ARCHULETA COUNTY, COLORADO

ANNUAL BUDGET

FOR THE FISCAL YEAR

JANUARY 1, 2014 – DECEMBER 31, 2014

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December 13, 2013

To: Board of County Commissioners and
The Citizens of Archuleta County

From: Larry Augsbury, Budget Officer

Subject: Fiscal Year 2014 Budget

Budget Message

I am pleased to provide you with the Fiscal Year 2014 recommended balanced budget in compliance with State Statue 29-1-103. The budget presents a complete financial plan by fund and department and is the result of the participation of the Elected Officials, Department Heads, and County staff. This document is our primary tool of communication, presenting our financial plan of the County, to our citizens and to staff.

Archuleta County continues to face significant financial challenges, beginning with the County's financial crisis in 2008 and once again is faced with another sizeable budget cut. The impact has been substantial to County Departments. The 2014 Recommended Budget reflects our sixth consecutive year of reductions to adapt to our new economic reality.

During the past few years we have taken many steps to reduce our structural imbalance, including a hiring "chill" and required across-the-board cuts. We have lived within our means and made it a priority to not only refrain from draining our reserves, but also have substantially added to our reserves. Our commitment to sound financial management over the past several years, ultimately has served us well.

Although the economy has shown some signs of recovery, property values have continued to decline further hurting the County's budget. Projections indicate budget shortfalls for the next few years largely due to declining revenues and increased health insurance costs.

Our priority in this economy is to reduce spending consistent with reduced revenues. Our ongoing challenge is to develop a budget with an appropriate level of services that are affordable, sustainable, and acceptable to the community.

Our budget process includes a financial sustainability strategy. This strategy includes budget projections, performance management, strategic plan integration, and more substantive change to our operations for future year budget shortfalls.

As with many local governments we are faced with responding to community needs, improving our performance and emphasizing accountability. By implementing tangible performance measures at the department level the County is taking responsibility for achieving results outlined in our strategic plan, setting high expectations for performance, and making a commitment to improving performance.

As a result, we will need to look to these next few years as an opportunity to reshape the organization by adapting to our new reality rather than being a victim of the status quo by managing through the rear-view mirror.

Revenues

The FY2014 Annual Budget continues to include the Revenue Manual section that was started in FY2009. In this section, the revenues are detailed individually and include the following information:

- Description
- Where it is distributed
- The source of the revenue
- How it is collected
- Multi-year trend information
- The forecast for 2014 and rationale for the forecast

Notable projected revenue changes are as follows:

Property Tax: Overall property tax revenues are projected to decline by $502,915 in 2014. This 9% reduction is a further decrease from the 2% decrease that occurred in 2013. Because of the two year lag in valuing properties, it was previously projected that the full effect of the downturn in the economy was felt for the first time in 2012. The Assessor's Office is scheduled to perform the next assessment during 2015. It is anticipated that overall property values will continue to decline resulting in a further reduction in property tax revenue in the tax years of 2016 and beyond.

Sales Tax: Sales tax is projected to remain steady in 2014 compared to actuals for 2013. The sales tax for Archuleta County is split evenly between the General Fund and the Road & Bridge Fund. It should be stated that the State of Colorado Department of Revenue (DOR) conducted an audit that was for the period of 2003 through 2008. After review of the information, it was determined by the DOR that an adjustment in sales tax proceeds was due to Archuleta County and the Town of Pagosa Springs. The adjustment due to the County was $1,001,738. The increase in revenue during 2010 distorts the percentage of changes for years 2003 through 2008, and 2010. We believe the data suggests the sales tax decline has hit bottom and should remain either flat or at sluggish growth.

Payment In Lieu of Tax (PILT): The PILT funding continues to be an important and interesting revenue source which is no longer legislatively mandated. In FY2014, an accurate amount to be received is difficult to estimate. We are budgeting a -34% decline to $700,000 for 2014.

Expenditures

For all funds within the County, projected expenditures for 2014 total $25,727,366. Of the almost $26 million, $935,500 is budgeted for Capital Outlay, $877,308 for 1A Projects, and $908,944 is budgeted for Debt Service.

There is one issue regarding staffing of note. We were notified by our County Health Pool that medical insurance costs were increasing 11% for 2014. The County absorbed the increase so that none of it was passed on to the employees. The cost of health insurance is expected to continue rising over the coming years.

AREAS OF NOTE

General Fund is the primary operating fund of the County and is heavily dependent on property taxes. In 2013 the decreased property tax valuation truly affected the County's property tax collections. The proposed FY2014 budget incorporates an assumption of continued revenue decline in property tax.

Road and Bridge Fund: The Road & Bridge Fund is facing a challenge in 2014 and beyond. Archuleta County has been the fortunate recipient of several grants in prior years to carry out needed capital improvement projects, such as the Juanita, Cat Creek and the Rio Blanco Bridges (2013). Furthermore, there have been significant road projects completed including the paving of Park, Holiday, Carlee Place, Aspen Glow, and Monument.

Solid Waste Fund: The Solid Waste Fund is looking forward to converting expenditures into revenues with its baling program in 2014.

General Fund Capital Outlay: For FY2014, the County will meet its fiduciary requirement to provide spending appropriate to its capital outlay needs.

To accomplish this expenditure, it may necessitate using some 1A facilities funding.

Property Tax: As mentioned earlier in the Property Tax section, Archuleta County will be experiencing a decrease in overall tax revenue as a result of the property assessment conducted in 2013. The next tax assessment will be in 2015 and will reflect the current economic conditions of Archuleta County. Thus, the County is expecting a further decrease in property tax revenues as a result of the next assessment period in 2015 with the actual revenue decrease from that assessment in calendar year 2016. We need to continue to prepare as early as possible for the anticipated decline.

The challenges and successes that have occurred in the recent past have encouraged me that a collaborative effort is the key to confronting challenges in a successful way. We face a potentially significant challenge as a result of the next assessment period and only by working together will we be able to solve the potential problem before us.

Archuleta County, Colorado
2014 Budget Calendar

Bolded items are State Statue deadlines

2013 Date or Deadlines	*Action*
July 18	*Distribute Budget Preparation Guide to Elected Officials and Department Heads at Kickoff Meeting.*
August 15	*Revenue projections, expense and capital adjustment worksheets, budget narratives and 2014 goals due to Finance from Department Heads and Elected Officials; and personnel worksheets due to HR.*
August 21-28	*Department meetings with the County Administrator and the Finance Director.*
August 25	***Assessor to certify to all taxing entities and to the Division of Local Government the total new assessed and actual values (for real and personal property) (CRS 39-5-128).***
August 29	*Begin entering budget requests into Incode.*
October 10	***Publish a notice-Proposed budget, date and time, is to be considered for adoption, Proposed budget available for inspection by the public and where, objections to the proposed budget may be filed at any time prior to the final adoption.(CRS 29-1-106).***
October 15	***Public Hearing and presentation of 2014 Proposed Budget to BOCC (CRS 29-1-105).***
November 1	***Deadline for submitting applications to the Division for an increased levy pursuant to 29-1-302, C.R.S. and applications for exclusion of assessed valuation attributable to new primary oil or gas production from the 5.5% limit pursuant to (C.R.S. 29-1-301 (1)(b)).***
October 21-25	*2014 Budget Work Sessions with Commissioners.*
Oct. 28- Nov. 1	*2014 Budget Work Sessions with Commissioners.*
November 4-8	*2014 Budget Work Sessions with Commissioners.*
November 13 & 20	*Public Hearings on Proposed Budget.*
December 10	***Assessor make changes in assessed valuation (Once and only once by a single notification to the County Commissioners and the DLG. (CRS 39-1-111(5)).***
December 13	***Public Hearing on Adoption of 2014 Budget, Adoption of Rate & Fee Schedule for 2014, and certify mill levy for Archuleta County.***
December 31	*2014 Budget ready for County's web site and distribution.*

The Colorado State Statutes requires adoption of budget deadline as of Dec. 15, 2012. The budget calendar developed and presented above ensures compliance and legal requirements.

APPENDIX A2-1

Archuleta County

SECTION OVERVIEW

This section of the 2014 budget document provides an overview of the revenues and expenditures in the County's primary funds. In addition, this section provides a definition and explanation of the fund types used by the County, and an explanation of the budgeting and accounting basis for presentation of revenues and expenditures by fund.

BASIS OF PRESENTATION, BUDGETING AND ACCOUNTING

Basis of Presentation Fund Accounting

The activities of the County are organized into separate funds that are designated for a specific purpose or set of purposes. Each fund is considered a separate accounting entity, so the operations of each fund are accounted for with a set of self-balancing accounts that comprise its revenues, expenses, assets, liabilities, and fund equity as appropriate.

The number and variety of funds used by the County promotes accountability but can also make budgeting and finance complex. Therefore, understanding the fund structure is an important part of understanding the County's finances. The three basic fund categories are Governmental Funds, Proprietary Funds and Fiduciary Funds; within each fund category there are various fund types. Following is a description of the six fund types that contain the County's various funds.

Governmental Funds

General Fund

The General Fund is the County's primary operating fund and is used to track the revenues and expenditures associated with the basic County services that are not required to be accounted for in other funds. This includes services such as Sheriff, Assessor, Clerk and Recorder, Treasurer, Administration, and other support services such as Human Resources. These services are funded by general purpose tax revenues and other revenues that are unrestricted. This means that the County Commissioners, with input from the public, has the ability to distribute the funds in a way that best meets the needs of the community as opposed to other funds that are restricted to predefined uses.

Special Revenue Funds

Special Revenue Funds account for activities supported by revenues that are received or set aside for a specific purpose that are legally restricted. The Government Accounting Standards Board or GASB has issued statement 54 which requires the elimination of Special Revenue Funds without a specific revenue source that is restricted or committed and is a substantial portion of the Fund's revenues. Due to this standard the County has eliminated several Funds that did not comply with this statement. The County now has five Special Revenue Funds; Road & Bridge Fund, Department of Human Service Fund, Conservation Trust Fund, Combined Dispatch Fund, and the 1A Fund.

Capital Projects Funds

Capital Projects Funds account for and report financial resources that are restricted, committed, or assigned to expenditure for capital outlays including the acquisition or construction of capital facilities and other capital assets, and are frequently required by debt covenants, grant contracts, law, or regulation. Capital Projects Funds can be a valuable management tool for multi-year projects. The County has one Capital Projects Fund, the Fairfield Settlement Fund.

Proprietary Funds

Enterprise Funds

Enterprise Funds account for operations that are financed and operated in a manner similar to private business, where the intent of the County is that the fund will be self-supporting. This requires that the expense of providing goods and services to the general public on a continuing basis be financed or recovered primarily through user charges. In the event that these user charges are insufficient to cover the operations of the Enterprise fund, transfers can be made from other fund types to provide additional support. The County's Enterprise Funds consist of the Solid Waste Fund and the Airport Fund.

Internal Service Funds

Internal Service Funds account for the financing of goods and services provided primarily by one County department to other County departments or spending agencies, on a cost reimbursement basis. Currently, the only Internal Service Fund is the Fleet Service Fund.

Fiduciary Funds (Trust and Agency Funds)

Fiduciary Funds

Fiduciary Fund financial statements consist of Trust Funds and Agency Funds established to record transactions relating to assets held by the County in a trustee capacity or as an agent for individuals, governmental entities, and non-public organizations. Agency Funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

Basis of Budgeting

Basis of budgeting refers to the methodology used to include revenues and expenditures in the budget. Archuleta County budgets on a modified accrual basis. The revenues and expenditures are assumed to be collected and spent during the period appropriated. Using this assumption, the current year revenues are compared to expenditures to ensure that each fund has sufficient revenues to cover expenditures during the budget year, or that there are sufficient cash reserves in the fund to cover a revenue shortfall.

Basis of Accounting

Basis of accounting refers to what is measured in a set of financial statements. A closely related, but separate, issue is when recognition should take place; the specific time at which revenues and expenditures, or expenses, are recognized in the accounts and reported in the financial statements. The government-wide financial statements, as well as the financial statements for proprietary funds and fiduciary funds, are reported using the flow of economic resource measurement focus and the accrual basis of accounting. Under accrual basis of accounting, revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of when the cash is received or spent.

Governmental fund financial statements are reported using the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized as soon as they become both measurable and available, and expenditures are recorded in the period that the expenditure occurs and becomes a liability.

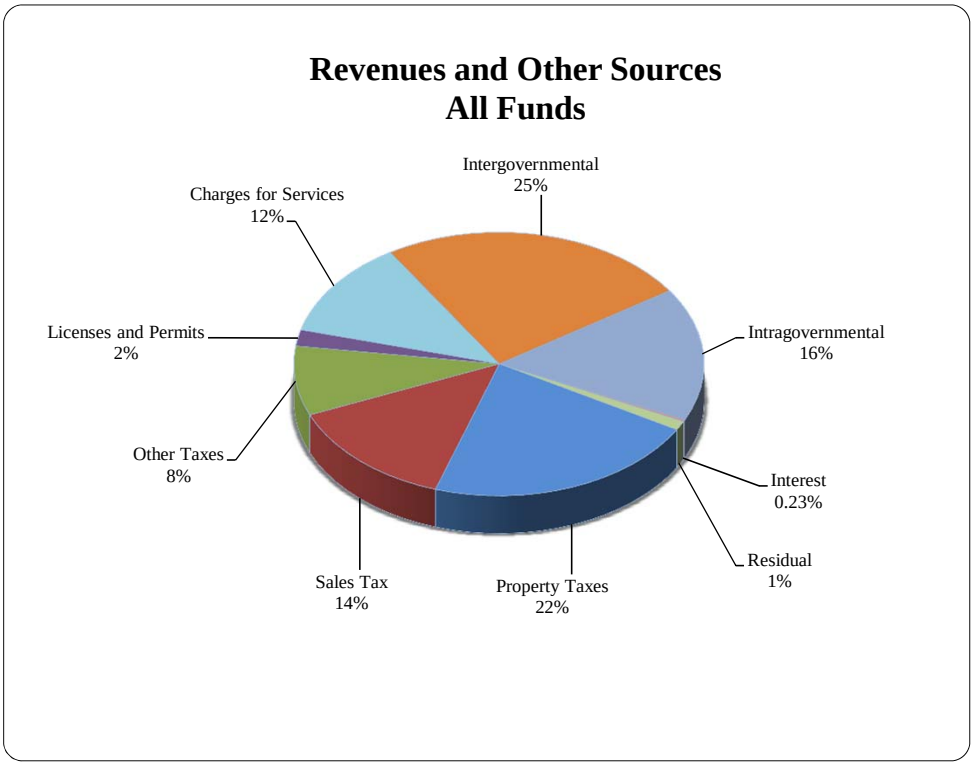
Basis of Budgeting vs. Basis of Accounting

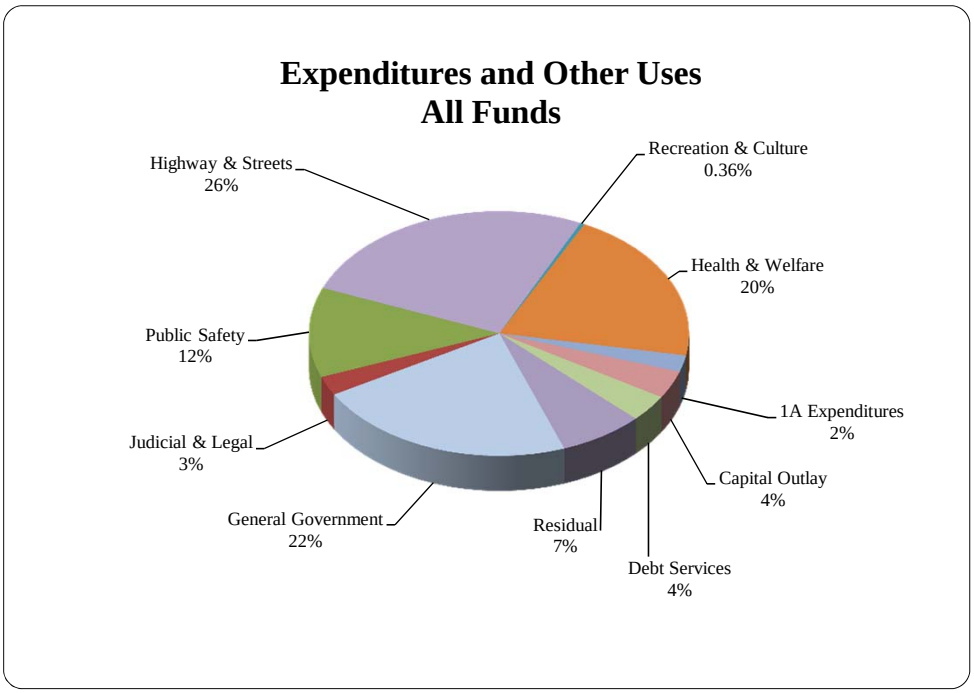
The main difference between the basis of accounting used for accounting purposes and the basis of accounting for budgeting purposes is that the budgets for the Proprietary funds are prepared on a modified accrual instead of the full accrual basis.

Under the modified accrual basis, depreciation and amortization costs are not budgeted since these costs are non-cash transactions. The budget for all other funds is also prepared on a modified accrual basis.

State law requires budgets for the county's governmental and proprietary fund types. Budgets for governmental types are adopted on a basis consistent with Generally Accepted Accounting Principles. Budgets for proprietary fund types are adopted on a Non-GAAP basis using the same measurement focus of governmental funds.

