	100	100	-	200	200	200	100	200
BONUS	-	-	-	-	-	-	-	-	-	-	-
TOTAL PERSONNEL	863,184	889,412	952,509	1,110,921	1,107,427	(3,494)	1,101,066	1,101,066	1,101,066	(9,855)	1,101,066

**BUILDING
ENTERPRISE**

	2023 %	2024 %	2025 %	FIVE YEAR AVERAGE	2023 BUDGET ABOVE(BELOW) AVERAGE	PERCENT OF AVERAGE	CHANGE FROM ORIGINAL	2023 BUDGET VARIANCE FROM 2021 ACTUAL	
								\$	%
REVENUE									
FEES									
FEES - DEPARTMENTAL	5%	0%	0%	1,463,703	536,297	37%	-	120,113	6%
FEES - PAYPAL PERMITS	0%	0%	0%	312,332	(312,332)	-100%	-	(711,857)	(100%)
FEES-CODE BOOK SALES	0%	0%	0%	1,110	(110)	-10%	-	719	256%
FEES- MISC	0%	0%	0%	553	(553)	-100%	-	(135)	(100%)
FEES-CONTRACTOR CERT PROGRAM	0%	0%	0%	1,283	(1,283)	-100%	-	(463)	(100%)
OTHER	0%	0%	0%	19,036	(19,036)	-100%	-	-	0%
TOTAL FEES	5%	0%	0%	1,798,016	202,984	11%	-	(591,160)	(23%)
TRANSFERS									
GENERAL FUND	0%	0%	0%	-	-	0%	-	-	0%
IS POOL	0%	0%	0%	-	-	0%	-	-	0%
TOTAL TRANSFERS	0%	0%	0%	-	-	0%	-	-	0%
TOTAL REVENUE	5%	0%	0%	2,013,021	(12,021)	-1%	-	(591,623)	(23%)
EXPENSES									
PERSONNEL									
ADMINISTRATIVE SALARIES	(2%)	0%	0%	108,540	31,001	29%	-	13,547	11%
STAFF SALARIES	1%	0%	0%	504,306	200,013	40%	-	138,358	24%
EMERGENCY SUPP SICK LEAVE	0%	0%	0%	886	(886)	-100%	-	(4,428)	(100%)
PART TIME SALARIES	0%	0%	0%	-	-	0%	-	-	0%
OVERTIME	4%	0%	0%	3,722	2,515	68%	-	(2,918)	(32%)
SICK/VACATION PAYOUT	0%	0%	0%	369	(369)	-100%	-	-	0%
TERMINATION PAYOUT	0%	0%	0%	6,957	(6,957)	-100%	-	(26,121)	(100%)
HOLIDAY HOURS PAYOUT	0%	0%	0%	13	(13)	-100%	-	-	0%
SICK / VACATION ADJ	0%	0%	0%	(204)	204	-100%	-	7,817	(100%)
DENTAL INSURANCE	57%	0%	0%	-	4,986	0%	-	4,986	0%
MEDICAL INSURANCE	(3%)	0%	0%	133,673	4,505	3%	-	4,211	3%
FICA	0%	0%	0%	45,748	18,302	40%	-	9,924	18%
LIFE/DISABILITY	(4%)	0%	0%	2,527	930	37%	-	426	14%
RETIREMENT	(20%)	0%	0%	28,991	10,577	36%	-	2,526	7%
WORKERS COMPENSATION	0%	0%	0%	396	134	34%	-	80	18%
CELL PHONE	0%	0%	0%	-	-	0%	-	-	0%
LENGTH OF SERVICE AWARDS	100%	0%	0%	70	130	186%	-	150	300%
BONUS	0%	0%	0%	-	-	0%	-	-	0%
TOTAL PERSONNEL	(1%)	0%	0%	835,994	265,072	32%	-	148,557	16%

