



# 2023 BUDGET PRESENTATION

Public Works:  
Facilities Management

# 2023 FACILITIES MANAGEMENT OPERATIONS BUDGET SUMMARY

2023  
GENERAL FUND  
FACILITIES MANAGEMENT - ADMINISTRATION  
JOE STEPAN  
970-870-5309

## SUMMARY INFORMATION

	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2022 PROJECTED	2023 BUDGET	INCR. (DECR.)	% CHANGE
Revenues								
State	400,000	-	6,000	600,000	57,508	45,000	(555,000)	-92.50%
Local	-	7,216	3,500	9,090	17,254	9,200	110	0.00%
Fees	97,873	69,163	79,080	42,810	28,149	49,406	6,596	15.41%
<b>Total</b>	<b>497,873</b>	<b>76,379</b>	<b>88,580</b>	<b>651,900</b>	<b>102,911</b>	<b>103,606</b>	<b>(548,294)</b>	<b>-84.11%</b>
Expenses								
Personnel	627,080	571,641	726,852	867,508	826,268	863,369	(4,139)	-0.48%
Operations	1,895,858	2,004,251	2,462,575	2,375,775	2,474,387	2,715,415	339,640	14.30%
<b>Total</b>	<b>2,522,938</b>	<b>2,575,892</b>	<b>3,189,427</b>	<b>3,243,283</b>	<b>3,300,655</b>	<b>3,578,784</b>	<b>335,501</b>	<b>10.34%</b>
Revenues (Under )								
Expenses	<u>(2,025,065)</u>	<u>(2,499,513)</u>	<u>(3,100,847)</u>	<u>(2,591,383)</u>	<u>(3,197,744)</u>	<u>(3,475,178)</u>	<u>(883,795)</u>	<u>34.11%</u>

## STAFFING

Full Time Equivalents	7.49	7.36	6.74	7.41	7.41	7.41	0.00	0.00%
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# 2023 FACILITIES MANAGEMENT OPERATIONS REVENUE CHANGES

## REVENUE:

- FM Revenues consist of grants, fees from the City's share of CLEF maintenance costs, and various other fees. In 2023 FM revenue will decrease \$548,294 to \$103,606 or -84%.
  - ❖ Grants
    - Decrease from budgeted \$600,000 DOLA grant for HHS construction not awarded in 2022
    - Increase of \$45,000 for Charge Ahead Colorado grant
  - ❖ Fees
    - Increases to YVEA capital credits, DHS rent, JC solar credits, and CLEF fees

# 2023 FACILITIES MANAGEMENT OPERATIONS PERSONNEL CHANGES

## PERSONNEL:

Personnel costs are anticipated to decrease \$4,139 to \$863,369 or 0.5% of the prior year budget primarily due to:

- Decrease from projected salary study adjustment to actual in both Admin and Staff salaries
- Increase to On Call pay rates
- Anticipated increase from requested reclassification of Maintenance Worker to Maintenance Specialist – see personnel request form

FTE count did not change from 7.41 FTE

*Note: Wage and benefit increases for the Personnel budget are pending BCC approval.*

# 2023 FACILITIES MANAGEMENT OPERATIONS CHANGES

## OPERATIONS:

Operations are anticipated to increase \$339,640 from \$2,375,775 to \$2,715,415 or 14.3% above the prior year budget.

- General cost increases reflected in several R&M line items including HVAC, Electrical, and Grounds and Equipment.
- Requesting addition of cleaning services at Justice Center for \$100,000
- Utilities – increasing for gas (20%), electrical (15%), and trash (5%) based on current year costs and expected increases
- HHS – budgeting for 7 months of occupancy. Including estimate for general R&M (including utilities), and cleaning services
- Minor equipment additions (furniture, tables, chairs, workstations) added \$12,300 for new tables in downtown conference rooms and for anticipated department reorganization with move into HHS
- Controllable replacement added for carpet at booking area in Detention Center

# 2023 FACILITIES MANAGEMENT OPERATIONS R&M PROJECTS

## FM REPAIR AND MAINTENANCE PROJECTS:

The following are new R&M projects requested in 2023:

- \$7,000 Radio Tech office ceiling – create hard lid ceiling in office to remedy climate control issues at CLEF
- \$3,500 Repaint Annex main doorways
- \$3,300 Inmate property room remodel
- \$12,500 Replace wayfinding signage at Annex and Courthouse
- \$10,000 Replace Justice Center CFL lighting with LED
- \$5,000 Refinish Justice Center wooden stairway
- \$5,000 Repair damaged ceiling at public entrance to DA's office at Justice Center
- \$20,000 Resurface / seal jail shower floors

Total Project cost: \$66,300



# 2023 BUDGET PRESENTATION

Public Works:  
Facilities Management Pool



# 2023 FACILITIES MANAGEMENT POOL BUDGET SUMMARY

2023  
FACILITIES MANAGEMENT POOL - INTERNAL SERVICE  
JOE STEPAN  
970-870-5309

SUMMARY INFORMATION

	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2022 PROJECTED	2023 BUDGET	INCR. (DECR.)	% CHANGE
<b>REVENUES</b>								
LOCAL	-	-	25,000	-	-	-	-	0.00%
INTERNAL SVC FEES	1,165,000	1,240,000	1,240,000	1,240,000	1,240,000	1,240,000	-	0.00%
INTEREST	73,284	61,393	(2,988)	1,440	1,530	1,450	10	0.69%
OTHER	92,792	(82,793)	72,655	-	1,145	-	-	0.00%
TRANSFERS	2,405,833	486,395	1,173,647	13,217,000	8,055,101	6,316,209	(6,900,791)	-52.21%
<b>TOTAL</b>	<b>3,736,909</b>	<b>1,704,995</b>	<b>2,508,314</b>	<b>14,458,440</b>	<b>9,297,776</b>	<b>7,557,659</b>	<b>(6,900,781)</b>	<b>-47.73%</b>
<b>EXPENSES</b>								
CAPITAL	3,971,975	678,078	2,504,066	13,361,500	8,218,027	6,325,459	362,700	-52.66%
DEBT SERVICE	1,233,900	1,233,508	1,230,160	1,233,420	1,233,420	1,235,520	2,100	0.17%
<b>TOTAL</b>	<b>5,205,875</b>	<b>1,911,586</b>	<b>3,734,226</b>	<b>14,594,920</b>	<b>9,451,447</b>	<b>7,560,979</b>	<b>364,800</b>	<b>-48.19%</b>
REVENUES OVER (UNDER) EXPENSES	(1,468,966)	(206,591)	(1,225,912)	(136,480)	(153,671)	(3,320)	133,160	-97.57%
RESERVES - BEG	4,506,549	3,037,583	2,830,992	1,605,080	1,605,080	1,451,409		
RESERVES - END	<u>3,037,583</u>	<u>2,830,992</u>	<u>1,605,080</u>	<u>1,468,600</u>	<u>1,451,409</u>	<u>1,448,089</u>		



# 2023 FACILITIES MANAGEMENT CAPITAL POOL REQUESTS

## CAPITAL POOL ADDITIONS:

- \$125,000 Historic Courthouse 2023 Centennial preservation projects: currently budgeted to replace existing CH entrance from alley. Anticipate further project guidance from Historic Preservation Plan
- \$175,000 Repairs to deteriorating masonry at Justice Center
- \$150,000 Facilities Efficiency upgrades. Projects to be identified during Building Energy Assessment to be completed in 2022
- \$75,000 Fairgrounds restroom remodel. Complete remodel to shuttered restroom building
- \$75,000 Fairgrounds heated workspace. Remodel existing barn to provide crew heated workspace
- \$60,000 Electric Vehicle Charging Stations – planning for two stations at HHS and three at R&B District 3 shop
- \$12,000 Courthouse restrooms. Replace existing sinks and countertops in 1<sup>st</sup> floor restrooms
- \$450,000 Fairgrounds Arena Railing – pushed from 2022, funded by Lottery / Grants
- \$5,096,209 HHS Construction – ongoing
- \$98,000 BCC Hearing Room remodel - ongoing

Total Additions: **\$6,316,209**

# 2023 FACILITIES MANAGEMENT CAPITAL POOL REQUESTS

## CAPITAL POOL REPLACEMENTS:

- \$9,250 Erskine Snowblower Scheduled replacement for snow blower on Toro Groundsmaster at Justice Center

**Total Replacements: \$9,250**