BUDGET SUMMARY BY FUND
ALL FUNDS
REVENUES AND EXPENDITURES CHARTS





2014 BUDGET SUMMARY BY FUND TYPE

For the Year Ending December 31, 2014

DESCRIPTION	GENERAL FUND	SPECIAL REVENUE	ENTERPRISE FUNDS	INTERNAL SERVICE	GRAND TOTAL
Beginning Fund Balance	**$ 7,972,507**	**$ 3,621,290**	**$ 23,616,684**	**$ 951,617**	**$ 36,162,098**
Revenues:					
Property Tax	4,216,117	1,056,530	-	-	5,272,647
Sales Tax	1,662,504	1,649,651	-	-	3,312,155
Other Taxes	440,000	1,631,310	-	-	2,071,310
Licenses and Permits	465,657	14,000	-	-	479,657
Charges for Services	1,380,689	220,000	1,299,568	2,000	2,902,257
Intergovernmental	1,273,654	4,310,354	-	378,560	5,962,568
Interest	54,000	975	-	-	54,975
Miscellaneous	84,800	29,949	-	-	114,749
Intragovernental	-	2,780,915	-	1,191,272	3,972,187
Transfers	-	161,343	-	-	161,343
TOTAL REVENUES	9,577,421	11,855,027	1,299,568	1,571,832	24,303,848
OPERATING EXPENDITURES:					
General Government	4,324,073	-	249,992	1,146,833	5,720,898
Judicial & Legal	347,260	300,000	-	-	647,260
Public Safety	2,388,909	664,114	-	-	3,053,023
Highway & Streets	-	6,685,588	-	-	6,685,588
Recreation & Culture	63,500	30,000	-	-	93,500
Health & Welfare	492,428	4,189,292	582,572	-	5,264,292
1A Expenditures	-	567,308	-	-	567,308
Capital Outlay	505,500	355,000	-	75,000	935,500
Debt Services	-	556,035	352,909	-	908,944
OTHER SOURCES/(USES)					
Transfers Out/(In)	1,042,163	-	-	-	1,042,163
Pass Thru	404,890	-	-	-	404,890
Depreciation	-	-	54,000	350,000	404,000
TOTAL EXPENDITURES	9,568,723	13,347,337	1,239,473	1,571,833	25,727,366
Revenues Over/(Under) Expenditures	8,698	(1,492,310)	60,095	(1)	(1,423,518)
Ending Fund Balance Accounts					
Nonspendable	5,347	34,039	390,000	-	429,386
Committed for 1A	-	205,015	-	-	205,015
Restricted TABOR Reserve	343,591	263,003	-	-	606,594
Restricted By Outside	-	298,799	-	-	298,799
Committed for Working Capital	2,210,163	1,605,614	97,095	286,708	4,199,580
Unassigned	5,422,104	(277,490)	23,189,684	664,908	28,999,206
ENDING FUND BALANCE	**$ 7,981,205**	**$ 2,128,980**	**$ 23,676,779**	**$ 951,616**	**$ 34,738,580**

FUND BALANCE PROJECTIONS - ALL GOVERNMENTAL FUNDS
For the Year Ending December 31, 2014

FUND	Fund Balance 12/31/2012	Projected 2013 Revenue	Projected 2013 Expenditures	Fund Balance 12/31/2013		Projected 2014 Revenue	Projected 2014 Expenditures	Fund Balance 12/31/2014
GENERAL GOVERNMENT								
General Fund	$ 7,188,344	$ 10,205,382	$ 8,335,445	$ 7,972,507	*	$ 9,577,421	$ 9,568,723	$ 7,981,205
SPECIAL REVENUE FUNDS								
Road & Bridge Fund	2,828,501	3,846,164	5,511,939	1,162,726		6,973,498	7,158,232	977,992
Department of Human Services Fund	366,262	4,043,390	4,030,637	379,015		4,196,896	4,189,292	386,619
1A Fund	-	-	-	1,085,774		-	877,308	208,466
Archuleta Combined Dispatch Fund	265,880	691,138	707,254	249,764		581,255	719,778	111,241
Conservation Trust Fund	248,832	101,570	102,728	247,674		102,728	102,727	247,675
Fairfield Settlement Fund (Capital Projects Fund)	495,684	653	-	496,337		650	300,000	196,987
TOTAL GOVERNMENTAL FUNDS	**$ 11,393,503**	**$ 18,888,297**	**$ 18,688,003**	**$ 11,593,797**		**$ 21,432,448**	**$ 22,916,060**	**$ 10,110,185**

** General Fund fund balance for year ending 12/31/2013 will be reduced by the amount transferred to the 1A Fund.*

FUND BALANCE PROJECTIONS - PROPRIETARY FUNDS
For the Year Ending December 31, 2014

FUND	Fund Balance 12/31/2012	Projected 2013 Revenue	Projected 2013 Expenditures	Fund Balance 12/31/2013	Projected 2014 Revenue	Projected 2014 Expenditures	Fund Balance 12/31/2014
ENTERPRISE FUNDS							
Solid Waste Fund	$ 349,164	$ 537,706	$ 574,996	$ 311,874	$ 696,667	$ 636,572	$ 371,969
Airport Fund	23,782,334	330,461	807,985	23,304,810	602,901	602,901	23,304,810
INTERNAL SERVICE FUNDS							
Fleet Fund	810,996	1,115,620	974,999	951,617	1,571,832	1,571,833	951,616
TOTAL PROPRIETARY FUNDS	$ 24,942,494	$ 1,983,787	$ 2,357,980	$ 24,568,301	$ 2,871,400	$ 2,811,306	$ 24,628,395

DEBT SERVICE REQUIREMENTS
For the Year Ending December 31, 2014

Description	Original Principal Amount	Interest Rate	Principal Outstanding 12/31/13	Remaining Interest to be Paid to Maturity	Total Debt Service Requirements Remaining	Year Debt Service Paid Off	2014 Budgeted Debt Service Payments
Notes Payable							
CDOT Aviation SIB Loan AVN FY2005-002	$ 2,500,000	4.00%	$ 339,336	$ 13,573	$ 352,909	2014	$ 352,909
Lease-Purchase Agreements							
Colorado Business Bank (CoBiz Financial) RCI Refinancing	4,449,936	2.51%	3,771,572	504,872	4,276,444	2023	427,644
Colorado Business Bank (CoBiz Financial) Land Refinancing	756,781	2.51%	641,415	85,861	727,276	2023	72,727
Wells Fargo Bank, National Assoc. Dispatch Equipment	475,000	3.00%	357,107	1,293	358,400	2014	55,664 *
TOTAL DEBT SERVICE	**$ 8,181,717**		**$ 5,109,430**	**$ 605,600**	**$ 5,715,029**		**$ 908,944**

** Refinancing of the Dispatch loan is anticipated to occur in 2014.*

BUDGET SUMMARY BY FUND
For the Year Ending December 31, 2014

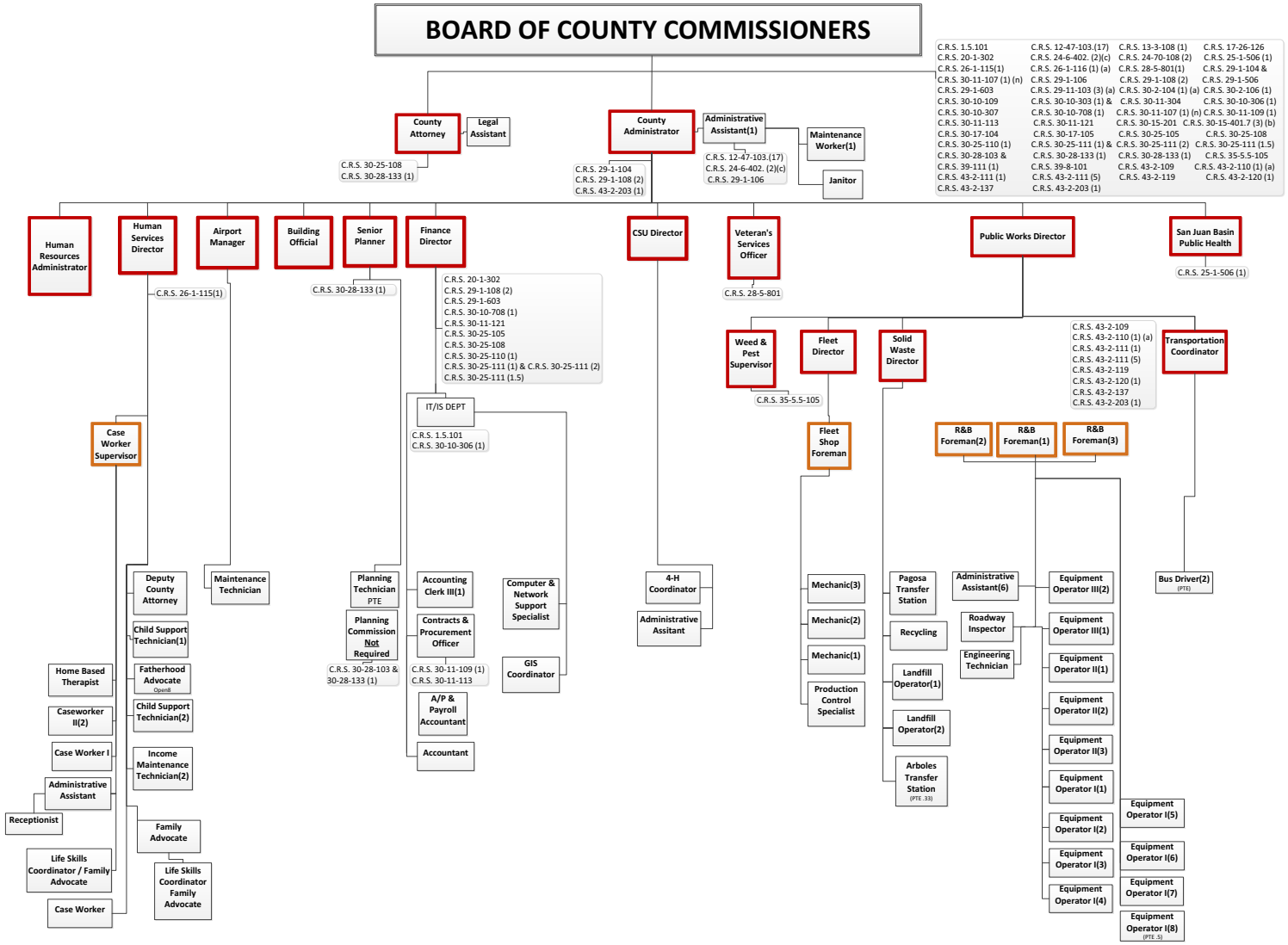
DESCRIPTION	GENERAL FUND	ROAD & BRIDGE FUND	DHS FUND	1A FUND	ARCHULETA COMBINED DISPATCH	CONSERVATION TRUST FUND	FAIRFIELD SETTLEMENT FUND	SOLID WASTE FUND	AIRPORT FUND	FLEET FUND	GRAND TOTAL
FUNDING SOURCE:											
Beginning Fund Balance	**$ 7,972,507**	**$ 1,162,726**	**$ 379,015**	**$ 1,085,774**	**$ 249,764**	**$ 247,674**	**$ 496,337**	**$ 311,874**	**$ 23,304,810**	**$ 951,617**	**$ 36,162,098**
Revenues:											
Property Taxes	4,216,117	793,022	263,508	-	-	-	-	-	-	-	5,272,647
Sales Tax	1,662,504	1,649,651	-	-	-	-	-	-	-	-	3,312,155
Other Taxes	440,000	60,000	18,900	-	-	-	-	-	-	-	518,900
HUTF	-	1,552,410	-	-	-	-	-	-	-	-	1,552,410
Licenses and Permits	465,657	14,000	-	-	-	-	-	-	-	-	479,657
Charges for Services	1,380,689	-	-	-	220,000	-	-	696,667	602,901	2,000	2,902,257
Intragovernmental	-	2,780,915	-	-	-	-	-	-	-	1,191,272	3,972,187
Intergovernmental	1,273,654	107,500	3,900,539	-	199,912	102,403	-	-	-	378,560	5,962,568
Interest	54,000	-	-	-	-	325	650	-	-	-	54,975
Miscellaneous	84,800	16,000	13,949	-	-	-	-	-	-	-	114,749
Transfers	-	-	-	-	161,343	-	-	-	-	-	161,343
TOTAL REVENUES	**9,577,421**	**6,973,498**	**4,196,896**	**-**	**581,255**	**102,728**	**650**	**696,667**	**602,901**	**1,571,832**	**24,303,848**
OPERATING EXPENDITURES:											
General Government	4,324,073	-	-	-	-	-	-	-	249,992	1,146,833	5,720,898
Judicial & Legal	347,260	-	-	-	-	-	300,000	-	-	-	647,260
Public Safety	2,388,909	-	-	-	664,114	-	-	-	-	-	3,053,023
Highway & Streets	-	6,685,588	-	-	-	-	-	-	-	-	6,685,588
Recreation & Culture	63,500	-	-	-	-	30,000	-	-	-	-	93,500
Health & Welfare	492,428	-	4,189,292	-	-	-	-	582,572	-	-	5,264,292
1A Expenditures	-	-	-	567,308	-	-	-	-	-	-	567,308
Capital Outlay	505,500	45,000	-	310,000	-	-	-	-	-	75,000	935,500
OTHER SOURCES/(USES)											
Transfers Out	1,042,163	-	-	-	-	-	-	-	-	-	1,042,163
Other (Sources)/Uses	404,890	-	-	-	-	-	-	54,000	-	350,000	808,890
Debt Service	-	427,644	-	-	55,664	72,727	-	-	352,909	-	908,944
TOTAL EXPENDITURES	**9,568,723**	**7,158,232**	**4,189,292**	**877,308**	**719,778**	**102,727**	**300,000**	**636,572**	**602,901**	**1,571,833**	**25,727,366**
Revenues Over/(Under) Expenditures	8,698	(184,734)	7,604	(877,308)	(138,523)	1	(299,350)	60,095	-	(1)	(1,423,518)
ENDING FUND BALANCE:											
Nonspendable	5,347	34,039	-	-	-	-	-	390,000	-	-	429,386
Committed for 1A	-	(3,451)	-	208,466	-	-	-	-	-	-	205,015
Restricted TABOR Reserve	343,591	122,072	123,493	-	17,438	-	-	-	-	-	606,594
Restricted By Outside	-	51,124	-	-	-	247,675	-	-	-	-	298,799
Committed for Working Capital	2,210,163	753,512	263,126	-	166,029	-	-	97,095	-	286,708	3,776,633
Unassigned	5,422,104	20,695		-	(72,225)	-	196,987	(115,126)	23,304,810	664,908	29,422,153
ENDING FUND BALANCE	**$ 7,981,205**	**$ 977,992**	**$ 386,619**	**$ 208,466**	**$ 111,241**	**$ 247,675**	**$ 196,987**	**$ 371,969**	**$ 23,304,810**	**$ 951,616**	**$ 34,738,580**

CAPITAL OUTLAY

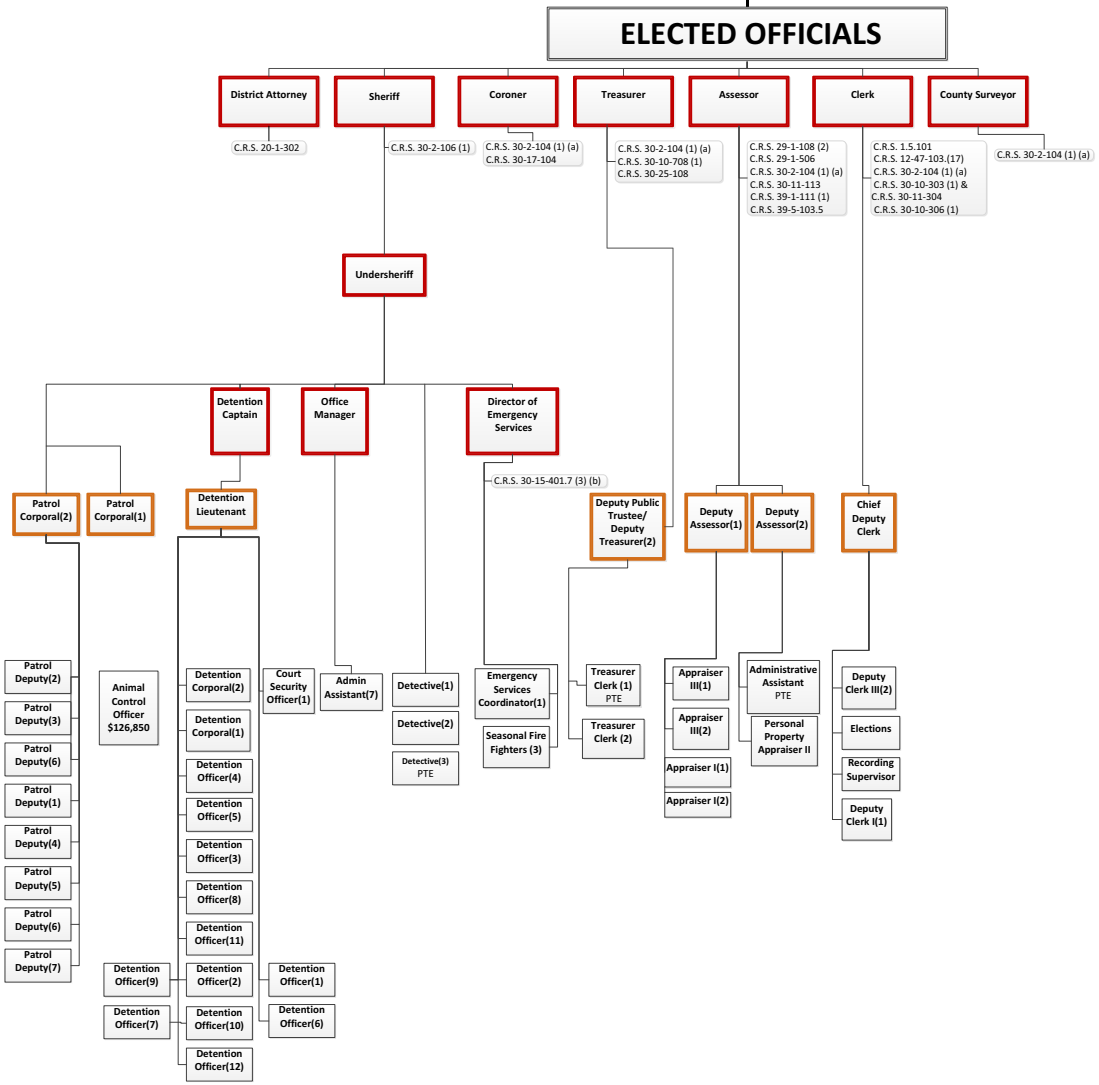
2014 Budget

Fund/Dept.	Description	Estimated	Description
General Fund	State-mandated Court Facility costs and emergency	$ 500,000	Capital Expenditures budget for court facilities and other emergency capital needs.
General Fund	Veterans Services vehicle purchase	5,500	Replacement asset. County contribution is $5,500 and a grant request will be submitted to the State of Colorado Veterans Trust Fund to cover the remaining cost of the vehicle.
Road & Bridge	Road Machinery & Equipment	45,000	Replacement of road and bridge road equipment and machinery, not including vehicle replacement which is covered under Fleet vehicle replacement.
1A Facilities	Road Maintenance Contingency	80,000	Transportation infrastructure contingency.
1A Facilities	Courthouse Roof	230,000	Replacement of the aging Courthouse roof.
Fleet Fund	Vehicle Replacement	75,000	Funds allocated for a vehicle replacement program. The County's fleet continues to age and until now there has not been a plan for replacement of the County's vehicles. This is the second year the Fleet Fund has budgeted for replacement of vehicles.
	TOTAL CAPITAL OUTLAY	**$ 935,500**	