**BUILDING
ENTERPRISE**

	2019	2020	2021	2022	2022	DIFF.	2023	2024	2025	DIFF.	ORIGINAL
	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	22 PRO 22 BUD	BUDGET	BUDGET	BUDGET	22 BUD 23 BUD	AMOUNT REQUESTED
OPERATING											
ADVERTISING	541	18	2,095	150	2,200	2,050	2,200	2,200	2,200	2,050	2,200
CONTINUING EDUCATION	3,217	2,556	2,871	20,000	20,000	-	30,000	30,000	30,000	10,000	30,000
PAYPAL FEES	-	180	-	-	-	-	-	-	-	-	-
DUES	709	820	1,353	3,500	3,500	-	4,000	4,000	4,000	500	4,000
EMPLOYEE RELOCATION	-	-	-	-	-	-	-	-	-	-	-
MEETINGS-BUSINESS MEALS	-	-	644	-	3,000	3,000	2,500	2,500	2,500	2,500	2,500
CAPP INSURANCE	5,381	7,953	11,171	13,810	13,810	-	13,810	13,810	13,810	-	13,810
COUNTY OVERHEAD	-	321,540	342,390	-	-	-	-	-	-	-	-
BUILDING DEPRECIATION	21,131	-	-	21,816	21,816	-	18,129	18,129	18,129	(3,687)	18,129
EQUIPMENT DEPRECIATION	18,394	-	-	9,459	9,459	-	18,561	18,561	18,561	9,102	18,561
PERSONNEL	14,155	-	-	18,075	18,075	-	18,618	18,618	18,618	543	18,618
PURCHASING	728	-	-	219	219	-	137	137	137	(82)	137
ATTORNEY	10,722	-	-	3,170	3,170	-	6,706	6,706	6,706	3,536	6,706
INFORMATION SYSTEM	86,887	-	-	157,988	157,988	-	194,797	194,797	194,797	36,809	194,797
ACCOUNTING	33,714	-	-	36,610	36,610	-	42,706	42,706	42,706	6,096	42,706
TREASURER	1,685	-	-	6,959	6,959	-	8,148	8,148	8,148	1,189	8,148
BUILDING & PLANT	65,143	-	-	74,172	74,172	-	75,191	75,191	75,191	1,019	75,191
COMMISSIONERS	7,929	-	-	12,912	12,912	-	14,372	14,372	14,372	1,460	14,372
GIS	11,394	-	-	3,588	3,588	-	-	-	-	(3,588)	-
MOTORPOOL	4,793	-	-	3,569	3,569	-	4,272	4,272	4,272	703	4,272
COMMUN POOL	-	-	-	-	-	-	-	-	-	-	-
IS POOL	13,086	-	-	-	-	-	-	-	-	-	-
B&P POOL	1,282	-	-	-	-	-	-	-	-	-	-
INSURANCE POOL	4,077	-	-	3,855	3,855	-	3,349	3,349	3,349	(506)	3,349
COUNTY OVERHEAD	295,120	321,540	342,390	352,392	352,392	-	404,986	404,986	404,986	52,594	404,986
POSTAGE	296	42	40	400	400	-	400	400	400	-	400
PRINTING	1,096	424	517	400	400	-	400	400	400	-	400
PUBLICATIONS/SUBSCRIPTIONS	1,837	7,104	3,310	7,000	8,000	1,000	9,000	9,000	9,000	2,000	9,000
PROFESSIONAL SERVICES	22,290	8,103	7,672	80,000	80,000	-	165,000	165,000	165,000	85,000	165,000
SS CITY VIEW CIP UPGRADE FUND	-	-	-	12,000	12,000	-	15,000	15,000	15,000	3,000	15,000
SS CITY VIEW SOFTWARE IMPLEMENTATION	35,583	7,483	36,807	-	-	-	-	-	-	-	-
SS CITY VIEW ANNUAL MAINTENANCE	553	10,294	16,854	18,000	18,000	-	24,000	24,000	24,000	6,000	24,000
TRAINING-SOFTWARE	-	-	18,054	-	-	-	-	-	-	-	-
NON-CAP EQUIP	-	-	-	-	-	-	-	-	-	-	-
CELL DISCONTN	-	-	-	-	-	-	-	-	-	-	-
SUPPLIES	2,113	1,611	999	3,500	3,500	-	4,200	4,200	4,200	700	4,200
TELEPHONE	973	1,311	1,476	1,400	2,640	1,240	2,640	2,640	2,640	1,240	2,640
CELL PHONES	5,281	5,241	4,601	7,000	8,200	1,200	8,200	8,200	8,200	1,200	8,200
LODGING	3,697	2,952	3,681	15,000	15,000	-	15,000	15,000	15,000	-	15,000
REPAIRS & MAINTAINENCE	-	-	-	-	-	-	-	-	-	-	-
UNEMPLOYMENT	-	-	-	-	-	-	-	-	-	-	-
MEALS	1,355	807	809	6,000	6,000	-	6,000	6,000	6,000	-	6,000
GREEN - PILOT PROGRAM	-	-	-	-	-	-	-	-	-	-	-
MOTOR POOL	48,427	45,922	46,960	46,425	52,000	5,575	54,000	54,000	54,000	7,575	54,000
SITE INSPECTION	-	-	-	-	-	-	-	-	-	-	-
INSPECTION LABOR	-	-	-	-	-	-	-	-	-	-	-
TRANSPORTATION	339	193	2,273	3,000	3,000	-	3,000	3,000	3,000	-	3,000
RENT-COMP.	-	-	-	-	-	-	-	-	-	-	-
INSIGNIAS - MH	-	-	-	-	-	-	-	-	-	-	-
CONTROLLABLES	-	-	-	-	-	-	-	-	-	-	-
TOTAL OPERATING	428,808	424,553	504,577	589,977	604,042	14,065	764,336	764,336	764,336	174,359	764,336
TOTAL EXPENDITURES	1,291,992	1,313,964	1,457,086	1,700,898	1,711,469	10,571	1,865,402	1,865,402	1,865,402	164,504	1,865,402
OPERATING											
REVENES OVER (UNDER) EXPENSES	398,308	442,176	1,135,537	200,102	639,181	439,079	135,598	135,598	135,598	(64,504)	135,598
TRANSFERS											
IS POOL	1,774	129,055	39,454	500,000	200,000	(300,000)	200,000	-	-	(300,000)	200,000
MOTOR POOL	2,740	-	-	31,100	31,100	-	31,100	-	-	-	31,100
TOTAL TRANSFERS	4,514	129,055	39,454	531,100	231,100	(300,000)	231,100	-	-	(300,000)	231,100
TOTAL EXPENSES	1,296,506	1,443,019	1,496,540	2,231,998	1,942,569	(289,429)	2,096,502	1,865,402	1,865,402	(135,496)	2,096,502
REVENUE OVER (UNDER) EXPENSES	393,794	313,121	1,096,083	(330,998)	408,081	739,079	(95,502)	135,598	135,598	235,496	(95,502)
RESERVES BEGINNING	2,847,847	3,241,641	3,554,763	4,650,845	4,650,845		5,058,926	4,963,424	5,099,022		
RESERVES ENDING	3,241,641	3,554,763	4,650,845	4,319,847	5,058,926		4,963,424	5,099,022	5,234,620		
EXPENDITURES							-6.07%	-11.02%	0.00%		

REGIONAL BUILDING DEPARTMENT
TODD CARR
970-870-5330

2022 PROJECTED PAYROLL

EMPLOYEE NO.	FTE QTY	EMPLOYEE	JOB CLASS	POSITION NO.	POSITION	ANNL HRS		O/T	ON CALL	OTHER PAY	LENGTH SERVICE	TERM PAYOUT	MEDICAL	DENTAL	FICA	MEDICARE	RETIRE	OTHER WORKERS		TOTAL
						SCHEDULED	SALARY											BENEFITS	COMP	
10209	1.00	<u>ADMINISTRATIVE</u> CARR, TODD M	5565	20171861	CHIEF BUILDING OFFICIAL	2,080	142,823	-	-	-	50	-	11,105	363	8,796	2,057	8,569	489	-	174,252
		<u>STAFF</u>																		
10210	1.00	ALLEN, TED W	5082	2017276	BUILDING & PLANS CHECK SUPERVISOR	2,080	114,837	-	-	-	-	-	27,786	693	6,992	1,635	6,890	433	-	159,266
10690	1.00	COOK, TOM	5090	2017190	SR ELECTRICAL PLANS EXAMINER & INSPECTOR	2,080	87,015	-	-	-	-	-	-	-	5,395	1,262	-	353	-	94,025
10718	1.00	YEISER, JEFF	5085	2017188	BUILDING & PLANS COMBINATION INSPECTOR	2,080	74,709	-	-	-	-	-	27,786	1,074	4,041	945	-	309	-	108,864
10217	1.00	NORTON, RONALD W	5085	2017193	BUILDING & PLANS COMBINATION INSPECTOR	2,080	81,534	-	-	-	50	-	13,011	537	4,932	1,153	4,892	333	-	106,442
10596	1.00	EBBERT, SILAS D	5085	2020008	BUILDING & PLANS COMBINATION INSPECTOR	2,080	74,410	-	-	-	-	-	-	-	4,303	1,007	4,465	308	-	84,493
10750	0.50	PIEKNIK, DAVID F	5086	2022003	CODE COMPLIANCE OFFICER	1,040	21,052	-	-	-	-	-	9,758	403	1,154	270	-	114	-	32,751
10213	1.00	MICHAEL-FERRIER, MALEA A	5084	2017189	BUILDING SENIOR PERMIT TECHNICIAN	2,080	80,334	-	-	-	-	-	11,458	363	4,875	1,140	4,820	329	-	103,319
10555	1.00	SPENGLER, HEIDI E	5084	20210029	BUILDING SENIOR PERMIT TECHNICIAN	2,080	66,216	-	-	-	-	-	11,458	363	3,991	933	3,973	280	-	87,214
10059	1.00	GREEN, TAMBRA K	5083	2017380	BUILDING PERMIT TECHNICIAN	2,080	68,513	-	-	-	-	-	11,458	693	3,921	917	4,111	288	-	89,901
10746	1.00	NEIBERGER, NICHOLAS P	5083	2019044	BUILDING PERMIT TECHNICIAN	2,080	44,161	-	-	-	-	-	9,254	303	2,684	628	2,650	231	-	59,911
	9.50	TOTAL STAFF				19,760	712,781	-	-	-	50	-	121,969	4,429	42,288	9,890	31,801	2,978	-	926,186
		<u>DEPARTMENTAL PAYROLL COSTS</u>																		
198	0.06	STAFF OVERTIME		2022948		125	-	6,000	-	-	-	-	-	-	372	87	-	-	530	6,989
	0.06	TOTAL OVERTIME				125	-	6,000	-	-	-	-	-	-	372	87	-	-	530	6,989
	10.56	TOTAL PERSONNEL				21,965	855,604	6,000	-	-	100	-	133,074	4,792	51,456	12,034	40,370	3,467	530	1,107,427
		FULL TIME EQUIVALENTS (FTE'S)											10.56							
		TOTAL EMPLOYEES FOR WORKERS COMP											10.35							