ARCHULETA COUNTY CITIZENS



ARCHULETA COUNTY CITIZENS



ARCHULETA COUNTY
COMPARATIVE BUDGET CHANGES 2004 - 2014
FTE'S

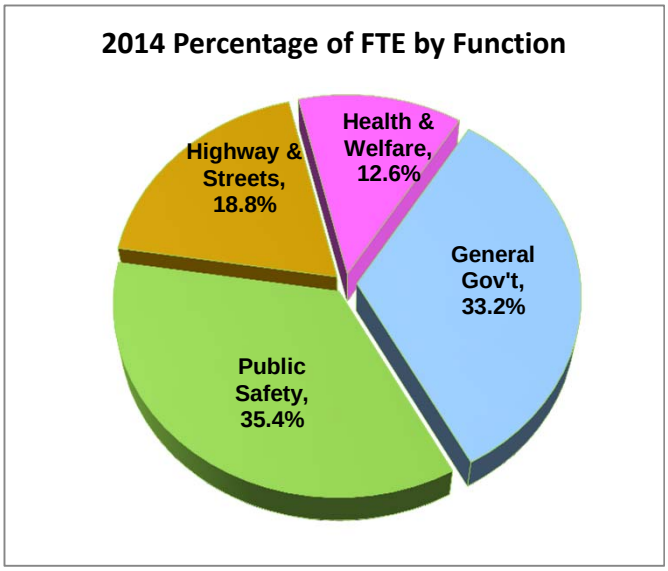
	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
GENERAL FUND	**97.33**	**107.33**	**114.33**	**95.83**	**105.33**	**106.71**	**107.8**	**101.6**	**92.76**	**89.33**	**83.11**
Airport	2	3	2	2	2	2	2	2	0	0	0
Administration	3	2	4	2.75	3	3	3	3.5	2	2	2
Assessor	10	11	9	8	11	11	10.83	9.83	8.83	8.68	8
Attorney	0	0	2	2	2	2	2	2	2	2	2
Building	4	6	3	3.5	3	3.5	3.5	2.5	2	1.5	1.5
Building & Grounds	3	3	2	1.5	3	3	3	3	3	2	2
Clerk	8	8	8	7	7	7.33	7.33	6.33	6	6	6
Clerk - Elections	1	2	2	1	1	1	1	1	1	1	1
Commissioner	3	3	3	3	3	3	3	3	3	3	3
Coroner	1	1	1	1	1	1	1	1	1	1	1
Extension Office	2	2	2	1.5	2	2	2	2	2	2	2
Finance	3	4	3	2.5	4	4	4	4	4	4	4
Human Resources	0	0	1	0.5	1	1	1	1	1	1	1
IT & GIS	0	1	3	3	4	4	4	3	3	2	2
Planning	5	6	5	2.5	3	3.5	3.5	2	1.5	1.5	1.5
Senior Services & Nutrition	7	8	8	7.5	5	5	6	6	5.66	4.88	0
Sheriff Admin	5	3	4	4	4	4	4	4	4	4	4
Sheriff Animal Control	1	2	2	2	2	2	2	1	1	1	1
Sheriff ASP	0	1	1	1	1	0.7	1	0	0	0	0
Sheriff Detention	15	16	19	16	18	18.3	17	17	16	16	16
Sherifff Emergency Services	4	6	3	2.5	3	3	4	4	3	3	3
Sheriff Investigation	2	3	3	2	2	2	2.2	3	3	3	3
Sheriff Patrol	7	5	11	10	10	10	10	10	9	9	9
Court Security	0	0	0	0	0	0	1.25	1.25	1.25	1.25	1.25
Public Trustee	0.33	0.33	0.33	0.33	0.33	0.33	0.33	0.33	0.33	0.33	0.33
Surveyor	1	1	1	1	1	1	0.15	0.15	0.15	0.15	0.15
Transportation	4	3	5	2	3	3	2	2	2	2	2
Treasurer	4	4	4	3	3	3	3.66	3.66	3.66	3.66	3.33
Veterans Services	1	1	1	0.75	1	1	1	1	1.33	1.33	1
Weed & Pest	1	2	2	2	2	2.05	2.05	2.05	2.05	2.05	2.05
AIRPORT FUND	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**2**	**2**	**2**
DHS FUND	**14**	**16**	**16**	**15**	**16**	**16**	**17**	**17**	**17**	**17**	**17**
COMBINED DISPATCH FUND	**7**	**7**	**5**	**7**	**7**	**7**	**11**	**11.66**	**10.66**	**10.66**	**10.66**
ROAD & BRIDGE FUND	**26**	**27**	**26**	**18.5**	**19**	**18.65**	**20.3**	**20.15**	**20.15**	**20.15**	**19.65**
R&B Admin	5	4	5	4	4	3.65	4.65	4.65	4.65	4.65	3.65
R&B Eng	1	1	1	0	0	0	0	0	0	0	0
R&B Maint	20	22	20	14.5	15	15	15.65	15.5	15.5	15.5	16
SOLID WASTE FUND	**5**	**5**	**6**	**6**	**7**	**7.2**	**5.44**	**5.44**	**5.04**	**5.54**	**5.18**
FLEET FUND	**4**	**7**	**7**	**5**	**5**	**5.1**	**5.1**	**5**	**5**	**5**	**5**
Total County	**153.33**	**169.33**	**174.33**	**147.33**	**159.33**	**160.66**	**166.64**	**160.85**	**152.61**	**149.68**	**142.60**
Increase / (Decrease) from prior year	***16.00***	***5.00***	***(27.00)***	***12.00***	***1.33***	***5.98***	***(5.79)***	***(8.24)***	***(2.93)***	***(7.08)***

*One Full Time Equivalent (FTE) is equivalent to 2080 hours; therefore it does not equate to one person. Historically the definition of an FTE was not depicted in the budget. Beginning in 2010 and moving forward, using an FTE is the most accurate staffing level measure for budget purpose.

Personnel Information

Salary and benefits are 30% of the County's operations budget.

Function	Salaries	Benefits	FTEs
General Government	2,150,363	632,481	47.31
Highway & Streets	1,086,809	417,908	26.88
Public Safety	1,947,938	634,667	50.41
Health & Welfare	715,899	238,102	18.00
Total	**5,901,009**	**1,923,158**	**142.60**



Function	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
Gen Gov't	53.33	60.33	63.33	48.58	58.33	59.26	57.90	53.80	50.47	48.32	47.31
Highway & Streets	32	34	34	26.5	28	27.9	27.79	27.64	27.24	27.74	26.88
Public Safety	46.00	50.00	52.00	49.00	51.00	51.50	56.95	55.41	50.91	50.41	50.41
Health & Welfare	22.00	25.00	25.00	23.25	22.00	22.00	24.00	24.00	23.99	23.21	18.00
Total FTEs	**153.33**	**169.33**	**174.33**	**147.33**	**159.33**	**160.66**	**166.64**	**160.85**	**152.61**	**149.68**	**142.60**
Increase/(Decrease) from prior year		**16.00**	**5.00**	**-27.00**	**12.00**	**1.33**	**5.98**	**-5.79**	**-8.24**	**-2.93**	**-7.08**

ARCHULETA COUNTY

REVENUE MANUAL
2014

December 13, 2013

Prepared by

The Finance Department
Larry A. Augsbury, Director

PROPERTY TAX REVENUE

Distribution: General Fund 80%
Road & Bridge Fund 15%
Dept. of Human Services Fund 5%

Source: Archuleta County property owners.

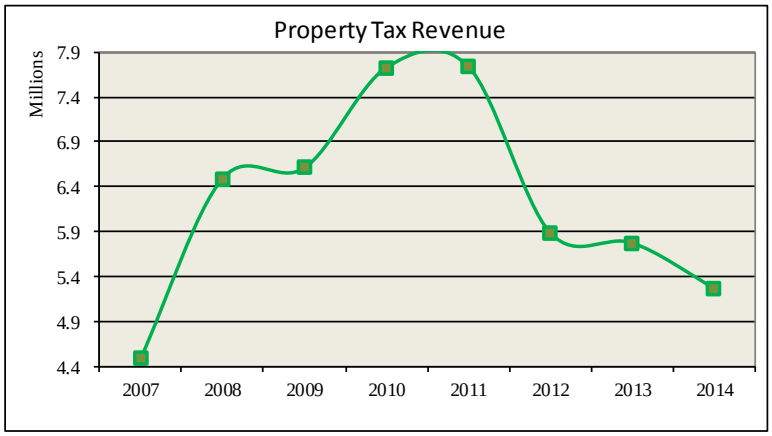
Collection: The collection process begins with the Archuleta County Assessor's Office. Two types of property are valued by the Assessor's Office: 1) "real property" (land & buildings) and 2) "personal property" (business machines & equipment). Once market values are established, the Assessor's Office computes the assessed valuation of property based on State-legislated assessment percentages. Mill levys are applied to assessed values, for collection in the following year. An eight year history of the total assessed valuation is provided in the table below:

Assessed Valuations by Property Class

	2006	2007	2008	2009	2010	2011	2012	2013
Commercial	51,005,051	60,510,172	62,569,339	66,490,950	66,971,560	48,097,190	47,658,530	43,213,900
Residential	166,170,040	263,103,369	264,574,779	314,440,170	317,208,290	224,151,510	222,789,990	207,963,780
Industrial	1,880,337	1,944,663	2,002,117	2,358,380	2,300,650	1,729,600	1,533,640	1,241,570
Agricultural	5,258,784	5,761,834	6,012,168	6,913,460	6,728,869	6,781,110	6,487,800	6,671,320
Natural Resources	11,179,358	14,081,877	16,449,197	23,110,270	21,293,310	32,065,130	29,015,050	20,706,060
State Assessed	10,608,100	10,542,400	10,849,200	10,423,900	9,830,200	9,997,100	9,142,000	9,247,700
Total	**246,101,670**	**355,944,315**	**362,456,800**	**423,737,130**	**424,332,879**	**322,821,640**	**316,627,010**	**289,044,330**

Archuleta County Property Tax Revenue Comparison

Property Tax Revenue for the County for the past eight years is demonstrated by the following table:



Tax Year	Assessed Valuation	% Change	Property Tax Revenue
2007	246,101,670		4,487,172
2008	355,944,315	45%	6,489,933
2009	362,456,800	2%	6,608,675
2010	423,737,130	17%	7,725,999
2011	424,332,879	0%	7,736,861
2012	322,821,640	-24%	5,886,007
2013	316,627,010	-2%	5,773,060
2014	**289,044,330**	**-9%**	**5,270,145**

PROPERTY TAX REVENUE, continued

Mill Levies for Archuleta County Residents

A tax roll is furnished to the Archuleta County Treasurer's Office. The Treasurer's Office issues property tax bills to every property owner based on the property's assessed valuation and the total mill levy which local governments have certified for the year. Within Archuleta County, mill levies are certified by [Archuleta County], [Town of Pagosa Springs], [Archuleta School District 50 Jt., Ignacio School District 11 Jt., Bayfield School District 10 Jt.] and Title 32 bond levied [Pagosa Area Water and Sanitation Districts 1 & 2]. In addition, mill levies are certified by several other non-Title 32 districts w/o bond levies: [Pagosa Fire Protection District. Alpha Rockridge Metro District, Aspen Springs Metro District, Loma Linda Metro District, Piedra Park Metro Improvement District, Los Pinos Fire District, San Juan River Village Metro District, San Juan Water Conservancy District, Southwestern Water Conservation District, Town of Pagosa Springs Sanitation General Improvement District, Upper San Juan Library District, Upper Pine Fire Protection District, Upper San Juan Health Service District and the Colorado's Timber Ridge Metro District.

Payment

Property owners pay property taxes to Archuleta County in either two installments due February 28 & June 15 or in one installment due April 30. Per State Statute, the Archuleta County Treasurer transfers the County's property taxes directly to the County's main bank account at the end of the month following the month that the collection is processed by Archuleta County.

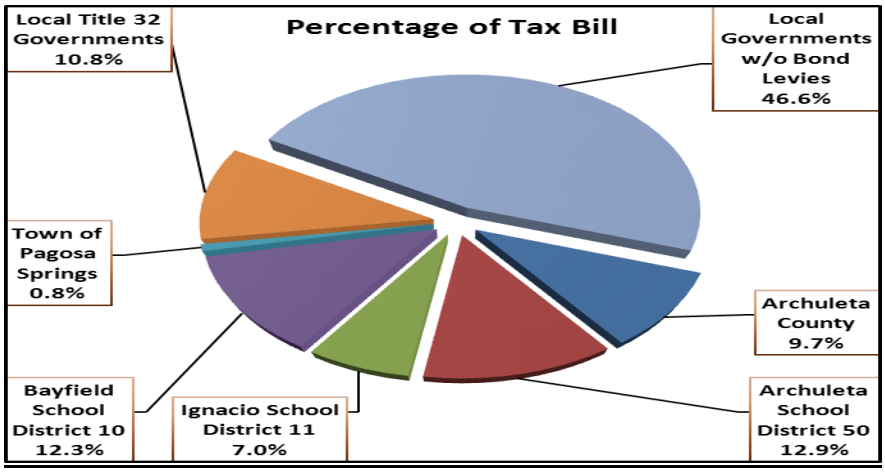
An eight-year history of the mill levies which apply to Archuleta County taxpayers according to the districts in which their property is located is provided in the table below:

Eight Year Mill Levy History

Abatements are not an increase in tax revnue nor are they considered for either of the TABOR property tax revenue limitations. Therefore they are not included in the mill levy information below.

	2007	2008	2009	2010	2011	2012	2013	2014
Archuleta County	18.233	18.233	18.233	18.233	18.233	18.233	18.233	18.233
Archuleta School District 50	25.027	23.678	23.812	23.430	23.322	24.199	24.242	24.431
Ignacio School District 11	4.246	4.312	4.018	3.573	4.708	10.536	10.658	13.170
Bayfield School District 10	16.444	16.260	16.199	15.804	17.025	16.857	21.204	23.181
Town of Pagosa Springs	1.557	1.557	1.557	1.557	1.557	1.557	1.557	1.557
Local Title 32 Governments	26.743	21.956	22.166	21.243	21.247	25.381	23.463	20.323
Local Governments w/o Bond Levies	64.912	64.620	64.220	64.073	64.185	64.579	63.821	87.900
Total	157.162	150.616	150.205	147.913	150.277	161.342	163.178	188.795
County's % of Tax Bill	11.6%	12.1%	12.1%	12.3%	12.1%	11.3%	11.2%	9.7%

Archuleta County's Percentage of Tax Bill



PROPERTY TAX REVENUE, continued

Computing the Property Tax Bill

The formulas used for computing property taxes are as follows:

Assessed valuation = Property market value x Assessment ratio
Property tax = Assessed valuation x Mill Levy / 1000

Examples of Calculations

Town of Pagosa Springs
Per the 2011 abstract of assessment paid in 2012, the owner of a home in the Town of Pagosa Springs valued at $200,000 with a total mill levy of 56.298 would have paid $290 in property taxes to the County and $606 to the other governments.

	Archuleta County	Other Governments
Market value	$ 200,000	$ 200,000
x Assessment ratio	7.96%	7.96%
Assessed value	$ 15,920	$ 15,920
x Mill Levy	18.233	38.065
Divided by 1000	/1000	/1000
Property tax	**$290**	**$606**

Using the 29% business assessment percentage, a business in the Town of Pagosa Springs with a 2011 market value of $250,000 would have paid $1,322 in property taxes to the County in 2011, and $2,760 to the other governments.

Pagosa Lakes
For the 2011 assessments paid in 2012, the owner of a home in the Pagosa Lakes area valued at $200,000 with a total mill levy of 65.276 would have paid $290 in property taxes to the County and $749 to the other governments.

	Archuleta County	Other Governments
Market value	$ 200,000	$ 200,000
x Assessment ratio	7.96%	7.96%
Assessed value	$ 15,920	$ 15,920
x Mill Levy	18.233	47.043
Divided by 1000	/1000	/1000
Property tax	**$290**	**$749**

Aspen Springs
For the 2011 assessments paid in 2012, the owner of a home in the Aspen Springs area valued at $200,000 with a total mill levy of 67.103 would have paid $290 in property taxes to the County and $778 to the other governments.

	Archuleta County	Other Governments
Market value	$ 200,000	$ 200,000
x Assessment ratio	7.96%	7.96%
Assessed value	$ 15,920	$ 15,920
x Mill Levy	18.233	48.870
Divided by 1000	/1000	/1000
Property tax	**$290**	**$778**

Note: Mill Levy figures used in the calculations above were taken from the Abstract of Assessment and Levy of Taxes brochure which may be obtained from the Archuleta County Assessor's Office.

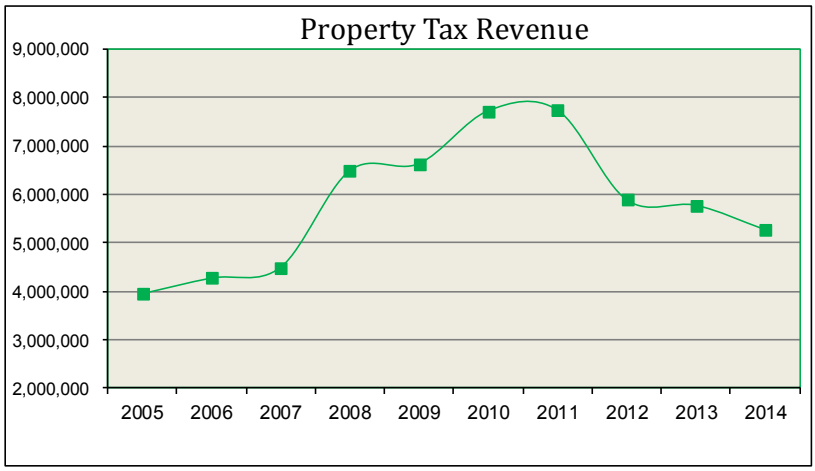
PROPERTY TAX REVENUE, continued

Legal Restrictions

The Taxpayer Bill of Rights (TABOR) Amendment to the Colorado Constitution limits property tax revenue growth to the amount collected the previous year increased by the Denver-Boulder Consumer Price Index and a local growth factor. In addition, there is a statutory limitation which prohibits property tax revenue growth from exceeding 5.5% each year, adjusted for new construction. However, Archuleta County citizens voted in 2006 to exempt the County from these provisions by permanently setting the mill levy at 18.233 for a five year period which expired in 2011.

The Gallagher Amendment to the Colorado Constitution also restricts property tax growth in requiring the legislature to annually adjust the residential assessed valuation percentage to ensure that the proportion of residential to total State assessed valuation remains constant – residential properties pay 45% of the total property taxes, while commercial and industrial properties pay 55%. The decreasing residential assessment ratio is a result of residential growth and market values rising relative to commercial market values. In order to maintain this proportional allocation, the residential property assessment percentage has declined from 21% in 1982 to the current level of 7.96%, while the non-residential property percentage has remained at 29%.

Ten Year Trend:



Year	Revenue	% Change
2005	3,949,387	
2006	4,271,966	8%
2007	4,495,539	5%
2008	6,490,560	44%
2009	6,635,859	2%
2010	7,725,999	16%
2011	7,736,861	0%
2012	5,886,007	-24%
2013	5,773,060	-2%
2014	**5,270,145**	**-9%**

The passage of Ballot Issue 1A which set the Mill Levy at 18.233 permanently, for five years of temporary De-Brucing (2012), along with biennial property reassessment conducted by the County Assessor's office, has contributed to the substantial increases in property taxes in prior years. Starting in 2013 Archuleta County will once again be under the TABOR property tax revenue limit. Due to the decrease in assessed valuations for the 2014 tax year the County is not expecting property tax revenue to be limited by TABOR.