2023
REGIONAL BUILDING DEPARTMENT - COMMUNITY RESOURCES
TODD CARR
970-870-5330

Fund	30 - REGIONAL BUILDING DEPARTMENT			ORIGINAL BUDGET	ORIGINAL BUDGET	FINAL BUDGET	FINAL BUDGET	BUDGET CHANGE
	Original Budget	Actual	Revised Budget	\$ VARIANCE FAVORABLE (UNFAVORABLE)	% VARIANCE FAVORABLE (UNFAVORABLE)	\$ VARIANCE FAVORABLE (UNFAVORABLE)	% VARIANCE FAVORABLE (UNFAVORABLE)	\$ VARIANCE INCREASE (DECREASE)
2017								
Expense	\$963,110.00	\$1,001,758.93	\$1,002,310.00					
BLDG6 - BUILDING DEPT PERSONNEL	\$641,940.00	\$647,271.03	\$647,440.00	(5,331.03)	-1%	168.97	0%	5,500.00
BLDG7 - BUILDING DEPT OPERATIONS	\$321,170.00	\$348,787.90	\$349,170.00	(27,617.90)	-9%	382.10	0%	28,000.00
BLDG9 - BUILDING DEPT TRANSFERS	\$0.00	\$5,700.00	\$5,700.00					
Revenue	(\$1,413,500.00)	(\$1,695,288.61)	(\$1,433,700.00)	281,788.61	20%	261,588.61	18%	20,200.00
UNKNOWN	(\$1,413,500.00)	(\$1,695,288.61)	(\$1,433,700.00)	248,839.68	18%	261,588.61	18%	20,200.00
2017 Total	(\$450,390.00)	(\$693,529.68)	(\$431,390.00)					
2018								
Expense	\$1,733,675.00	\$1,215,111.52	\$1,737,675.00	518,563.48	30%	522,563.48	30%	4,000.00
BLDG6 - BUILDING DEPT PERSONNEL	\$822,550.00	\$827,592.80	\$828,050.00	(5,042.80)	-1%	457.20	0%	5,500.00
BLDG7 - BUILDING DEPT OPERATIONS	\$411,125.00	\$387,518.72	\$409,625.00	\$409,625.00				
BLDG9 - BUILDING DEPT TRANSFERS	\$500,000.00	\$0.00	\$500,000.00	500,000.00	-100%	500,000.00	-100%	0.00
Revenue	(\$1,413,500.00)	(\$1,326,565.01)	(\$1,413,500.00)	1,013,520.68	72%	(86,934.99)	-6%	0.00
UNKNOWN	(\$1,413,500.00)	(\$1,326,565.01)	(\$1,413,500.00)					
2018 Total	\$320,175.00	(\$111,453.49)	\$324,175.00					
2019								
Expense	\$1,909,160.00	\$1,296,506.10	\$1,944,760.00	612,653.90	32%	648,253.90	33%	35,600.00
BLDG6 - BUILDING DEPT PERSONNEL	\$915,760.00	\$863,184.20	\$915,760.00					
BLDG7 - BUILDING DEPT OPERATIONS	\$393,400.00	\$428,807.42	\$429,000.00	\$429,000.00				
BLDG9 - BUILDING DEPT TRANSFERS	\$600,000.00	\$4,514.48	\$600,000.00	595,485.52	-99%	595,485.52	-99%	0.00
Revenue	(\$1,413,500.00)	(\$1,630,747.75)	(\$1,413,500.00)	1,208,139.42	85%	217,247.75	15%	0.00
UNKNOWN	(\$1,413,500.00)	(\$1,630,747.75)	(\$1,413,500.00)					
2019 Total	\$495,660.00	(\$334,241.65)	\$531,260.00					
2020								
Expense	\$1,706,065.00	\$1,443,019.05	\$1,591,225.00	263,045.95	15%	148,205.95	9%	(114,840.00)
BLDG6 - BUILDING DEPT PERSONNEL	\$954,940.00	\$889,411.85	\$919,940.00					
BLDG7 - BUILDING DEPT OPERATIONS	\$564,840.00	\$424,552.70	\$485,000.00	\$485,000.00				
BLDG9 - BUILDING DEPT TRANSFERS	\$186,285.00	\$129,054.50	\$186,285.00	57,230.50	-31%	57,230.50	-31%	0.00
Revenue	(\$1,502,000.00)	(\$1,562,090.39)	(\$928,640.00)	320,276.45	21%	633,450.39	68%	(573,360.00)
UNKNOWN	(\$1,502,000.00)	(\$1,562,090.39)	(\$928,640.00)					
2020 Total	\$204,065.00	(\$119,071.34)	\$662,585.00					
2021								
Expense	\$1,553,165.00	\$1,496,540.05	\$1,620,665.00	56,624.95	4%	124,124.95	8%	67,500.00
BLDG6 - BUILDING DEPT PERSONNEL	\$928,500.00	\$952,509.49	\$964,500.00					
BLDG7 - BUILDING DEPT OPERATIONS	\$527,980.00	\$504,576.56	\$559,480.00	23,403.44	4%	54,903.44	10%	31,500.00
BLDG9 - BUILDING DEPT TRANSFERS	\$96,685.00	\$39,454.00	\$96,685.00					
BLDG8 - BUILDING DEPT CAPITAL	\$0.00	\$0.00	\$0.00	0.00		0.00		0.00
Revenue	(\$1,109,000.00)	(\$2,375,641.57)	(\$1,176,500.00)	80,028.39	7%	1,199,141.57	102%	67,500.00

2023
 REGIONAL BUILDING DEPARTMENT - COMMUNITY RESOURCES
 TODD CARR
 970-870-5330

Fund	30 - REGIONAL BUILDING DEPARTMENT			ORIGINAL BUDGET	ORIGINAL BUDGET	FINAL BUDGET	FINAL BUDGET	BUDGET CHANGE
	Original Budget	Actual	Revised Budget	\$ VARIANCE FAVORABLE (UNFAVORABLE)	% VARIANCE FAVORABLE (UNFAVORABLE)	\$ VARIANCE FAVORABLE (UNFAVORABLE)	% VARIANCE FAVORABLE (UNFAVORABLE)	\$ VARIANCE INCREASE (DECREASE)
UNKNOWN	(\$1,109,000.00)	(\$2,375,641.57)	(\$1,176,500.00)					
2021 Total	\$444,165.00	(\$879,101.52)	\$444,165.00					
Grand Total	\$1,013,675.00	(\$2,137,397.68)	\$1,530,795.00					
BLDG6 - BUILDING DEPT PERSONNEL	852,738.00	835,993.87	855,138.00	16,744.13	2%	19,144.13	2%	2,400.00
BLDG7 - BUILDING DEPT OPERATIONS	443,703.00	418,848.66	446,455.00	24,854.34	6%	27,606.34	6%	2,752.00
BLDG9 - BUILDING DEPT TRANSFERS								
REVENUE	(1,370,300.00)	(1,718,066.67)	(1,273,168.00)	347,766.67	25%	444,898.67	35%	(97,132.00)
AVAERAGE TOTALS	\$939,816.00	(\$2,600,621.81)	\$1,559,220.00	389,365.13	-41%	4,159,841.81	-267%	(619,404.00)

The goal is to have less than a + or - 2% variance for revenues, personnel, operations, and capital. Describe the 5 year variance with a short description.