Forecast: **2014 $5,270,145 a -9% decrease from 2013.**

Rationale: Forecast based on the current assessed valuations provided by the Assessor's Office in November 2013 calculated at the set Mill Levy of 18.233.

SALES TAX REVENUE

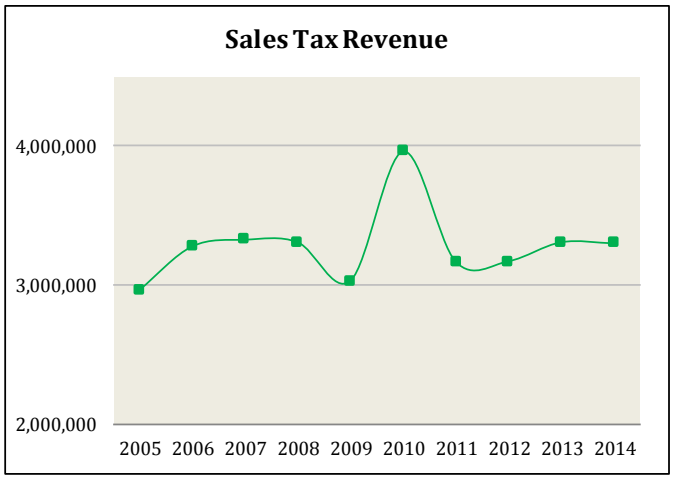
Distribution: General Fund 50%
Road & Bridge Fund (RCI Department) 50%

Source: Visitors, residents and employees in Archuleta County.

Collection: Prior to 1958, a 1% sales tax was initiated and was split 50% for Archuleta County and 50% for the Town of Pagosa Springs. In 1983, the citizens voted to increase the sales tax rate to 2%, to be split 50/50 between the County and the Town. In 1988, the citizens voted to increase the sales tax rate an additional 2% for seven years; 1% to be earmarked for the County Jail and 1% for Town of Pagosa Springs capital improvements. In 1994, the citizens voted to extend the additional 2% sales tax rate for an additional seven years; with 1% earmarked for County road capital improvements and 1% for Town capital improvements. In 2001, the citizens again voted to extend the additional 2% sales tax rate for an additional seven years; with 1% earmarked for County road capital improvements and 1% for Town capital improvements. In November 2008 the citizens of Archuleta County voted to extend this sales tax in perpetuity. Sales tax is charged on all retail purchases including food.

As a statutory county, Archuleta County's sales tax is collected and administered by the Colorado Department of Revenue. As a result, there is a two-month lag time between the generation of sales tax and when it is disbursed to the County.

Ten Year Trend:



Year	General Fund	RCI Fund	% Change
2005	1,482,152	1,482,152	
2006	1,638,839	1,638,839	10.6%
2007	1,662,895	1,662,895	1.5%
2008	1,653,560	1,653,560	-0.6%
2009	1,514,813	1,514,813	-8.4%
2010	1,981,137	1,981,137	30.8%
2011	1,583,408	1,583,408	-20.1%
2012	1,585,375	1,585,375	0.1%
2013	1,653,806	1,653,806	4.3%
2014	**1,649,651**	1,649,651	-0.3%

This is notwithstanding the potential Wallmart revenues which conservatively could reach $150k.

The County had experienced double digit growth in Sales Tax revenues since 2004, but began to level off in 2006 and was relatively flat in 2007. In 2008 the County experienced a minor decrease of 1% and a significant decrease in 2009 of 8%. During 2010 the State of Colorado Department of Revenue (DOR) conducted an audit that was for the period of 2003 through 2008. After review of the information, it was determined by the DOR that an adjustment in sales tax proceeds was due to Archuleta County and the Town of Pagosa Springs. The adjustment due to the County was $1,001,738. This increase in revenue during 2010 distorts the percentage of changes for years 2003 through 2008, and 2010. We believe the data suggests the sales tax decline has hit bottom and should remain flat or show sluggish growth in spite of the potential Wallmart opening.

Forecast: **2014 $3,300,000 projected to remain relatively flat in 2014.**

Rationale: 2013 revenues are coming in slightly higher than budgeted. Sales Tax revenue has not been below $1,500,000 since 2005.

SPECIFIC OWNERSHIP TAX REVENUE

Distribution: General Fund 80%
Road & Bridge Fund 15%
Department of Human Services 5%

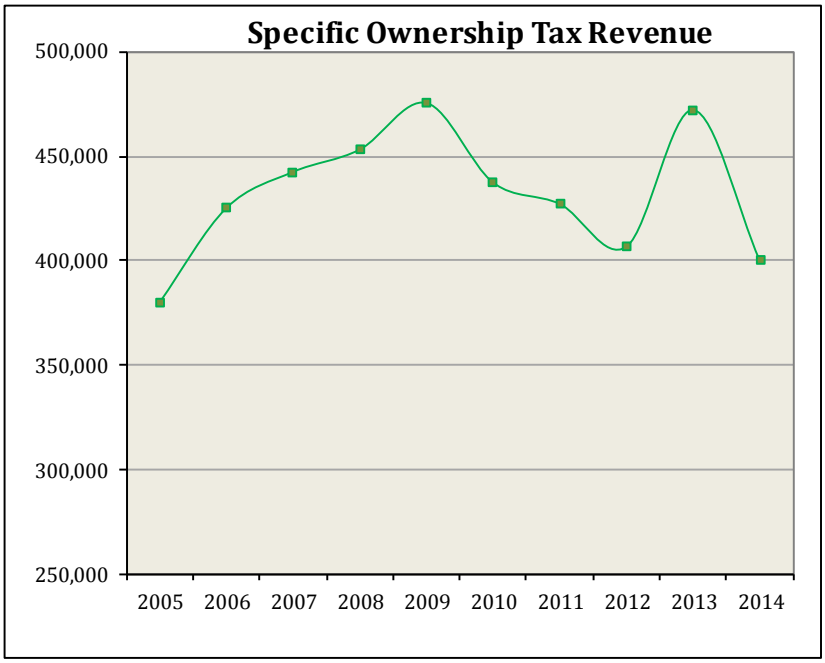
Source: Residents and Businesses of Archuleta County.

Collection: The State of Colorado establishes the statutory authority for collecting auto ownership tax. Vehicle owners pay auto ownership tax upon registration of the vehicle and annually thereafter to Archuleta County, which acts as a collection agent for the State. The amount of tax is based on the value of the vehicle. Archuleta County distributes the tax accordingly:

(1) $.50 of each ownership tax payment goes to the State of Colorado to maintain the motor vehicle computer system.
(2) $.50 of each ownership tax payment goes to Archuleta County's General Fund to pay for clerical processing.
(3) The remainder of the tax is distributed to other governments based on a percentage derived by comparing ad valorem (property) taxes collected by the county on behalf of the other governments to total ad valorem taxes collected for all taxing authorities in the county.

Archuleta County receives its share via a transfer completed at the end of each month by the County Treasurer's Office.

Ten Year Trend:



Year	Revenue	% Change
2005	380,245	
2006	425,235	11.8%
2007	442,478	4.1%
2008	453,158	2.4%
2009	475,382	4.9%
2010	437,344	-8.0%
2011	427,096	-2.3%
2012	406,719	-4.8%
2013	472,068	16.1%
2014	**400,000**	**-15.3%**

Specific Ownership Tax has experienced significant decline in revenues since 2009 due to a decrease in new car purchases, rising gas prices, and less expensive new cars with better gas mileage are being purchased. 2014 is expected to increase significantly in line with 2013 actuals.

Forecast: **2014 $378,000 a 3% increase over 2013**

Rationale: Final forecast anticipates a significant increase in revenues for 2014.

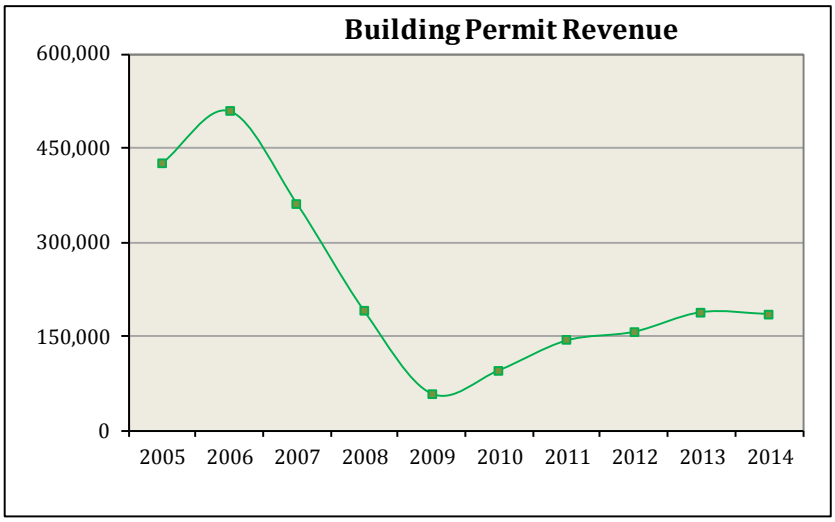
BUILDING PERMIT REVENUE

Distribution: General Fund 100%

Source: Contractors, Developers, Archuleta County businesses and residents.

Collection: The building permit fee is determined by the Building Department in accordance with the annually adopted fee schedule based on total valuation of the construction project contained in the Uniform Building Code. The fee is paid at the time a building permit is obtained. Monies collected are deposited through the Treasurer's Office.

Ten Year Trend:



Year	Revenue	% Change
2005	424,928	
2006	508,527	20%
2007	361,286	-29%
2008	190,000	-47%
2009	58,161	-69%
2010	95,542	64%
2011	142,850	50%
2012	156,746	10%
2013	188,080	20%
2014	**185,000**	**-2%**

The impact of the unstable economy, tight credit markets and poor housing market are responsible for the dramatic decline in building permit revenue since 2006. The Board of County Commissioners instituted an economic development package in mid-2009 that rebates 100% of building permit fees in 2009 and 50% of building permit fees in 2010. The increase in 2012 was expected due to the elimination of the rebates and 2014 is conservatively expected to remain either flat or increase slightly.

Forecast: **2014 $185,000 to reflect an increase in grossed-up actuals from 2013.**

Rationale: Revenues are expected to remain flat or increase slightly due to the large inventory of homes on the market in Archuleta County.

ADMINISTRATIVE SERVICE FEE REVENUE

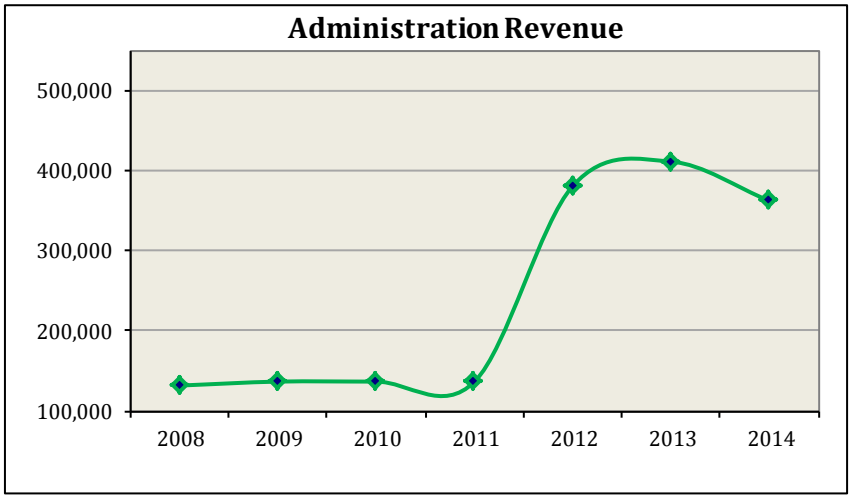
Distribution: General Fund 100%

Source: Road & Bridge Fund, Fleet Fund, Human Services, Combined Dispatch Fund, Housing Authority, and the Solid Waste Fund

Collection: Archuleta County request MGT of America to prepare OMB A-87 Cost Allocation Plan. The plan identifies the costs of indirect services provided by central service departments of Archuleta County based on actual expenditures for fiscal year 2010. This cost allocation plan is used by the County to claim indirect costs as charges against grants, contracts, as well as internal funds such as enterprise funds. The Cost Allocation plan is submitted for use by the Colorado Department of Human Services and other State and Federal grantors.

The fee is intended as a reimbursement for services which the General Fund provides to the Road & Bridge, Fleet, Human Services, Combined Dispatch, Housing Authority and Solid Waste operations including legal, administration, human resources, financials, grounds & buildings, and technical support.

Seven Year Trend:



Year	R&B	DHS	Combined Dispatch	Housing Authority	SW	Fleet	Total	% Change
2008	65,737	0	0	0	65,734	0	131,471	
2009	68,200	0	0	0	68,200	0	136,400	
2010	68,200	0	0	0	68,200	0	136,400	0%
2011	68,200	0	0	0	68,200	0	136,400	0%
2012	142,837	47,304	89,147	37,722	30,659	33,172	380,841	179%
2013	164,102	47,157	98,116	41,707	26,441	33,742	411,265	8%
2014	**164,973**	**48,853**	**82,864**	**0**	**26,500**	**39,185**	**362,375**	**-12%**

2008 was the first year that administrative service fees were charged to the Road & Bridge and Solid Waste Funds. 2013 marked the final year that the County administered the housing authority. A cost allocation study began in 2011 to better determine the appropriate administrative service fees applicable to the Road & Bridge, Human Services, Combined Dispatch, and Solid Waste Funds.

Forecast: **2014 $362,375**

Rationale: Revenue forecast based on OMB A-87 Cost Allocation Plan.

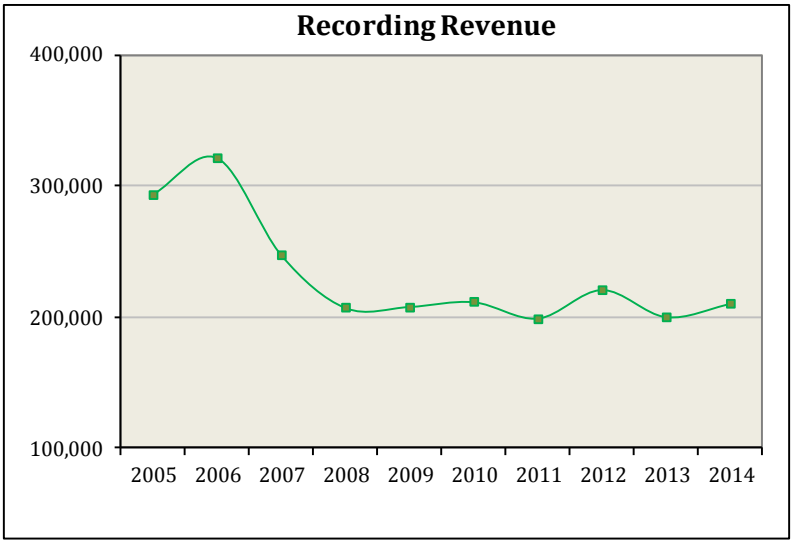
RECORDING OF LEGAL INSTRUMENT FEES

Distribution: General Fund 100%

Source: Contractors, Developers, Archuleta County Businesses and Residents.

Collection: The County Clerk collects fees for recording various instruments including legal documents, marriage licenses and motor vehicle liens to name a few. In addition, the Clerk charges for copies of recorded instruments that are requested by the public. Monies collected are deposited through the Treasurer's Office.

Ten Year Trend:



Year	Revenue	% Change
2005	293,491	
2006	321,046	9%
2007	246,983	-23%
2008	206,900	-16%
2009	207,723	0%
2010	211,313	2%
2011	198,890	-6%
2012	220,602	11%
2013	199,956	-9%
2014	**210,000**	**5%**

Revenues will fluctuate based on the amount of recordings completed and copies of recordings requested. Revenues have increased over the last couple of years as a result of the Clerk's office increasing accessibility to stored images on the web. Entities may subscribe to these services and purchased copies.

Forecast: **2014 $210,000; no increase projected from 2010 actuals**

Rationale: Forecast is this source of revenue to remain flat in 2014 consistent with current years.

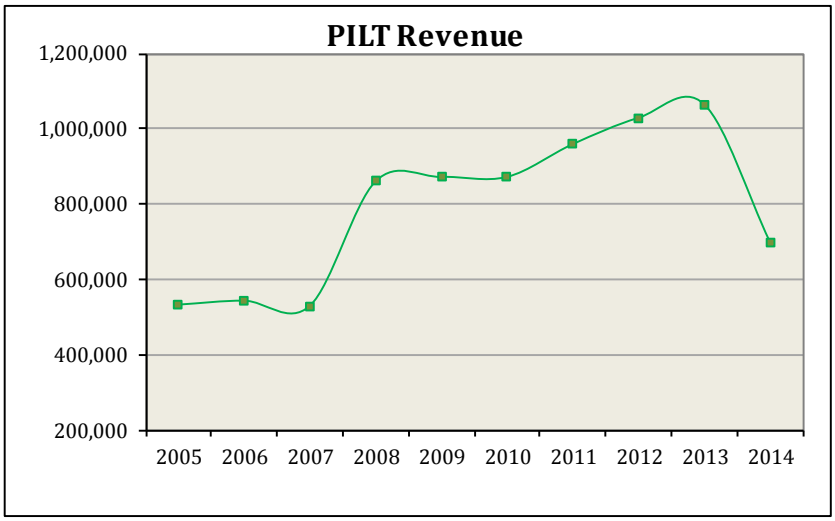
FEDERAL PAYMENTS IN LIEU OF TAX (PILT)

Distribution: General Fund 100%

Source: Federal Government.

Collection: Payments in Lieu of Taxes (PILT) are Federal payments to local governments that help offset losses in property taxes due to nontaxable Federal lands within their boundaries. The payment amount is based on a formula that uses various factors such as acreage owned and the population of the County.

Ten Year Trend:



Year	Revenue	% Change
2005	532,544	
2006	543,012	2%
2007	529,492	-2%
2008	860,109	62%
2009	872,000	1%
2010	871,871	0%
2011	958,946	10%
2012	1,028,900	7%
2013	1,064,992	4%
2014	**700,000**	**-34%**

The Emergency Economic Stabilization Act of 2008 provided for mandatory spending of the full authorized level of PILT for five years, FY 2008-2012. The Emergency Economic Stabilization Act of 2008 was extended one year to 2013, maintaining the existing formula for calculating payments to counties. After 2013 this revenue source is expected to decrease approximately $300,000 a year for the General Fund and remains uncertain for 2014.

Forecast: **2014 $700,000 a 34% decrease from 2013**

Rationale: Forecast is based on an expected 34% decrease from 2013's record breaking payment for local governments.