REVENUES: Revenues increased by 35% due to inflation of supplies, labor and materials in CY2021 across both residential and commercial construction. We also seen a couple more large commercial projects take off that were not anticipated.

PERSONNEL: No explanation needed.

OPERATIONS: Operations was slightly over the acceptable variance, this amount is spread out over several different accounts but no major concerns or issues.

CONCLUSION: Overall outside of revenue projections the Budget was solid, Revenue is always challenging to project, as one or two large commercial projects can sway our Revenue quickly, also inflation and demand of construction increasing contributed to the additional unforecasted revenue.

2023
 REGIONAL BUILDING DEPARTMENT - COMMUNITY RESOURCES
 TODD CARR
 970-870-5330

DEPARTMENT	GOVERNMENT / BUSINESS	LINE ITEM	ACCOUNT TYPE	2022 BUDGET	2023 BUDGET	INCREASE / DECREASE AMOUNT	% OF CHANGE	ONGOING REVENUE OR EXPENSE	EXPLANATION OF CHANGE
BUILDING	B	FEES - DEPARTMENTAL	REVENUE	1,900,000	2,000,000	100,000	5.26%		Revenue increase is based upon current economic conditions in CY22 as of July, and also based upon community development applications we are currently reviewing.
BUILDING	B	FEES - PAYPAL PERMITS	REVENUE	-	-	-	0.00%		
BUILDING	B	FEES-CODE BOOK SALES	REVENUE	1,000	1,000	-	0.00%		
BUILDING	B	FEES- MISC	REVENUE	-	-	-	0.00%		
BUILDING	B	FEES-CONTRACTOR CERT PROGRAM	REVENUE	-	-	-	0.00%		
BUILDING	B	OTHER	REVENUE	-	-	-	0.00%		
BUILDING	B	GENERAL FUND	TRANSFERS	-	-	-	0.00%		
BUILDING	B	IS POOL	TRANSFERS	-	-	-	0.00%		
BUILDING	B	TOTAL REVENUE		1,901,000	2,001,000	100,000	5.26%		
BUILDING	B	ADMINISTRATIVE SALARIES	PERSONNEL	142,424	139,541	(2,883)	-2.02%		
BUILDING	B	STAFF SALARIES	PERSONNEL	698,900	704,319	5,419	0.78%		
BUILDING	B	EMERGENCY SUPP SICK LEAVE	PERSONNEL	-	-	-	0.00%		
BUILDING	B	PART TIME SALARIES	PERSONNEL	-	-	-	0.00%		
BUILDING	B	OVERTIME	PERSONNEL	6,000	6,237	237	3.95%		
BUILDING	B	SICK/VACATION PAYOUT	PERSONNEL	-	-	-	0.00%		
BUILDING	B	TERMINATION PAYOUT	PERSONNEL	-	-	-	0.00%		
BUILDING	B	HOLIDAY HOURS PAYOUT	PERSONNEL	-	-	-	0.00%		
BUILDING	B	SICK / VACATION ADJ	PERSONNEL	-	-	-	0.00%		
BUILDING	B	DENTAL INSURANCE	PERSONNEL	3,168	4,986	1,818	57.39%		
BUILDING	B	MEDICAL INSURANCE	PERSONNEL	142,947	138,178	(4,769)	-3.34%		
BUILDING	B	FICA	PERSONNEL	63,936	64,050	114	0.18%		
BUILDING	B	LIFE/DISABILITY	PERSONNEL	3,584	3,457	(127)	-3.54%		
BUILDING	B	RETIREMENT	PERSONNEL	49,332	39,568	(9,764)	-19.79%		
BUILDING	B	WORKERS COMPENSATION	PERSONNEL	530	530	-	0.00%		
BUILDING	B	CELL PHONE	PERSONNEL	-	-	-	0.00%		
BUILDING	B	LENGTH OF SERVICE AWARDS	PERSONNEL	100	200	100	100.00%		
BUILDING	B	BONUS	PERSONNEL	-	-	-	0.00%		
BUILDING	B	TOTAL PERSONNEL		1,110,921	1,101,066	(9,855)	-0.89%		