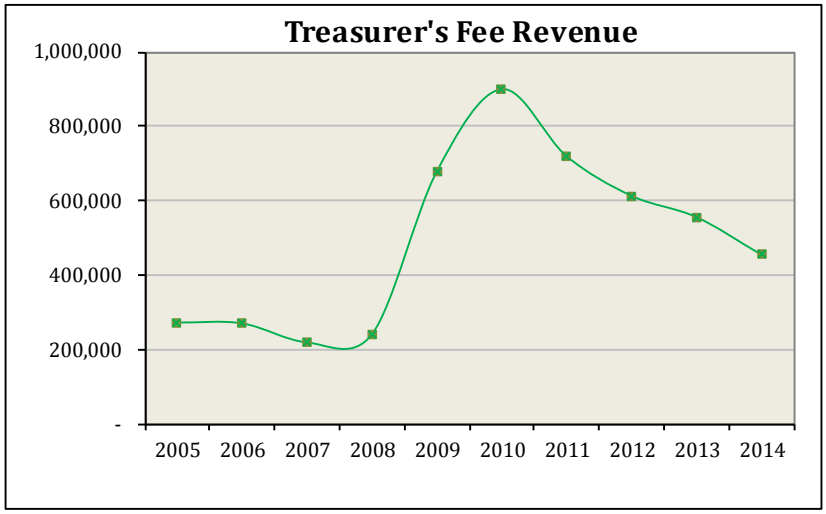
TREASURER'S FEES

Distribution: General Fund.

Source: The Treasurer assesses fees for the collections and distribution of taxes from all the taxing entities within Archuleta County based on statutory requirements.

Collection: Fees are collected by the Treasurer and transferred to the County's main bank account on a monthly basis.

Ten Year Trend:



Year	Revenue	% Change
2005	271,872	
2006	269,600	-1%
2007	218,447	-19%
2008	240,000	10%
2009	677,924	182%
2010	899,585	33%
2011	719,505	-20%
2012	612,791	-15%
2013	555,575	-9%
2014	**454,570**	**-18%**

Treasury fees have been declining since 2010. During 2010 the State of Colorado Department of Revenue (DOR) conducted a Sales Tax audit that was for the period of 2003 through 2008. After review of the information, it was determined by the DOR that an adjustment in sales tax proceeds was due to Archuleta County and the Town of Pagosa Springs. The adjustment in Sales Tax revenue also increased treasurer fees. This increase in revenue during 2010 distorts the comparison of revenue. Since 2011 revenues have steadily declined as a result of the decrease in assessed valuations and the resulting property tax revenue.

Forecast: **2014 $454,570 a -18% decrease from 2013**

Rationale: Forecast based on assessed valuations continuing to decrease.

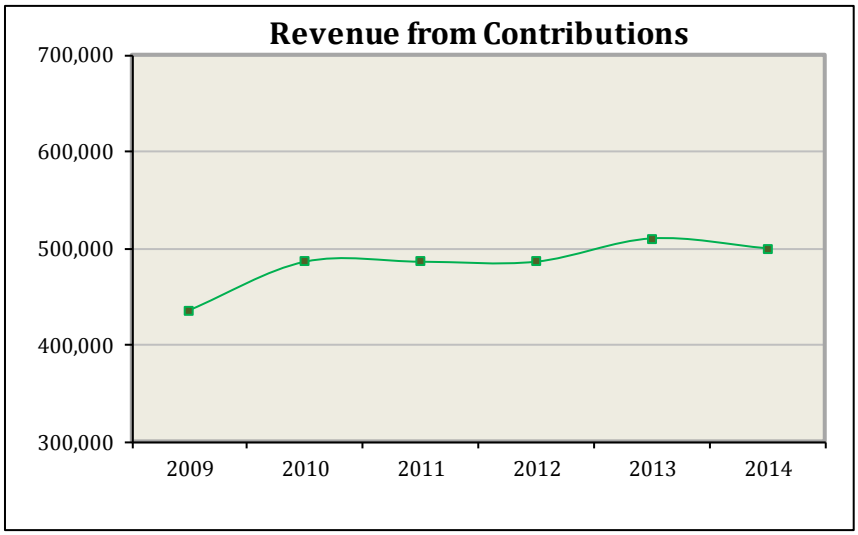
LOCAL SHARED REVENUE

Distribution: Archuleta County Combined Dispatch Fund

Source: Contributions from the participating entities which includes the Town of Pagosa Springs, Pagosa Fire Protection District, the Hospital District, and Archuleta County.

Collection: Annual contributions are collected from each participant and the monies are deposited with the Treasurer's Office.

Six Year Trend:



Year	Revenue	% Change
2009	435,900	
2010	485,900	11%
2011	485,900	0%
2012	485,900	0%
2013	510,002	5%
2014	**499,778**	**-2%**

The Archuleta Combined Dispatch was formed in 2008. In 2014, contributions of $119,947 from the Town of Pagosa Springs, $24,989 from the Pagosa Fire Protection District, a commitment from the Hospital District to contribute $54,976 and $299,867 from Archuleta County were made to underwrite operations. Furthermore, a one-time prior period adjustment of $138,524 was deducted from Archuleta County's annual dues in 2014 to reimburse its initial start-up subsidy in 2008.

Forecast: **2014 $299,867 - $138,524 = $161,343 net contribution for 2014**

Rationale: Forecast based on agreed upon allocation to all the participants in the Archuleta Combined Dispatch as outlined above.

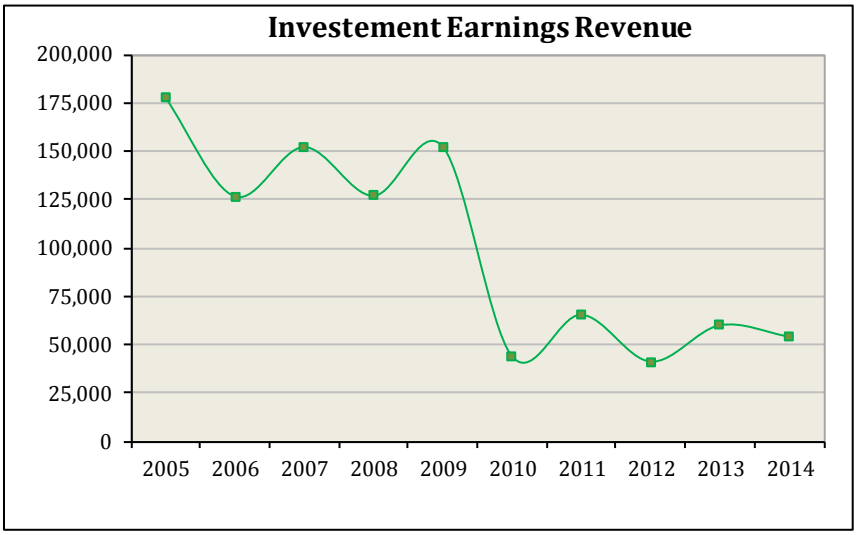
INVESTMENT INCOME

Distribution: The majority is allocated to the General Fund with the exception of invested reserves which are allocated on a prorated basis to investment balances held.

Source: Interest and investment income from investments made by the County. Interest revenues will vary based on rates and portfolio volume.

Collection: Earnings monitored by the Treasurer and are transferred or deposited to the County's primary bank account.

Ten Year Trend:



Year	Revenue	% Change
2005	177,643	
2006	126,552	-29%
2007	152,047	20%
2008	126,838	-17%
2009	152,347	20%
2010	43,908	-71%
2011	65,343	49%
2012	41,122	-37%
2013	59,894	46%
2014	**54,000**	**-10%**

In 2005, interest rates rose, resulting in increased revenue. In 2006, cash balances decreased which resulted in less interest earnings. In 2007 cash was shifted to higher yielding ColoTrust Prime a local government investment pool which resulted in better interest earnings despite financial difficulties and cash shortfalls. Better cash management and higher yields with ColoTrust Prime resulted in better interest earnings in 2008 and 2009. In 2010 with the declining economy and falling interest rates interest revenue fell. Then with the downgrading of FMAC and FNMA purchasing of agency bonds were not advisable. For 2013 &2014, State Statutes now permit investing in bonds which are expected to produce a higher yield.

Forecast: **2014 $54,000 a conservative estimate for 2014**

Rationale: Flat interest revenue is expected due to continued investing in bonds which is expected to produce a consistent yield.

HIGHWAY USERS TAX REVENUE

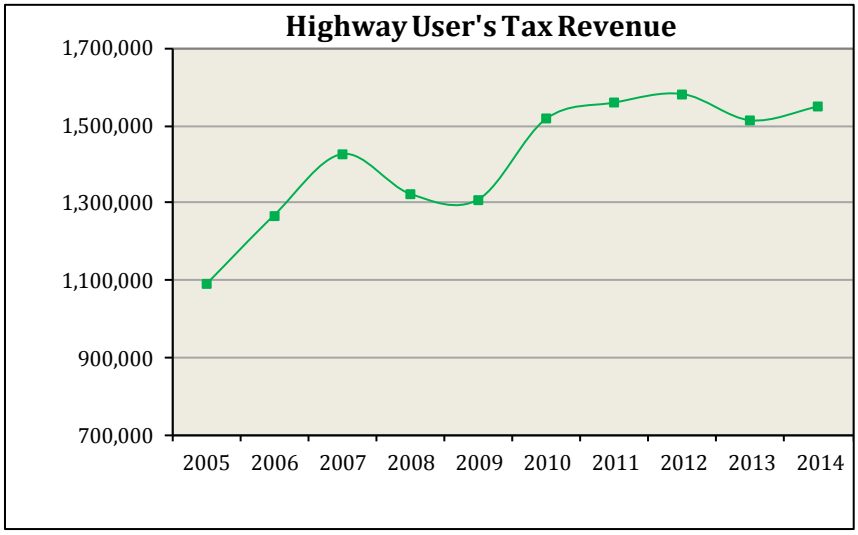
Distribution: Road & Bridge Fund 100%

Source: Gasoline tax and related fees paid by Colorado motorists.

Collection: The Highway Users Tax Fund (HUTF) is state-collected, locally-shared revenue that is distributed via electronic funds transfer on a monthly basis to the County in accordance with the following formulas:

(1) Basic Fund --- the first seven cents of gasoline taxes and the base amount of various motor vehicle registration, title and license fees. 9% of these revenues are distributed to municipalities. The basic fund monies may be spent on acquisition of rights-of-way for, and the construction, engineering, safety, reconstruction, improvement, repair, maintenance, and administration of streets, roads and highways.
(2) Supplemental Fund --- 18% of the next eleven cents of gasoline taxes are distributed to municipalities and may be spent only on road improvements including new construction, safety improvements, maintenance, and capacity improvements.
(3) 1989 Increase Fund --- 18% of the gasoline tax, registration fee and driver's license fee increases enacted in 1989 are shared with municipalities and can be used for the same purposes designated in (2) above.
(4) 1995 Increase Fund --18% from a three-year phased reduction of the amount previously withheld by the state for administrative purposes which can be used for the same purposes designated in (2) above.

Ten Year Trend:



Year	Revenue	% Change
2005	1,089,065	
2006	1,268,244	16%
2007	1,426,597	12%
2008	1,323,907	-7%
2009	1,309,355	-1%
2010	1,518,244	16%
2011	1,559,829	3%
2012	1,581,902	1%
2013	1,513,940	-4%
2014	**1,550,000**	**2%**

The distribution has increased since 2009 due to changes in annexations and growth in other parts of the state creating more sharing of revenue among municipalities and reducing others by their proportionate share.

Forecast: **2014 $1,550,000 a 2% increase from 2013.**

Rationale: Forecast based on Colorado Department of Transportation projections for HUTF distributions.

LOTTERY REVENUE

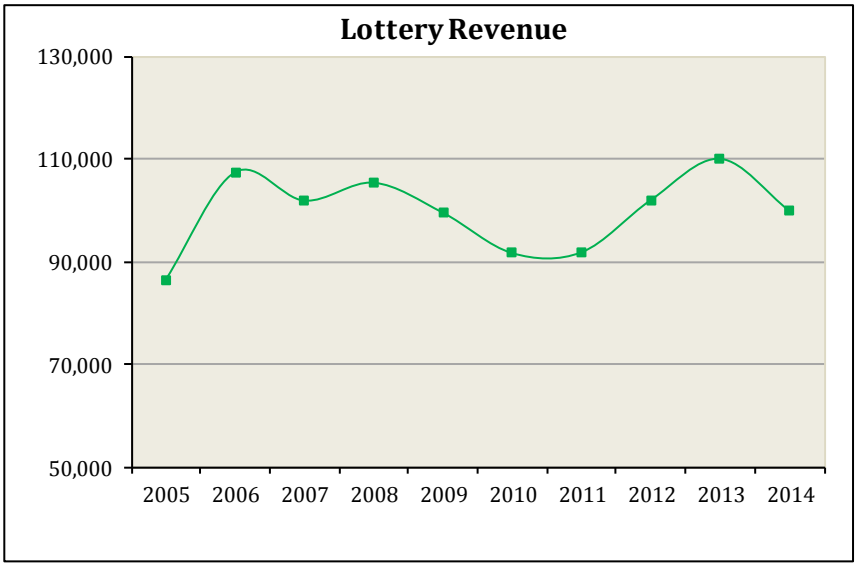
Distribution: Conservation Trust Fund 100%

Source: Customers who buy lottery and lotto tickets.

Collection: Lottery proceeds are collected from retail merchants selling lottery products by the State of Colorado. Municipal lottery proceeds are distributed to municipalities based upon current population estimates prepared by the State Division of Local Governments. Archuleta County's share is electronically transferred to the County's depository bank account on March 1, June 1, September 1 and December 1.

Conservation trust funds can only be used for the acquisition, development and maintenance of new park and open space sites or for capital improvements and maintenance of a public site used for recreational purposes.

Ten Year Trend:



Year	Revenue	% Change
2005	86,609	
2006	107,545	24%
2007	102,006	-5%
2008	105,499	3%
2009	99,643	-6%
2010	91,766	-8%
2011	91,935	0%
2012	102,122	11%
2013	110,153	8%
2014	**100,000**	**-9%**

As participation in the Lottery has increased, revenues filtering down to the municipalities have also increased, with the County seeing a large increase in 2006. Revenues were stable until 2009 when the County experienced decreases from 2009-2011 as participation in the Lottery decreased due to economic factors and less discretionary spending. In 2012 revenues went up comparable to the 2008 level and the same is expected for 2014.

Forecast: **2014 $100,000 with no anticipated increase from the 2013 budget**

Rationale: Forecast anticipates flat revenues based on projections provided by the Colorado State Lottery office and the calculation from the Colorado Department of Local Affairs.

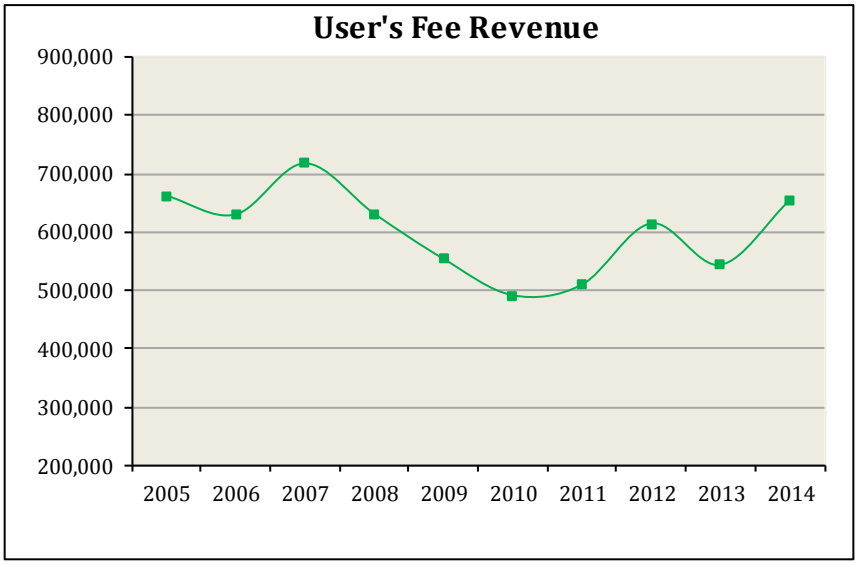
SOLID WASTE CHARGES FOR SERVICES

Distribution: Solid Waste Fund 100%

Source: Customers who utilize the landfill and transfer stations.

Collection: In general fees are collected by the landfill attendant at the time access is provided to dump at the landfill or transfer station. There are several customers that have been setup with a credit account that is charged each time they access the landfill and then they are billed on a monthly basis to collect their outstanding accounts receivable balance. The monies are deposited through the Treasurer's Office.