BUILDING	B	ADVERTISING	OPERATIONS	150	2,200	2,050	1366.67%		<ul style="list-style-type: none"> • Advertising \$2000: In CY22 this covered several job postings with the Steamboat Pilot, ICC, and other services related to posting employment opportunities. The cost of advertising has gone on up significantly, specifically cost to place an add in the local newspaper. I'm increasing Advertising significantly due to expenses being over \$2000 total in CY22, this will be in place if needed if we lose staff and have to re-post the position. • Continuing Education \$30,000: I have increased continuing education by \$10,000 for a total of \$30,000 in CY23 due to increasing cost of trainings with inflation, and also due to increasing staff members within our Department • Dues \$4000: Increased by \$500 to \$4000 total due to increased staff members who will be earning certifications that require annual membership fees to be paid annually.
BUILDING	B	CONTINUING EDUCATION	OPERATIONS	20,000	30,000	10,000	50.00%		
BUILDING	B	PAYPAL FEES	OPERATIONS	-	-	-	0.00%		
BUILDING	B	DUES	OPERATIONS	3,500	4,000	500	14.29%		
BUILDING	B	EMPLOYEE RELOCATION	OPERATIONS	-	-	-	0.00%		<ul style="list-style-type: none"> • Meetings-business Meals \$2500: Increased to \$2500 annually, this covers a total of four Building Oversight Committee meetings with lunch provided at the meetings. This is also used to cover meetings for the Department that take place over the lunch hour, and an annual Holiday office party meal as well. This formally was placed under the account called "Meals" which is now only used for travel related meals.
BUILDING	B	MEETINGS-BUSINESS MEALS	OPERATIONS	-	2,500	2,500	0.00%		
BUILDING	B	CAPP INSURANCE	OPERATIONS	13,810	13,810	-	0.00%		
BUILDING	B	COUNTY OVERHEAD	OPERATIONS	-	-	-	0.00%		
BUILDING	B	BUILDING DEPRECIATION	OPERATIONS	21,816	18,129	(3,687)	-16.90%		
BUILDING	B	EQUIPMENT DEPRECIATION	OPERATIONS	9,459	18,561	9,102	96.23%		
BUILDING	B	PERSONNEL	OPERATIONS	18,075	18,618	543	3.00%		
BUILDING	B	PURCHASING	OPERATIONS	219	137	(82)	-37.44%		
BUILDING	B	ATTORNEY	OPERATIONS	3,170	6,706	3,536	111.55%		
BUILDING	B	INFORMATION SYSTEM	OPERATIONS	157,988	194,797	36,809	23.30%		
BUILDING	B	ACCOUNTING	OPERATIONS	36,610	42,706	6,096	16.65%		
BUILDING	B	TREASURER	OPERATIONS	6,959	8,148	1,189	17.09%		
BUILDING	B	BUILDING & PLANT	OPERATIONS	74,172	75,191	1,019	1.37%		
BUILDING	B	COMMISSIONERS	OPERATIONS	12,912	14,372	1,460	11.31%		
BUILDING	B	GIS	OPERATIONS	3,588	-	(3,588)	-100.00%		
BUILDING	B	MOTORPOOL	OPERATIONS	3,569	4,272	703	19.70%		
BUILDING	B	COMMUN POOL	OPERATIONS	-	-	-	0.00%		
BUILDING	B	IS POOL	OPERATIONS	-	-	-	0.00%		
BUILDING	B	B&P POOL	OPERATIONS	-	-	-	0.00%		
BUILDING	B	INSURANCE POOL	OPERATIONS	3,855	3,349	(506)	-13.13%		
BUILDING	B	COUNTY OVERHEAD	OPERATIONS	352,392	404,986	52,594	14.92%		
BUILDING	B	POSTAGE	OPERATIONS	400	400	-	0.00%		
BUILDING	B	PRINTING	OPERATIONS	400	400	-	0.00%		