Ten Year Trend:



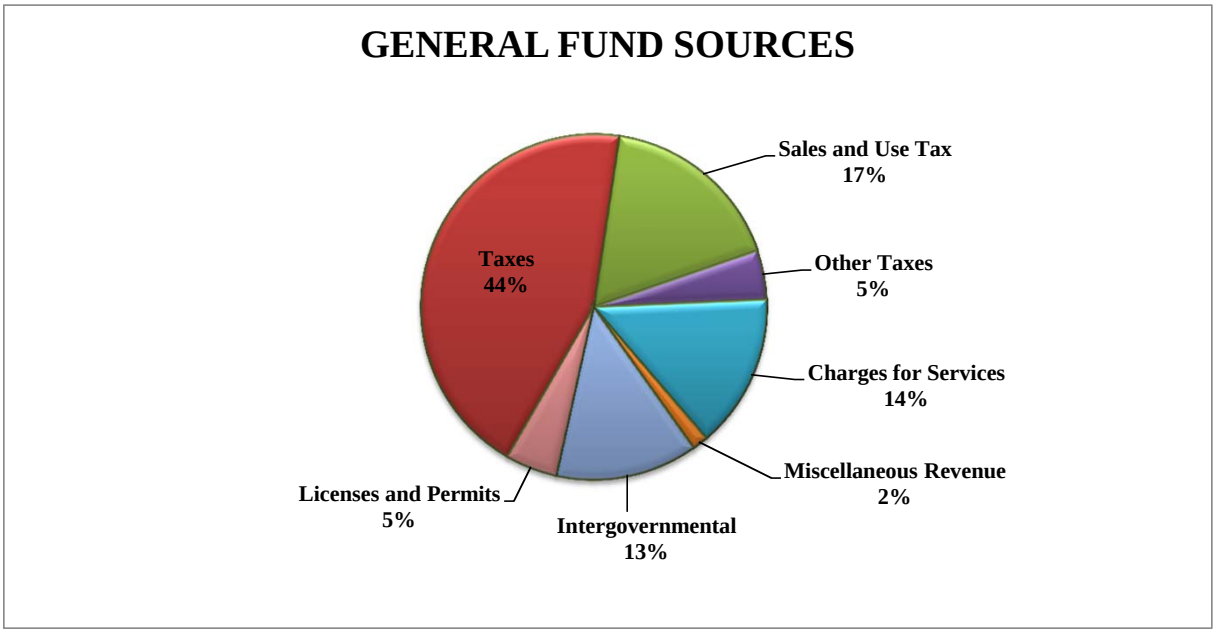
Year	Revenue	% Change
2005	662,353	
2006	630,000	-5%
2007	717,548	14%
2008	631,667	-12%
2009	554,276	-12%
2010	491,778	-11%
2011	509,820	4%
2012	614,699	21%
2013	543,843	-12%
2014	**654,699**	**20%**

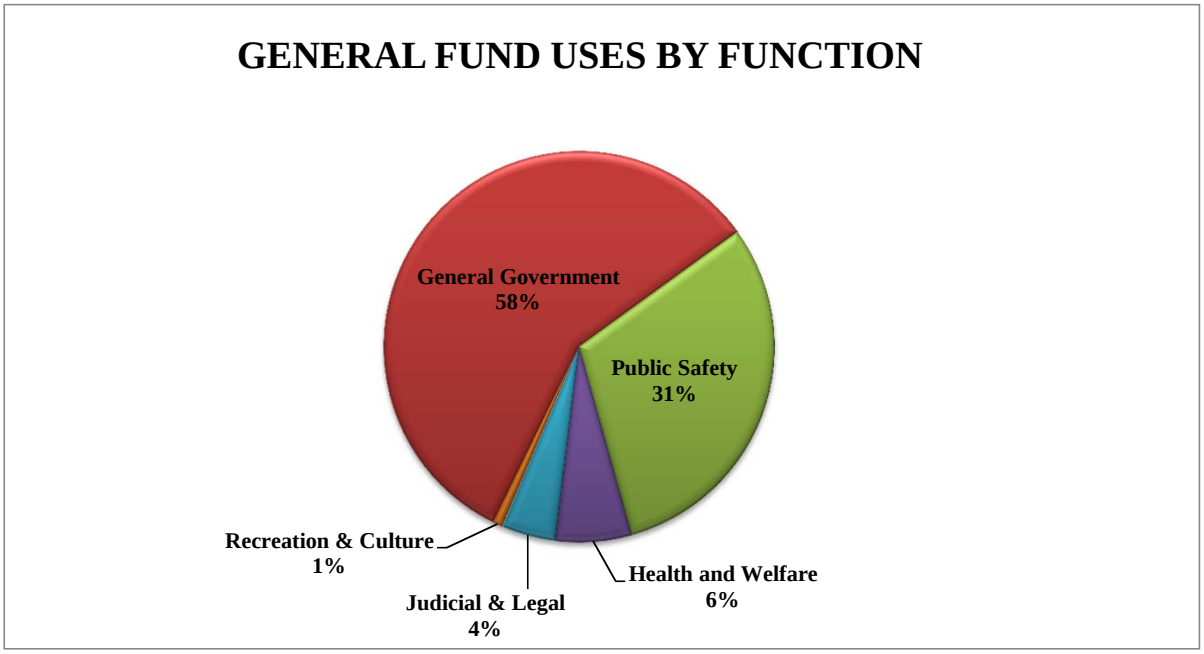
Solid Waste revenues declined after 2007. In 2004 a rate study was completed for the landfill; and in 2005 new rates were implemented to make the landfill more self-sufficient, which accounts for a dramatic increase in 2005. Due to a poor economy and slow housing market, new home building decreased in 2008 resulting in lower revenues. Rates were evaluated again in 2008 and new rates were implemented in 2010. However, the new rates were not enough to offset the decrease in the building sector which had a direct impact on landfill usage. Beginning in 2011 revenues have stabilized and the County expects to see an increase in charges during 2014 in part due to its recycling baler.

Forecast: **2014 $654,699 a 20% projected increase from 2013.**

Rationale: Forecast anticipates revenues to show an increase during 2014.

ARCHULETA COUNTY
GENERAL FUND REVENUE & EXPENDITURES CHART





ARCHULETA COUNTY
COMPARATIVE BUDGET CHANGES 2011-2014
GENERAL FUND BUDGET SUMMARY BY PROGRAM

DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 PROPOSED BUDGET	Inc/(Dec) Projected 2013 to Proposed 2014	% Inc /-Dec Projected 2013 to Proposed 2014
REVENUES:						
Taxes	$ 5,202,021	$ 4,847,439	$ 4,564,291	$ 4,216,117	(348,174)	-7.6%
Sales and Use Tax	1,583,408	1,585,374	1,391,127	1,662,504	271,377	19.5%
Other Taxes	1,026,770	475,217	550,598	440,000	(110,598)	-20.1%
Licenses and Permits	296,619	327,393	406,111	465,657	59,546	14.7%
Charges for Services	1,475,900	1,621,636	1,666,600	1,380,689	(285,911)	-17.2%
Intergovernmental	1,857,641	1,855,541	1,268,410	1,273,654	5,244	0.4%
Fines and Forfeitures	13,083	130	-	-	-	0.0%
Interest Revenue	64,416	41,140	59,905	54,000	(5,905)	-9.9%
Miscellaneous Revenue	332,698	210,851	298,340	84,800	(213,540)	-71.6%
TOTAL REVENUES	**11,852,556**	**10,964,721**	**10,205,382**	**9,577,421**	(627,961)	-6.2%
OPERATING EXPENDITURES:						
General Government	4,617,218	4,324,143	4,528,061	4,506,391	(21,670)	-0.5%
Public Safety	2,557,233	2,428,278	2,289,654	2,388,909	99,255	4.3%
Health & Welfare	618,659	630,275	503,974	492,428	(11,546)	-2.3%
Judicial & Legal	332,977	344,094	437,892	347,260	(90,632)	-20.7%
Recreation & Culture	56,899	60,512	71,337	63,500	(7,837)	-11.0%
1A Expenditures	322,798	125,030	188,327	-	(188,327)	-100.0%
TOTAL OPERATING EXPENDIT	**8,505,784**	**7,912,332**	**8,019,245**	**7,798,488**	(220,757)	-2.8%
OTHER USES/(SOURCES)						
Pass Thru Forest Res Secure Rural	469,544	415,648	-	404,890	404,890	0.0%
Capital Outlay	104,579	109,886	-	323,182	323,182	0.0%
Debt Service	352,909	27,470	-	-	-	0.0%
Transfers to Other Funds	475,982	358,108	316,200	1,042,163	725,963	229.6%
TOTAL OTHER USES/(SOURCES	**1,403,014**	**911,112**	**316,200**	**1,770,235**	1,454,035	459.8%
Increase/(Decrease) in Fund Balance	1,943,758	2,141,277	1,869,937	8,698	(1,861,239)	-99.5%
BEGINNING FUND BALANCE	3,409,926	5,353,684	7,188,344	9,058,281	1,869,937	26.0%
Prior Period Adjustment		(306,617)		(1,085,774)		
ENDING FUND BALANCE	**$ 5,353,684**	**$ 7,188,344**	**$ 9,058,281**	**$ 7,981,205**	(1,077,076)	-11.9%

ARCHULETA COUNTY
COMPARATIVE BUDGET CHANGES 2011-2014
GENERAL FUND BUDGET SUMMARY BY DEPARTMENT

DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 PROPOSED BUDGET	Inc/(Dec) Projected 2013 to Proposed 2014	% Inc /-Dec Projected 2013 to Proposed 2014
REVENUES:						
Taxes	$ 7,812,199	$ 6,908,030	$ 6,506,016	$ 6,318,621	(187,395)	-2.9%
Licenses and Permits	296,619	327,393	406,111	465,657	59,546	14.7%
Charges for Services	1,475,901	1,621,636	1,666,600	1,380,689	(285,911)	-17.2%
Intergovernmental	1,857,640	1,855,541	1,268,410	1,273,654	5,244	0.4%
Fines and Forfeitures	13,083	130	-	-	-	0.0%
Interest Revenue	64,416	41,140	59,905	54,000	(5,905)	-9.9%
Miscellaneous	332,698	210,851	298,340	84,800	(213,540)	
TOTAL REVENUES	**11,852,556**	**10,964,721**	**10,205,382**	**9,577,421**	(627,961)	-6.2%
OPERATING EXPENDITURES:						
Airport	260,968	-	-	-	-	0.0%
Commissioners	452,336	435,088	719,754	873,389	153,635	21.3%
Building & Grounds	226,177	228,976	203,702	162,539	(41,163)	-20.2%
Community Service	7,075	3,610	8,485	7,000	(1,485)	-17.5%
County Administration	232,662	248,326	276,141	311,066	34,925	12.6%
County Assessor	549,473	523,746	517,716	525,173	7,457	1.4%
County Attorney	185,499	181,445	209,721	225,207	15,486	7.4%
County Clerk	393,104	378,203	356,807	397,242	40,435	11.3%
County Clerk (Elections)	44,279	104,585	62,834	123,111	60,277	95.9%
County Coroner	66,604	57,163	55,488	55,046	(442)	-0.8%
County Fair	56,899	60,512	71,337	63,500	(7,837)	-11.0%
County Surveyor	4,512	4,901	3,172	5,327	2,155	67.9%
County Treasurer	495,672	518,631	474,457	480,733	6,276	1.3%
County Treasurer (Public Trustee)	14,712	10,807	14,850	13,999	(851)	-5.7%
CSU Extension Office	115,356	122,952	121,228	124,163	2,935	2.4%
CSU Extension Office (Checking)	12,550	7,980	8,340	10,000	1,660	19.9%
Development Services (Building)	152,882	147,111	100,536	133,815	33,279	33.1%
Development Services (Planning)	99,844	95,127	93,151	105,156	12,005	12.9%
District Attorney	332,977	344,094	437,892	347,260	(90,632)	-20.7%
Finance	342,453	366,460	343,560	390,268	46,708	13.6%
Human Resources	78,219	83,791	88,970	93,458	4,488	5.0%
Information Systems/GIS	498,844	417,656	392,340	392,968	628	0.2%
Jail Commisary	19,060	2,995	111,536	-	(111,536)	-100.0%
Senior Services	309,227	297,730	299,211	-	(299,211)	-100.0%
Sheriff (Administration)	262,594	273,631	276,322	275,741	(581)	-0.2%
Sheriff (Alternative Sentencing)	50	-	-	-	-	0.0%
Sheriff (Animal Control)	120,589	119,432	99,284	127,251	27,967	28.2%
Sheriff (Court Security)	61,267	64,523	71,705	70,329	(1,376)	-1.9%
Sheriff (Detention)	1,117,108	1,099,335	1,049,195	1,049,038	(157)	0.0%
Sheriff (Emergency Management)	352,962	378,442	303,673	254,570	(49,103)	-16.2%
Sheriff (Investigations)	174,947	166,586	141,706	155,470	13,764	9.7%
Sheriff (Patrol)	754,074	647,608	595,954	656,034	60,080	10.1%
Transportation (Administration)	55,695	57,504	49,701	59,997	10,296	20.7%
Transportation (Mt. Express)	72,556	67,867	62,455	68,488	6,033	9.7%
Tourism	81,356	102,131	59,750	85,000	25,250	42.3%
Veterans Services	65,589	63,632	50,180	52,107	1,927	3.8%

ARCHULETA COUNTY
COMPARATIVE BUDGET CHANGES 2011-2014
GENERAL FUND BUDGET SUMMARY BY DEPARTMENT

DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 PROPOSED BUDGET	Inc/(Dec) Projected 2013 to Proposed 2014	% Inc /-Dec Projected 2013 to Proposed 2014
Weed & Pest	112,815	104,722	99,765	104,043	4,278	4.3%
Fleet	-	-	-	-	-	0.0%
Transfer to Airport Fund	-	-	-	499,857		
Transfer to Solid Waste Fund	-	58,000	-	-	-	0.0%
Transfer to Dispatch Fund	300,108	300,108	316,200	161,343	(154,857)	-49.0%
Transfer to Fleet Fund	175,874	-	-	378,560	378,560	0.0%
Transfer to Conservation Trust Fund	-	-	-	2,403	2,403	
Debt Costs	352,909	27,470	-	-	-	0.0%
Pass Thru Forest Res Secure Rural	469,544	415,648	-	404,890	404,890	0.0%
TOTAL OPERATING EXPENDITURE	**9,481,421**	**8,588,528**	**8,147,118**	**9,245,541**	1,098,423	13.5%
Excess (Deficiency) of Revenues Over Expenditures	2,371,135	2,376,193	2,058,264	331,880	(1,726,384)	-83.9%
OTHER (SOURCES)/USES:						
Capital Outlay	104,579	109,886	-	323,182	323,182	0.0%
General Fund - 1A	322,798	125,030	188,327	-	(188,327)	-100.0%
TOTAL EXPENDITURES & OTHER	**9,908,798**	**8,823,444**	**8,335,445**	**9,568,723**	1,233,278	14.8%
Increase/(Decrease) in Fund Balance	1,943,758	2,141,277	1,869,937	8,698	(1,861,239)	-99.5%
BEGINNING FUND BALANCE	3,409,926	5,353,684	7,188,344	9,058,281	1,869,937	26.0%
Prior Period Adjustment		(306,617)		(1,085,774)		
ENDING FUND BALANCE:						
Nonspendable	80,339	5,347	5,347	5,347	-	0.0%
Committed for 1A	970,527	1,167,843	1,168,379	-	(1,168,379)	-100.0%
Restricted TABOR Reserve	347,000	304,589	339,423	343,591	4,168	1.2%
Committed for Working Capital	**2,370,355**	**2,147,132**	**2,036,780**	**2,210,163**	**173,383**	**8.5%**
Unassigned	1,585,463	3,563,433	5,508,353	5,422,104	(86,249)	-1.6%
ENDING FUND BALANCE	**$ 5,353,684**	**$ 7,188,344**	**$ 9,058,281**	**$ 7,981,205**	(1,077,076)	-11.9%

ARCHULETA COUNTY
COMPARATIVE BUDGET CHANGES 2011-2014
GENERAL FUND REVENUE

A/C NO.	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 PROPOSED BUDGET	Inc/(Dec) Projected 2013 to Proposed 2014	% Inc /- Dec Projected 2013 to Proposed 2014
	TAXES						
100-3.0000.3111	Property Tax	$ 5,202,019	$ 4,847,439	$ 4,564,291	$ 4,216,117	(348,174)	-7.63%
100-3.0000.3112	Delinquent Tax	12,301	28,068	12,466	-	(12,466)	-100.00%
100-3.0000.3113	Senior Exemption Proper	2,092	2,296	58,329	-	(58,329)	-100.00%
100-3.0000.3115	Abatements	(38,672)	(38,987)	(12,686)	-	12,686	-100.00%
100-3.0000.3120	Specific Ownership Tax	368,398	338,173	376,226	320,000	(56,226)	-14.94%
100-3.0000.3181	Severance Tax	32,037	34,860	35,114	35,000	(114)	-0.32%
100-3.0000.3191	Current Tax Interest	32,370	20,204	17,452	-	(17,452)	-100.00%
100-3.0000.3193	Sales Tax	1,583,408	1,585,374	1,391,127	1,662,504	271,377	19.51%
100-3.0000.3195	Del Tax - Penalties & I	2,551	4,384	1,741	-	(1,741)	-100.00%
100-3.5212.3140	Lodging Tax	83,068	85,973	61,409	85,000	23,591	38.42%
100-3.5216.3111	Property Tax	515,756	15	528	-	(528)	-100.00%
100-3.5216.3112	Delinquent Tax	1,416	847	-	-	-	0.00%
100-3.5216.3115	Abatements	(2,535)	(1,128)	(27)	-	27	-100.00%
100-3.5216.3191	Current Tax Interest	6	-	-	-	-	0.00%
100-3.5216.3195	Del Tax - Penalties & I	156	512	46	-	(46)	-100.00%
100-3.5502.3154	Fuel Tax	17,826	-	-	-	-	0.00%
	Subtotal - Taxes	7,812,197	6,908,030	6,506,016	6,318,621	(187,395)	-2.88%
	LICENSE/PERMITS/FEES						
100-3.0000.3243	Alcoholic Beverages	5,515	8,820	8,538	13,000	4,462	52.26%
100-3.0000.3247	Medical Marijuana License	-	-	17,000	12,000		
100-3.0000.3395	Impact Fees From Town of PS	-	-	-	66,557		
100-3.4154.3210	Motor Vehicle Charges	136,216	147,281	156,323	155,000	(1,323)	-0.85%
100-3.4230.3223	Correction Facility Fee	-	-	3,229	3,000	(229)	-7.09%
100-3.4230.3225	Jail Booking Fees	6,163	5,544	7,440	6,000	(1,440)	-19.35%
100-3.4230.3250	Long Distance Fees	5,874	7,872	3,325	3,000	(325)	-9.77%
100-3.4340.3221	Building Permits	142,850	156,746	188,080	185,000	(3,080)	-1.64%
100-3.5220.3244	Kid's Rodeo-Entry Fees	-	1,130	858	800	(58)	-6.76%
100.3.5220.3245	Fair Gate Entry Fee	-	-	11,741	18,700		
100.3.5220.3246	Beer Sales	-	-	6,963	-		
100-3.5220.3274	Park & Recreation Fees	-	-	2,614	2,600	(14)	-0.54%
	Subtotal - License/Permits/Fees	296,618	327,393	406,111	465,657	59,546	14.66%
	INTERGOVERNMENTAL						
100-3.0000.3320	Federal Rev - Mineral L	10,539	12,908	10,579	10,000	(579)	-5.47%
100-3.0000.3330	Federal Payment in Lieu	958,946	1,028,900	1,064,992	700,000	(364,992)	-34.27%
100-3.4150.3340	DOLA Grant	31,440	-	-	-	-	0.00%
100-3.4154.3356	Tobacco Tax	5,626	4,580	5,440	5,000	(440)	-8.09%
100-3.4195.3341	State Grant Operating	600	3,600	1,000	-	(1,000)	-100.00%
100-3.4212.3310	Vale Grant	13,145	3,000	-	-	-	0.00%
100-3.4212.3350	DHS Fraud Contract	14,233	13,789	6,016	15,000	8,984	149.34%
100-3.4213.3340	State Grant	-	2,906	-	-	-	0.00%
100-3.4230.3311	JAG Capital Grant Finger Print Machine	-	18,994	-	-	-	0.00%
100-3.4230.3312	JAG Capital Grant Control Panel	-	32,117	-	2,500	2,500	0.00%
100-3.4250.3341	State Grant Operating C	102,809	60,513	32,035	68,964	36,929	115.28%
100-3.4291.3311	Federal Grants- EMPG Op	52,300	52,300	49,580	55,300	5,720	11.54%
100-3.4291.3321	EMPG - FMAP PDM Plan	11,143	1,287	-	-	-	0.00%
100-3.4291.3331	FEMA Capital Project	-	58,973	-	-	-	0.00%
100-3.4291.3361	COSAR Operating Grant	5,775	11,150	8,516	5,000	(3,516)	-41.29%
100-3.4522.3312	Federal Grants- AAA Gra	53,530	47,092	35,907	-	(35,907)	-100.00%

ARCHULETA COUNTY
COMPARATIVE BUDGET CHANGES 2011-2014
GENERAL FUND REVENUE

A/C NO.	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 PROPOSED BUDGET	Inc/(Dec) Projected 2013 to Proposed 2014	% Inc /- Dec Projected 2013 to Proposed 2014
100-3.4522.3340	State Grant Operating	52,992	33,672	46,425	-	(46,425)	-100.00%
100-3.4522.3341	State Grant Operating -	-	-	-	-	-	0.00%
100-3.4522.3345	Daniels Fund Grant	15,000	-	-	-	-	0.00%
100-3.4522.3350	Program Contract with D	-	2,000	-	-	-	0.00%
100-3.4650.3312	Federal Grants- Trans C	20,257	23,731	-	-	-	0.00%
100-3.4650.3315	CDOT Capital Grant	-	-	-	-	-	0.00%
100-3.4650.3350	Mtn Express Contract w/	1,240	936	-	-	-	0.00%
100-3.4659.3312	Federal Grants - Trans	15,452	-	-	-	-	0.00%
100-3.4659.3315	State Grant Operating	-	15,451	-	-	-	0.00%
100-3.5216.3322	Fed Grant (EOC Renov/DO	5,315	3,859	-	-	-	0.00%
100-3.5216.3341	State Grant Operating	-	-	-	-	-	0.00%
100-3.5222.3380	Community Service Reven	7,395	8,135	7,920	7,000	(920)	-11.62%
100-3.5502.3313	Federal Grants FAA Capi	-	-	-	-	-	0.00%
100-3.5502.3343	State Grants Capital	10,359	-	-	-	-	0.00%
100-3.7001.3331	Forest Res Secure Rural Pass Thru	469,544	415,648	-	404,890	404,890	0.00%
	Subtotal - Intergovernmental	1,857,640	1,855,541	1,268,410	1,273,654	5,244	0.41%
	CHARGES FOR SERVICES						
100-3.4110.3419	GF Admin Fee Revenue	21,409	-	-	-	-	0.00%
100-3.4120.3419	GF Admin Fee Revenue	24,955	8,047	7,758	7,896	138	1.78%
100-3.4120.3410	County Attorney Chgs for Services	-	-	1,000	-		
100-3.4122.3419	GF Admin Fee Revenue	13,689	24,306	26,182	29,121	2,939	11.23%
100-3.4132.3411	Court Costs, Fees & Cha	7,109	8,236	4,227	4,000	(227)	-5.37%
100-3.4132.3419	GF Admin Fee Revenue	28,044	68,316	69,086	70,000	914	1.32%
100-3.4140.3410	Elections Charges	474	5,129	19,645	400	(19,245)	-97.96%
100-3.4140.3420	Election Cost Reimbursement	16,587	125	6,377	7,312	935	14.66%
100-3.4150.3419	Admin Fee Revenue	44,602	109,102	112,751	141,965	29,214	25.91%
100-3.4151.3410	Assessor Charges for Se	10,331	8,551	6,338	8,500	2,162	34.11%
100-3.4154.3410	Clerks Charges for Serv	38,688	31,168	24,719	30,000	5,281	21.36%
100-3.4154.3412	E-Recording	31,695	37,048	34,655	36,000	1,345	3.88%
100-3.4154.3414	Reception Legal Document	198,993	220,602	199,956	225,000	25,044	12.52%
100-3.4156.3410	Treasury Fees	719,505	612,791	555,575	454,570	(101,005)	-18.18%
100-3.4156.3420	Treas. Charges for Serv	81,064	84,561	83,802	80,000	(3,802)	-4.54%
100-3.4156.3450	Treas. Deed Revenue	543	19,546	17,092	20,000	2,908	17.01%
100.3.4159.3410	Public Trustee Charges for Services	-	-	141,135	-	(141,135)	-100.00%
100-3.4159.3412	Revenue Earned from PT	47,797	43,715	35,941	14,000	(21,941)	-61.05%
100-3.4194.3419	Administrative Fee	8,040	53,195	31,732	54,679	22,947	72.32%
100-3.4210.3420	Sheriff Charges for Ser	31,088	29,248	27,768	25,000	(2,768)	-9.97%
100-3.4210.3450	Fingerprint Charges	2,519	3,501	2,600	2,500	(100)	-3.85%
100-3.4212.3420	Sheriff Investigations	3,145	2,730	7,101	-	(7,101)	-100.00%
100-3.4216.3420	Animal Control Charges	1,505	1,505	1,519	1,500	(19)	-1.25%
100-3.4230.3420	Jail Bond Fees	2,292	1,898	2,898	3,000	102	3.52%
100-3.4235.3450	Alternative Sentencing	-	-	-	-	-	0.00%
100-3.4295.3410	IT/GIS Charges	18	549	-	-	-	0.00%
100-3.4295.3419	GF Admin Fee Revenue	5,369	115,666	130,443	101,161	(29,282)	-22.45%
100-3.4317.3410	Weed & Pest Charges	19,890	19,145	18,250	23,000	4,750	26.03%
100-3.4340.3410	Building Charges	32	750	-	-	-	0.00%
100-3.4341.3410	Planning Charges	22,601	18,464	29,799	26,585	(3,214)	-10.79%
100-3.4522.3410	Senior Charges	38,145	42,123	27,089	-	(27,089)	-100.00%
100-3.4522.3411	Nutrition Chgs	19,200	25,340	29,346	-	(29,346)	-100.00%
100-3.4650.3410	MT Express Charges	1,477	3,080	5,988	4,500	(1,488)	-24.85%
100-3.4659.3410	Transportation Admin Ch	-	-	-	-	-	0.00%

ARCHULETA COUNTY
COMPARATIVE BUDGET CHANGES 2011-2014
GENERAL FUND REVENUE

A/C NO.	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 PROPOSED BUDGET	Inc/(Dec) Projected 2013 to Proposed 2014	% Inc /- Dec Projected 2013 to Proposed 2014
100-3.4955.3410	Fleet Chgs for Services	-	-	-	-	-	0.00%
100-3.5220.3410	Charges for Services	3,770	17,106	-	-	-	0.00%
100-3.5226.3410	Charges for Services	11,168	6,093	5,828	10,000	4,172	71.59%
100-3.5502.3412	Fuel Flow	10,221	-	-	-	-	0.00%
100-3.5502.3414	Airport Fees	9,935	-	-	-	-	0.00%
	Subtotal - Charges for Services	1,475,900	1,621,636	1,666,600	1,380,689	(285,911)	-17.16%
	FINES/FOREFEITURES						
100-3.4132.3515	Fines, Forfeitures & Pe	250	-	-	-	-	0.00%
100.3.4213.3650	Fines, Forfeitures & Pe	-	130	-	-		
100-3.4150.3553	Employee Medical Contri	2,342	-	-	-	-	0.00%
100-3.5605.3555	EBT Insurance/Provider R	10,491	-	-	-	-	0.00%
	Subtotal - Fines/Forefeitures	13,083	130	-	-	-	0.00%
	INVESTMENTS						
100-3.0000.3610	Interest Revenue	-	-	-	-	-	0.00%
100-3.4156.3610	Interest Revenue	64,319	41,122	59,894	54,000	(5,894)	-9.84%
100-3.5220.3610	Interest Revenue	89	-	-	-	-	0.00%
100-3.5223.3610	Interest Revenue	2	-	1	-	(1)	-100.00%
100-3.5224.3610	Interest Revenue	3	18	10	-	(10)	-100.00%
100-3.5226.3610	Interest Revenue	3	-	-	-	-	0.00%
	Subtotal - Investments	64,416	41,140	59,905	54,000	(5,905)	-9.86%
	RENTS, LEASES & ROYALITIES						
100-3.4132.3821	Hwy 84 Rent- Restricted	2,925	-	-	-	-	0.00%
100-3.4610.3820	Rents & Royalties	7,793	4,887	3,846	2,000	(1,846)	-48.00%
100-3.5502.3822	Land Lease	53,956	-	-	-	-	0.00%
100-3.5502.3823	FBO Rent	12,000	-	-	-	-	0.00%
100-3.5502.3824	Hangar Rent	6,400	-	-	-	-	0.00%
	Subtotal - Rents, Leases & Royality	83,074	4,887	3,846	2,000	(1,846)	-48.00%
	CONTRIBUTIONS & DONATIONS						
100.3.4212.4030	Donations and Contributions	-	250	-	-		
100-3.4213.4015	Grants	-	8,600	-	-	-	0.00%
100-3.4291.4020	Search & Rescue Donation	-	1,000	-	-	-	0.00%
100-3.4122.4040	Contributions & Donatio	-	-	-	-	-	0.00%
100-3.4179.4040	Employee Medical Contri	3,803	3,657	-	-	-	0.00%
100-3.4522.4040	Contributions & Donation	18,121	16,890	13,498	-	(13,498)	-100.00%
100-3.4650.4040	Contributions & Donation	21,919	20,000	20,000	20,000	-	0.00%
100-3.5220.4040	Contributions & Donation	17,152	8,355	10,712	7,000	(3,712)	-34.65%
100-3.5502.4040	Contributions & Donation	-	-	-	-	-	0.00%
100-3.5503.4040	Contributions & Donation	-	-	-	-	-	0.00%
100-3.5220.4043	Ranch Rodeo- Donations	-	560	-	2,000	2,000	0.00%
100-3.5220.4044	Kids Rodeo-Donations	-	1,190	1,030	2,000	970	94.17%
	Subtotal - Contributions & Donatio	60,995	60,502	45,240	31,000	(14,240)	-31.48%
	REIMBURSEMENTS & FORFEITURES						
100-3.4291.4502	CO State Forest Service	45,514	-	28,914	-	(28,914)	-100.00%
100-3.4955.4522	Insurance Reimbursement	-	553	-	-	-	0.00%
100-3.5502.4522	Insurance Reimbursement	54,527	-	-	-	-	0.00%
100-3.0000.4550	CCOERA Forfeiture	14,125	24,332	5,052	-	(5,052)	-100.00%
100.3.5502.4550	Expense Reimbursement	-	-	-	-		
100-3.4120.4550	Refund of Expenditures	159	94	153	-	(153)	-100.00%
100-3.4122.4550	Refund of Expenditures	154	8	-	-	-	0.00%

ARCHULETA COUNTY
COMPARATIVE BUDGET CHANGES 2011-2014
GENERAL FUND REVENUE

A/C NO.	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 PROPOSED BUDGET	Inc/(Dec) Projected 2013 to Proposed 2014	% Inc /- Dec Projected 2013 to Proposed 2014
100-3.4156.4550	Refund of Expenditures	-	955	2,378	-	(2,378)	-100.00%
100-3.4212.4550	Refund of Expenditures	-	-	-	-	-	0.00%
100-3.4230.4550	Refund of Expenditures	7,614	-	674	-	(674)	-100.00%
100-3.4291.4550	Refund of Expenditures	11,325	13,286	23,342	15,000	(8,342)	-35.74%
100-3.4295.4550	Refund of Expenditures	60	10,520	49	-	(49)	-100.00%
100-3.4650.4550	Refund of Expenditures	-	-	-	-	-	0.00%
100-3.4230.4560	Reimbursement Inmate Me	-	-	214	500	286	133.64%
	Subtotal - Reimbursements	133,478	49,748	60,776	15,500	(45,276)	-74.50%
	MISCELLANEOUS REVENUE						
100-3.4210.5521	Property Seizure Sales	6,580	764	4,000	5,800	1,800	45.00%
100.3.4212.5550	Misc. Revenue & Refunds	-	1,498	-	-	-	0.00%
100-3.0000.5550	Misc Revenue & Refunds	(3,477)	28	15,574	-	(15,574)	-100.00%
100-3.4110.5550	Misc Revenue & Refunds	14,937	26	55	-	(55)	-100.00%
100-3.4132.5550	Misc Revenue & Refunds	3,267	4,596	4,154	-	(4,154)	-100.00%
100-3.4150.5550	Misc Revenue & Refunds	851	3,676	1,741	-	(1,741)	-100.00%
100-3.4154.5550	Misc Revenue & Refunds	3,825	(22)	-	-	-	0.00%
100-3.4194.5550	Misc Revenue & Refunds	5	-	4	-	(4)	-100.00%
100-3.4195.5550	Veterans Misc Rev & Ref	-	-	-	-	-	0.00%
100-3.4213.5550	Misc Revenue & Refunds	400	-	2,874	-	(2,874)	-100.00%
100-3.4522.5550	Misc Revenue & Refunds	97	472	11,566	-	(11,566)	-100.00%
100-3.5223.5550	Misc Revenue & Refunds	-	-	530	-		
100-3.4610.5550	Misc Rev & Refunds	1,127	2,879	902	14,000	13,098	1452.11%
100-3.4659.5550	Misc Revenue & Refunds	367	250	-	-	-	0.00%
100-3.4522.5551	Nutrition Misc Rev & Re	-	-	1,446	-	(1,446)	-100.00%
100-3.4230.5560	Security Revenue	9,693	16,341	11,568	10,000	(1,568)	-13.55%
100-3.4154.5590	Petty Cash Deposits Pas	15,020	2,738	12,102	-	(12,102)	-100.00%
100-3.4210.5590	Sheriff Misc Rev & Refu	718	65	4,670	5,000	330	7.07%
100-3.5220.5590	Misc Rev & Refunds	-	114	1,778	-	(1,778)	-100.00%
100-3.5223.5590	Jail Commissary Sales	1,293	4,289	104,887	-	(104,887)	-100.00%
100.3.5220.5525	Fair Retail Sales Revenue	-	-	-	1,500		
100-3.5502.5590	Airport Misc Revenue &	448	-	-	-	-	0.00%
100-3.4955.9050	Sale of Assets	-	-	-	-	-	0.00%
100-3.4955.9290	Capital Lease Proceeds	-	-	-	-	-	0.00%
100-3.0000.991X	Transfers In	-	58,000	10,627	-	(10,627)	-100.00%
	Subtotal - Miscellaneous	55,151	95,714	188,478	36,300	(152,178)	-80.74%
	Total General Fund Revenue	**$11,852,552**	**$10,964,721**	**$ 10,205,382**	**$ 9,577,421**	(627,961)	-6.15%

AIRPORT - 5502

		2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES							
100-3.5502.3154	Fuel Tax	$ 17,826	$ -	$ -	$ -	-	0.00%
100-3.5502.3313	Federal Grants FAA Capital	-	-	-	-	-	0.00%
100-3.5502.3343	State Grants Capital	10,359	-	-	-	-	0.00%
100-3.5502.3412	Fuel Flow	10,221	-	-	-	-	0.00%
100-3.5502.3414	Airport Fees	9,935	-	-	-	-	0.00%
100-3.5502.3822	Land Lease	53,956	-	-	-	-	0.00%
100-3.5502.3823	FBO Rent	12,000	-	-	-	-	0.00%
100-3.5502.3824	Hangar Rent	6,400	-	-	-	-	0.00%
100-3.5502.4522	Insurance Reimbursement	54,527	-	-	-	-	0.00%
100-3.5502.4550	Expense Reimbursement	-	-	-	-	-	0.00%
100-3.5502.5590	Airport Misc Revenue &	448	-	-	-	-	0.00%
100-3.5502.4040	Contributions & Donatio	-	-	-	-	-	0.00%
	TOTAL REVENUES	**175,672**	**-**	**-**	**-**	-	0.00%
EXPENDITURES							
SALARIES & WAGES:							
FTEs		***2.00***	**-**	**-**	**-**	-	0.00%
100-4.5502.1101	Wages - Regular	96,377	-	-	-	-	0.00%
100-4.5502.1102	Wages - OT	-	-	-	-	-	0.00%
100-4.5502.1103	Wages - Part Time	-	-	-	-	-	0.00%
	Total Salaries & Wages Cost	**96,377**	**-**	**-**	**-**	-	0.00%
BENEFITS:							
100-4.5502.1201	FICA/Medicare	7,404	-	-	-	-	0.00%
100-4.5502.1202	Retirement Plan	3,874	-	-	-	-	0.00%
100-4.5502.1203	Workman's Comp	5,840	-	-	-	-	0.00%
100-4.5502.1204	Unemployment Insurance	291	-	-	-	-	0.00%
100-4.5502.1205	Medical / Dental Insura	129	-	-	-	-	0.00%
	Total Benefits Costs	**17,538**	**-**	**-**	**-**	-	0.00%
	Total Personnel Costs	**113,915**	**-**	**-**	**-**	-	0.00%
OPERATIONS:							
100-4.5502.3209	Other Professional Serv	1,038	-	-	-	-	0.00%
100-4.5502.4110	Water & Sewer Services	298	-	-	-	-	0.00%
100-4.5502.4111	Disposal Services	1,013	-	-	-	-	0.00%
100-4.5502.4112	Electric	6,810	-	-	-	-	0.00%
100-4.5502.4113	Gas	2,690	-	-	-	-	0.00%
100-4.5502.4301	Building/Structures-R&M	22,132	-	-	-	-	0.00%
100-4.5502.4305	Equipment-R&M	12,137	-	-	-	-	0.00%
100-4.5502.4306	Roads/Pavement	229	-	-	-	-	0.00%
100-4.5502.4308	Snow Removal	31,790	-	-	-	-	0.00%
100-4.5502.4309	Other Maintenance & Rep	17,423	-	-	-	-	0.00%
100-4.5502.4310	Agricultural/Landscapin	2,700	-	-	-	-	0.00%
100-4.5502.4318	Building Materials - R&	(31)	-	-	-	-	0.00%
100-4.5502.4367	Other Maintenance & Rep	20	-	-	-	-	0.00%
100-4.5502.4415	Machinery & Equipment-R	304	-	-	-	-	0.00%
100-4.5502.4416	Rents	2,500	-	-	-	-	0.00%
100-4.5502.5203	Other Insurance	5,168	-	-	-	-	0.00%
100-4.5502.5302	Postage	60	-	-	-	-	0.00%
100-4.5502.5303	Telephone	2,811	-	-	-	-	0.00%
100-4.5502.5304	Other Communications	1,385	-	-	-	-	0.00%
100-4.5502.5401	Advertising/Publishing	3,500	-	-	-	-	0.00%

		2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
100-4.5502.5803	Training and Education	413	-	-	-	-	0.00%
100-4.5502.5804	Travel Costs	432	-	-	-	-	0.00%
100-4.5502.5910	Permits and Fees	800	-	-	-	-	0.00%
100-4.5502.6117	Janitorial Supplies	292	-	-	-	-	0.00%
100-4.5502.6121	Office Supplies	2,084	-	-	-	-	0.00%
100-4.5502.6124	Small Tools & Equipment	220	-	-	-	-	0.00%
100-4.5502.6125	Uniforms	422	-	-	-	-	0.00%
100-4.5502.6126	Other Operating Supplie	5,277	-	-	-	-	0.00%
100-4.5502.6128	Fuel	5,458	-	-	-	-	0.00%
100-4.5502.6265	Paint	410	-	-	-	-	0.00%
100-4.5502.6266	Street Maintenance Mate	-	-	-	-	-	0.00%
100-4.5502.6364	Fleet Charges	4,402	-	-	-	-	0.00%
100-4.5502.6405	Dues & Subscriptions	456	-	-	-	-	0.00%
100-4.5502.6408	Other Services	-	-	-	-	-	0.00%
100-4.5503.xxxx	Mtn Airshow Exp - Various	7,463	-	-	-	-	0.00%
100-4.5502.7452	Contractual Constructio	4,947	-	-	-	-	0.00%
	Total Operations Costs	**147,053**	**-**	**-**	**-**	-	0.00%
	TOTAL EXPENDITURES	**260,968**	**-**	**-**	**-**	-	0.00%
CAPITAL OUTLAY:							
100-4.5502.8505	Capital Outlay- Vehicle	-	-	-	-	-	0.00%
100-4.5502.8510	Capital Outlay- Eqiup& Runway	45,900	-	-	-	-	0.00%
100-4.5502.8515	Capital Outlay-Improvements	-	-	-	-		
	Total Capital Outlay	**45,900**	**-**	**-**	**-**	-	0.00%
DEBT EXPENDITURES:							
100-4.5502.9200	Principal	301,668	-	-	-	-	0.00%
100-4.5502.9201	Interest	51,241	-	-	-	-	0.00%
	Total Debt Expenditures	**352,909**	**-**	**-**	**-**	-	0.00%
TOTAL EXPENDITURES & OTHER USES		**659,777**	**-**	**-**	**-**	-	0.00%
REVENUE OVER/(UNDER) EXPENDITURES		**(484,105)**	**-**	**-**	**-**	-	0.00%

BOARD OF COUNTY COMMISISONERS

Description

The Board of County Commissioners is the governing board for the unincorporated areas of Archuleta County. The Board of County Commissioners is a three-member Board elected at-large by Archuleta County voters. Three Commissioner Districts have been set by the Board of County Commissioners and are based on population according to the latest Census. Each Commissioner must live in their District but are elected by all voters (at-large). Through various departments, the Commissioners are responsible for the efficient delivery of general governmental services to the citizens of Archuleta County.