2023
 REGIONAL BUILDING DEPARTMENT - COMMUNITY RESOURCES
 TODD CARR
 970-870-5330

DEPARTMENT	GOVERNMENT / BUSINESS	LINE ITEM	ACCOUNT TYPE	2022 BUDGET	2023 BUDGET	INCREASE / DECREASE AMOUNT	% OF CHANGE	ONGOING REVENUE OR EXPENSE	EXPLANATION OF CHANGE
BUILDING	B	PUBLICATIONS/SUBSCRIPTIONS	OPERATIONS	7,000	9,000	2,000	28.57%		<ul style="list-style-type: none"> Publications and Subscriptions \$9000: This covers staff subscriptions to ICC digital code online access, it also covers subscriptions to Paymentus and Zoom accounts annually. In CY23 we are going to purchase all staff in this Department premium access and move away from purchasing text books for staff. City of Steamboat Spring Code Compliance Officer \$70,000 Re-Occurring Annual Expense: This covers 50% of all personnel and operating costs including software subscriptions for this position. Wildfire Mitigation Committee \$15,000 One-Time Expense in CY23: The Building Department will provide education and outreach to the general public, design professionals and contractors in the IWUICC Code we plan on adopting. Additionally we will provide funding support for marketing and outreach materials online and brochures to educate our existing property owners on voluntary mitigation efforts they could make based upon the CWPP and risk factors that will be applied based on geographic location of properties. The Building Department also participates and presents at our annual Wildfire Mitigation Conference, and will provide funding support for the Conference in CY2023. ShumCoda \$25,000 One Time Expense in CY23: ShumCoda provide our contractors and professionals education and training on Code Adoption years, they will be providing two rounds of 1-week training courses in CY2023 on the adoption and significant changes from the 2018 to 2021 Code edition. ShumCoda will also provide technical and professional assistance to Routt County Building Department as we compose our resolutions and ordinances per jurisdiction to be adopted as well. ShumCoda or SafeBuilt \$10,000 Re-Occurring Annual Expense: Plan review on-call services contract, hired only if needed based on workload requiring us to contract for services if we are not meeting our published time-frames plus 5-workng days. We did not need these services in CY22 but we budget each year for these services so funding is available if needed. CAPP Climate Action Plan Committee \$20,000: The Building Department will be focusing on the Energy Sector with the CAPP Team which is "Energy". Through the adoption of our new ICC 2021 Energy Codes and proposed additional Green Building Code items, we will be contributing funding to CAPP to handle consultant fees for support in customizing the additional Green Building Code regulations, and outreach and education back to the community and professionals as well. In addition we are supporting the areas of Solar Power and EV Car Chargers, as well as smart design concepts to encourage and promote reductions in carbon emissions and use of fossil fuels to heat, cool, and condition our buildings and infrastructure. CityView Special Configuration Work \$15,000: CORA Requests to be added to the CityView software which will allow the Public to submit CORA requests electronically into our software. The request will then be processed through the CityView software which will allow us the ability to set completion dates, track our hours, and access and collect fees through the software when applicable. Electrical Contractors Performing Electrical Inspections and Review \$10,000 Re-Occurring Annual Expense: We hire Electrical Contractors to perform inspections and reviews when our Electrical Inspector is on vacation or sick, we budget for 3-weeks of coverage annual plus vehicle mileage to compensate our Electrical Contractors.
BUILDING	B	PROFESSIONAL SERVICES	OPERATIONS	80,000	165,000	85,000	106.25%		
BUILDING	B	SS CITY VIEW CIP UPGRADE FUND	OPERATIONS	12,000	15,000	3,000	25.00%		Inflationary cost of IT support and equipment
BUILDING	B	SS CITY VIEW SOFTWARE IMPLEMENTATION	OPERATIONS	-	-	-	0.00%		
BUILDING	B	SS CITY VIEW ANNUAL MAINTENANCE	OPERATIONS	18,000	24,000	6,000	33.33%		Annual Maintance cost has increased, and we have added staff and now share code enforcement with the City as well.
BUILDING	B	TRAINING-SOFTWARE	OPERATIONS	-	-	-	0.00%		
BUILDING	B	NON-CAP EQUIP	OPERATIONS	-	-	-	0.00%		
BUILDING	B	CELL DISCONTN	OPERATIONS	-	-	-	0.00%		
BUILDING	B	SUPPLIES	OPERATIONS	3,500	4,200	700	20.00%		Increased staff, and we have a clothing order to purchase for new staff and existing staff.
BUILDING	B	TELEPHONE	OPERATIONS	1,400	2,640	1,240	88.57%		This is office phone expense, handed to us from IT so I assume increased staff plus inflation. Increased staff who get reimbursed for cell phones, plus we pay for cellular connection on our laptops which has increased and IT provides us this cost.
BUILDING	B	CELL PHONES	OPERATIONS	7,000	8,200	1,200	17.14%		
BUILDING	B	LODGING	OPERATIONS	15,000	15,000	-	0.00%		
BUILDING	B	REPAIRS & MAINTAINENCE	OPERATIONS	-	-	-	0.00%		
BUILDING	B	UNEMPLOYMENT	OPERATIONS	-	-	-	0.00%		
BUILDING	B	MEALS	OPERATIONS	6,000	6,000	-	0.00%		

2023
 REGIONAL BUILDING DEPARTMENT - COMMUNITY RESOURCES
 TODD CARR
 970-870-5330

DEPARTMENT	GOVERNMENT / BUSINESS	LINE ITEM	ACCOUNT TYPE	2022 BUDGET	2023 BUDGET	INCREASE / DECREASE AMOUNT	% OF CHANGE	ONGOING REVENUE OR EXPENSE	EXPLANATION OF CHANGE
BUILDING	B	GREEN - PILOT PROGRAM	OPERATIONS	-	-	-	0.00%		
BUILDING	B	MOTOR POOL	OPERATIONS	46,425	54,000	7,575	16.32%		We are anticipating similar milage to CY22 currently based in July reports, so we have added milage.
BUILDING	B	SITE INSPECTION	OPERATIONS	-	-	-	0.00%		
BUILDING	B	INSPECTION LABOR	OPERATIONS	-	-	-	0.00%		
BUILDING	B	TRANSPORTATION	OPERATIONS	3,000	3,000	-	0.00%		
BUILDING	B	RENT-COMP.	OPERATIONS	-	-	-	0.00%		
BUILDING	B	INSIGNIAS - MH	OPERATIONS	-	-	-	0.00%		
BUILDING	B	CONTROLLABLES	OPERATIONS	-	-	-	0.00%		
BUILDING	B	TOTAL OPERATING		589,977	764,336	174,359	29.55%		
							0.00%		
BUILDING	B	TRANSFER - IS POOL	TRANSFERS	500,000	200,000	(300,000)	-60.00%		Decrease is due to project sliding between 2022 and 2023. Expected to start in late 2022 and be completed in 2023.
BUILDING	B	MOTOR POOL	TRANSFERS	31,100	31,100	-	0.00%		
BUILDING	B	TOTAL TRANSFERS		531,100	231,100	(300,000)	-56.49%		
BUILDING	B	TOTAL EXPENSES		2,231,998	2,096,502	(135,496)	-6.07%		
BUILDING	B	REVENUE OVER (UNDER) EXPENDITURES		(330,998)	(95,502)	235,496	-71.15%		

2023 CONTROLLABLE ASSET ADDITIONS REQUESTS FORM

Department Manager		Board			Controllable Asset Manager		Department Manager				Department Manager	
Project Name	Additions Only	Project Description	BCC Approved, Completed, Denied, Info Needed, Pushed (A, C, D, I, P)	BCC Comments	Capital Asset Mgr. Recommendation Yes, No, Push, Information Needed (Y, N, P, I)	Controllable Asset Manager Comments	Governmental/Business Activity	Pool/Fund	Department	Project Year	Justification	Persons/Entities to Benefit
GOVERNMENTAL ACTIVITIES												
2023 Additions												
Total Governmental Activities												
BUSINESS-TYPE ACTIVITIES (YVRA, Building, P-Burg, Milner)												
2023 Additions												
E-Bike for Building Department		The Building Department is proposing to purchase an E-Bike					B	RB	BLDG	23	The E-Bike will reduce mileage and gas on motorpool vehicles, therefore stretching the lifespan out our vehicles, and reducing	The Building Department staff has expanded in CY2022, by adding a PTE
Total Business Activities												

Totals----->

Totals----->

2023 CONTROLLABLE ASSET ADDITIONS REQUESTS FORM

Department	Department Manager		Department Manager						
	Project Name	Alternatives	Consequences of Postponement/Denial	Revenue or Outside Funding	Description of Source of Revenue or Outside Funding	Total Cost	Net Project Cost	Related Operating Costs (Yearly \$)	Description of Operating Costs
GOVERNMENTAL									
2023 Addition									
			\$ -		\$ -	\$ -	\$ -	\$ -	
			\$ -		\$ -	\$ -	\$ -	\$ -	
			\$ -		\$ -	\$ -	\$ -	\$ -	
			\$ -		\$ -	\$ -	\$ -	\$ -	
Total Governmental Activities			\$ -		\$ -	\$ -	\$ -	\$ -	
BUSINESS-TYPE									
2023 Addition									
Public Works Department	The alternative would be to purchase another standard vehicle and add to our Motor Pool	No consequences to postponement or denial, as we would purchase a new	\$ 4,600	Permit Fees	\$ 4,600	\$ 4,600	\$ 500	annual	
			\$ -		\$ -	\$ -	\$ -	\$ -	
			\$ -		\$ -	\$ -	\$ -	\$ -	
			\$ -		\$ -	\$ -	\$ -	\$ -	
			\$ -		\$ -	\$ -	\$ -	\$ -	
Total Business Activities			\$ 4,600		\$ 4,600	\$ 4,600	\$ 500		
Totals----->			\$ 4,600		\$ 4,600	\$ 4,600	\$ 500		

2023 PERSONNEL REQUEST FORM - PERSONNEL FTE ADDITIONS, OVERTIME CHANGES, ON-CALL CHANGES

Department Manager		Board		Human Resource Manager		Department Manager					Department Manager
FTE Position Name	FTE Description	BCC Approved, Completed, Denied, Info Needed, Pushed (A, C, D, I, P)	Board Comments	Human Resources - Recommendation Yes, No, Push, Information Needed. Y, N, P, I	HR Mgr. Comments	Governmental or Business	Department	Department Manager Priority	Year of Initial Request	Year to Include in Budget	Justification
Governmental Activities											
Dave Pieknik	Code Compliant Officer					G	PLNG	1	2022		Position was approved for CY22 budget, and employee is current working for Routt County at this time. This request is being made to change the percentage of that Building and Planning contribute towards personnel expenses. We requested a change to split the personal expenses in CY2022 to be 50% Building, and 50% Planning, originally this was 65% Planning, and 35% Building. Please also update our CY22 Budgets right now, so it's a 50/50 split in CY22 and we are requesting this for CY23 as well.
TOTAL GOVERNMENTAL ACTIVITIES											
Business Activities (YVRA, Building, P-Burg, Milner)											
Dave Pieknik	Code Compliant Officer					G	BLDG	1	2022		Position was approved for CY22 budget, and employee is current working for Routt County at this time. 1
TOTAL BUSINESS ACTIVITIES											
TOTAL GOV'TAL + BUSINESS											

D	Department Manager	Department Manager	Department Manager	Department Manager									
	FTE Position Name	Persons/ Entities to Benefit	Alternatives	Consequences of Postponement /Denial	FTE Quantity	Job Description Submitted to Personnel (Y or N)	FTE Physical Location	Total \$ Revenue or Outside Funding	Source of Revenue or Outside Funding	Cost including salary and benefits	Net Cost	Related Operating Costs (Yearly \$)	Description of Related Operating Costs
Governmental													
Dave Pieknik	PUBLIC	None	None	-0.15	Y	BLDG	\$ -	General	\$ (10,833)	\$ (10,833)	\$ 5,000	Vehicle	
							\$ -		\$ -	\$ -	\$ -		
							\$ -		\$ -	\$ -	\$ -		
							\$ -		\$ -	\$ -	\$ -		
TOTAL GOVERNMENTAL ACTIVITIES				(0.15)			\$ -		\$ (10,833)	\$ (10,833)	\$ 5,000		
Business Activ													
Dave Pieknik	PUBLIC	None	None	0.15	Y	BLDG	\$ -	Enterprise	\$ 10,837	\$ 10,837	\$ 5,000	Office/Phone/Computer/Training	
							\$ -		\$ -	\$ -	\$ -		
							\$ -		\$ -	\$ -	\$ -		
							\$ -		\$ -	\$ -	\$ -		
TOTAL BUSINESS ACTIVITIES				0.15			\$ -		\$ 10,837	\$ 10,837	\$ 5,000		
TOTAL GOV'TAL + BUSINESS				-			\$ -		\$ 4	\$ 4	\$ 10,000		