Core Services

- Supervise the County Administrator and County Attorney in the execution of the specified services for those positions.
- Coordinate with the other Elected Officials as specified by state statute regarding the efficient operation and delivery of governmental services.
- Determining policy direction and directives for the general management and operation of County services.
- Act as the County Board of Equalization, the County Liquor Board, and the County Board of Adjustments.
- Adopt a balanced budget within specified state guidelines.
- Certify the County levy and levy all taxes.

2013 Accomplishments

- Continued implementation of the reserve policy for the General Fund.
- Continued to strengthen relationships with the Southern Ute and Jicarilla Apache Indian Nations.
- Continued Secure Rural Schools funding to the Archuleta County School District.
- Execution of the Piedra Road re-surfacing construction.
- Continued development of the Cloman Community Park.
- Explored various opportunities and organizational improvements to provide better customer service, information and access to the citizens of the community that were included in the 2013 Budget.
- Adopted Policy and Procedures for the County's organizational structure.
- Adopted the Archuleta County Strategic Plan.
- Adopted Ordinance No. 11-2013 pertaining to the operations of certain Medical Marijuana Operations; repealing Ordinance No. 2010-38.
- Adopted a 2014 Budget where expenses do not exceed revenues and include the creation of a $500,000 capital budget.
- Adopted Performance Measures for each department with the adoption of the 2014 Budget.

2014 Goals

- Further exploration of geothermal activities that would enhance economic viability of the community.
- Participation in the development of the Master Plan for Chimney Rock National Monument.
- Further development of the Cloman Community Park.

- Execution of the construction of the Pinon Causeway to Harman Hill segment of the Town to Lakes Trail.
- Continued policy and decision making based on the Archuleta County 5- Year Strategic Plan.
- Continued review and decision making based on the Archuleta County Performance Measures.

Archuleta County Performance Measures

The Archuleta County Board of County Commissioners is committed to improving public services to its residents in an effective and efficient manner as possible. Performance measurement and management are important tools to achieve this objective, enhancing accountability, transparency and efficiency.

The use of performance measures is being driven by the Board of County Commissioners and management's interest in:

- Make programs more efficient
- Better explain to the public what it's paying for
- Improve results, and be able to show it
- Look at our services with the eyes of a citizen
- Relentlessly find and implement efficiencies
- Focus on the community's needs and priorities.

In preparation of the 2014 Budget the Board of County Commissioners instructed Officials and managers to develop and implement three performance indicators to measure, monitor and report results. The performance indicators will be discussed and reviewed during the budget meetings for alignment with the Boards goals of transparency, efficiency, and accountability.

The Board of County Commissioners will continue to communicate to Officials, management, and employees at all levels the County's commitment to improving results through evidence-based decision making, continuous organizational learning, and a focus on accountability for performance.

Key Performance Measures

- Assure that all Colorado State Constitution provisions and Colorado Revised Statutes are being followed on a continual basis.
- Review, update, and approve the Archuleta County Strategic Plan on an annual basis.
- Review, adjust, and approve annual budgets by December 15th each year.
- Assure that existing policies and procedures are reviewed, adjusted if required, and approved, on an annual basis.
- Review and adjust the County Compensation Plan on an annual basis.
- Interface with the public, and maintain communications to assure that the public is a viable part of county governance, and knowledgeable of County operations, Strategic Plans and Annual Budget.

BOARD OF COUNTY COMMISSIONERS - 4110

		2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES							
100-3.4110.3419	GF Admin Fee Revenue	$ 21,409	$ -	$ -	$ -	-	0.00%
100-3.4110.5550	Misc. Revenue & Refunds	14,937	26	55	-	(26)	-100.00%
	TOTAL REVENUES	**36,346**	**26**	**55**	**-**	(55)	-100.00%
EXPENDITURES							
SALARIES & WAGES:							
FTEs		***3.00***	***3.00***	***3.00***	***3.00***	-	0.00%
100-4.4110.1101	Wages - Regular	176,464	175,500	168,750	175,500	(6,750)	-3.85%
	Total Salaries & Wages Cost	**176,464**	**175,500**	**168,750**	**175,500**	6,750	4.00%
BENEFITS:							
100-4.4110.1201	FICA/Medicare	12,949	13,085	13,085	13,426	-	0.00%
100-4.4110.1202	Retirement Plan	7,020	7,020	7,020	7,020	-	0.00%
100-4.4110.1203	Workman's Comp	637	533	547	509	14	2.63%
100-4.4110.1204	Unemployment Insurance	7	-	-	-	-	0.00%
100-4.4110.1205	Medical / Dental Insura	13,097	11,009	11,784	13,976	775	7.04%
	Total Benefits Costs	**33,710**	**31,647**	**32,436**	**34,931**	2,495	7.69%
	Total Personnel Costs	**210,174**	**207,147**	**201,186**	**210,431**	9,245	4.60%
OPERATIONS:							
100-4.4110.5302	Postage	56	7	11	10	4	57.14%
100-4.4110.5303	Telephone	469	513	499	450	(14)	-2.73%
100-4.4110.5401	Advertising/Publishing	-	-	34	1,000	34	0.00%
100-4.4110.5802	Meals & Entertainment	696	556	752	1,000	196	35.25%
100-4.4110.5803	Training & Education	2,833	3,659	2,944	3,659	(715)	-19.54%
100-4.4110.5804	Travel Costs	126	602	1,835	1,500	1,233	204.82%
100-4.4110.6121	Office Supplies	748	360	47	100	(313)	-86.94%
100-4.4110.6361	Fuel Charges	-	50	-	-	(50)	-100.00%
100-4.4110.6364	Fleet Charges	-	-	238	-	238	0.00%
100-4.4110.6405	Dues-Colorado Counties,	11,704	11,704	11,704	12,602	-	0.00%
100-4.4110.6407	Dues-National Assoc Cou	400	400	850	400	450	112.50%
100-4.4110.6409	Dues-Pagosa Chamber Com	659	695	695	695	-	0.00%
100-4.4110.6415	Dues-PLPOA	600	400	440	440	40	10.00%
100-4.4110.6416	Dues-SWCCOG	953	1,728	3,457	15,500	1,729	100.06%
100-4.4110.6417	Dues-Club 20	700	900	900	900	-	0.00%
100-4.4110.6419	Dues-MSEC	4,600	4,700	4,800	-	100	2.13%
100-4.4110.6602	San Juan Basin Health D	118,412	103,358	133,412	118,412	30,054	29.08%
100-4.4110.6603	Senior Services	-	-	-	145,000	-	0.00%
100-4.4110.6604	Region 9 Economic Devel	2,811	2,642	3,066	3,066	424	16.05%
100-4.4110.6606	SW Reg. Transpor Planni	679	667	-	667	(667)	-100.00%
100-4.4110.6607	Seeds of Learning	-	10,000	-	-	(10,000)	0.00%
100-4.4110.6608	Southwest Mental Health	-	40,000	40,000	-	-	0.00%
100-4.4110.6609	Geothermal Resource Dev	15,000	-	74,000	200,000	74,000	0.00%
100-4.4110.6610	Pagosa Springs CDC	39,500	35,000	-	-	(35,000)	-100.00%
100-4.4110.6615	TARA Community Center	-	-	800	1,000	800	0.00%
100-4.4110.6620	Wi- Fi Grant Region 9 w	-	-	18,060	-	18,060	0.00%
100-4.4110.6650	Unallocated Non-Profits	-	-	26,200	30,000	26,200	0.00%
100-4.4110.7011	Rebates, Awards & Indem	41,216	5,000	-	5,000	(5,000)	-100.00%
100-4.4110.7025	Contingency-Fire/Emergency	-	-	-	50,000	-	0.00%
100-4.4110.7055	Misc Expenditures	-	5,000	-	5,000	(5,000)	-100.00%
100-4.4110.7411	Computer Equipment	-	-	2,352	-	2,352	0.00%

	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
100-4.4110.7433 Facilities	-	-	191,472	66,557	191,472	0.00%
Total Operations Costs	**242,162**	**227,941**	**518,568**	**662,958**	144,390	27.84%
TOTAL EXPENDITURES	**452,336**	**435,088**	**719,754**	**873,389**	153,635	21.35%
REVENUE OVER/(UNDER) EXPENDITURES	**(415,990)**	**(435,062)**	**(719,699)**	**(873,389)**	(153,690)	21.35%

BUILDING & GROUNDS

Description

The Building and Grounds Maintenance Department supervises all aspects of construction, building maintenance, and ground maintenance for all county facilities. Building and Grounds oversees subcontractors needed to complete any work connected to county buildings. It is our responsibility to create a better work environment by keeping all facilities in a condition that are acceptable, safe, and comfortable to county employees and visitors alike.

Core Services

- Keep buildings compliant with all local and state regulations.
- Keep buildings safe for all visitors and employees.
- Keep all buildings in the above condition while staying within the Building and Grounds budget.
- Coding all invoices and submitting them to be paid.
- Contacting subcontractors and overseeing the bid process connected with those jobs.
- Oversee all work done in and around courthouse connected with Building and Grounds.

2013 Accomplishments

- Patched and maintained the County Courthouse roof, keeping all leaks under control.
- Repaired and replaced failing air conditioning systems.
- Maintained a good relationship with all county employees while accomplishing our projects.
- New internal control procedure where all work requests are submitted through our website.
- Improved the look of and exterior of the courthouse.
- Completed all work requests for all county buildings in a timely manner.
- Maintained a safe working environment. (We had no injuries associated with our department involving employees or the general public)
- Cleaned and rehabilitated units at Casa for new tenants.
- Worked with 4-H and Extension on County Fair.
- Worked with State on Elevators.
- Worked with all Sub-Contractors.
- Submitted a DOLA grant for a new roof and air conditioning for the Court House

2014 Goals

- Replace Court House roof.
- Replace all Court House air conditioners.
- Continue to complete all projects in a timely manner while keeping a good working relationship with all employees.
- Continue improving the courthouse.
- Maintain a safe working environment.
- Complete all work requests in a timely manner.

Key Performance Measures

- Respond to each maintenance request within 24 hours of receipt, which will be logged and tracked on the County website.
- Pass all State required inspections which include but are not limited to boilers, elevators, backflow valves, generators, fire extinguishers, sprinkler systems and fire alarm systems.
- Maintain a safe and accessible environment for County employees and the public by completing work requests submitted online in a timely manner.

BUILDING & GROUNDS - 4194

		2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES							
100-3.4194.3419	Administrative Fee	$ 8,040	$ 53,195	$ 31,732	$ 54,679	1,484	2.79%
100-3.4194.5550	Misc Revenue & Refunds	5	-	4	-	-	0.00%
	TOTAL REVENUES	**8,045**	**53,195**	**31,736**	**54,679**	22,943	72.29%
EXPENDITURES							
SALARIES & WAGES:							
FTEs		***3.00***	***3.00***	***2.00***	***2.00***	-	0.00%
100-4.4194.1101	Wages - Regular	96,225	95,224	60,537	57,113	(3,424)	-5.66%
	Total Salaries & Wages Cost	**96,225**	**95,224**	**60,537**	**57,113**	(3,424)	-5.66%
BENEFITS:							
100-4.4194.1201	FICA/Medicare	6,839	6,764	4,535	4,369	(166)	-3.66%
100-4.4194.1202	Retirement Plan	3,848	3,828	2,583	2,285	(298)	-11.54%
100-4.4194.1203	Workman's Comp	4,566	4,486	4,601	2,700	(1,901)	-41.32%
100-4.4194.1204	Unemployment Insurance	289	286	72	171	99	137.50%
100-4.4194.1205	Medical / Dental Insura	12,866	13,599	10,140	12,251	2,111	20.82%
	Total Benefits Costs	**28,408**	**28,963**	**21,931**	**21,776**	(155)	-0.71%
	Total Personnel Costs	**124,633**	**124,187**	**82,468**	**78,889**	(3,579)	-4.34%
OPERATIONS:							
100-4.4194.4110	Water & Sewer Services	9,312	10,777	7,609	6,000	(1,609)	-21.15%
100-4.4194.4111	Disposal services	2,686	2,777	3,233	3,000	(233)	-7.21%
100-4.4194.4112	Electric	45,395	50,577	43,703	38,000	(5,703)	-13.05%
100-4.4194.4113	Gas	2,277	3,181	1,316	1,500	184	13.98%
100-4.4194.4116	Geothermal	1,430	-	1,555	2,150	595	38.26%
100-4.4194.4301	Building/Structures-R&M	21,173	20,733	40,821	15,000	(25,821)	-63.25%
100-4.4194.4363	Materials-Repair Buildi	7,994	7,842	10,824	8,700	(2,124)	-19.62%
100-4.4194.5303	Telephone	1,088	964	940	1,000	60	6.38%
100-4.4194.5305	Shipping & Freight	35	9	120	50	(70)	-58.33%
100-4.4194.6117	Janitorial	5,809	4,152	5,020	4,000	(1,020)	-20.32%
100-4.4194.6121	Office Supplies	55	83	3	50	47	1566.67%
100-4.4194.6124	Small Tools & Equipment	284	257	483	200	(283)	-58.59%
100-4.4194.6125	Uniforms	204	250	268	300	32	11.94%
100-4.4194.6126	Other Operating Supplie	290	95	145	200	55	37.93%
100-4.4194.6361	Fuel	1,901	2,415	1,986	2,100	114	5.74%
100-4.4194.6364	Fleet Charges	1,611	677	3,140	1,400	(1,740)	-55.41%
100-4.4194.6401	Advertising/Publishing	-	-	68	-	(68)	-100.00%
	Total Operations Costs	**101,544**	**104,789**	**121,234**	**83,650**	(37,584)	-31.00%
	TOTAL EXPENDITURES	**226,177**	**228,976**	**203,702**	**162,539**	(41,163)	-20.21%
REVENUE OVER/(UNDER) EXPENDITURES		**(218,132)**	**(175,781)**	**(171,966)**	**(107,860)**	64,106	-37.28%

COMMUNITY SERVICE - 5222

	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES						
100-3.5222.3380 Community Service Reven	$ 7,395	$ 8,135	$ 7,920	$ 7,000	(920)	-11.62%
TOTAL REVENUES	**7,395**	**8,135**	**7,920**	**7,000**	(920)	-11.62%
EXPENDITURES						
OPERATIONS:						
100-4.5222.3205 Professional Legal Serv	7,075	8,115	3,980	7,000	3,020	75.88%
100-4.5222.7020 Misc Expenditures	-	(4,505)	4,505	-	(4,505)	-100.00%
TOTAL EXPENDITURES	**7,075**	**3,610**	**8,485**	**7,000**	(1,485)	-17.50%
REVENUE OVER/(UNDER) EXPENDITURES	**320**	**4,525**	**(565)**	**-**	565	-100.00%

COUNTY ADMINISTRATOR

Description

The County Administrator acts as Chief Administrative Officer of the County, reporting directly to the Board of County Commissioners and ensuring the proper administration of affairs of the County. Included within the office of the County Administrator are the administrative functions and support for the Board of County Commissioners.

Core Services

- Managing and supervising all divisional operations of the County, including but not limited to: Public Works, Human Services, Human Resources, Internal Services, Airport, CSU Extension, and general administration.
- Managing all operational and administrative matters within stated policies of the Board of County Commissioners.
- Implementing policies adopted and approved by the Board. Working with departments to ensure consistent application of County policies in the activities and business conducted in all executive and administrative departments. Resolving questions arising from the interpretation of County policies.

2013 Notable Accomplishments

- Presented a timely and unqualified audit opinion for 2013 for a fifth year in a row.
- Completed the re-surfacing of Piedra Road with Public Lands Highway (PLH) funding in the amount of $3.5 million.
- Implemented grant funding from Colorado State Forest Service for tree thinning at Cloman Community Park.
- Began improvements on Cloman Community Park including signage, picnic area, and pavilion.
- Executed an IGA with CDOT for the first phase improvements to the Town to Lakes Trail.
- Continued to assist the Board of County Commissioners in coordination with our federal delegation for continuation of the Payment In Lieu of Taxes (PILT).
- Successfully transferred Casa de los Arcos Administration to the Housing Authority.
- Successfully applied for and awarded DOLA funds in the amount of $200,000 to begin reconstruction of Court House Roof.
- Completed the transformation to an electronic submittal process for Agenda submissions and creation.
- Created and implemented a 5-Year Strategic Plan for Archuleta County which will provide direction for budgeting and policy.
- Completed a reorganization of the County to provide for an improved Span-of-Control for the County Administrator and Directors.
- Worked with Directors, Managers and Elected Officials to create and implement performance measures to allow the County and the Citizens to track progress and accomplishments.
- Presented to the Board of County Commissioners the 2014 Budget for adoption.

2014 Goals

- Implementation of the Commissioner priorities for 2014, including:
  - Increasing financial stability for all funds.
  - Further road improvements and maintenance.
  - Facilitation and coordination of economic development efforts for the community as a whole.
  - Exploring all appropriate opportunities for increasing County revenues.
  - Improving customer services levels with the general public and visitors with a continued emphasis on the new website.
  - Continued implementation and development of the Archuleta County 5-Year Strategic Plan.
  - Continued implementation and development of Performance Measures.
- Presentation to the Commissioners of an unqualified audit submitted for 2013 with no notes or findings.
- To further enhance the Board of County Commissioner meetings with electronic transmission of agenda packets to Commissioners, including a video display of agenda to the public during the BoCC meetings.
- Complete the reconstruction of the Courthouse roof.
- Continue improvements to Cloman Community Park.

Key Performance Measures

- Maintain, and update, the County's Strategic Plan, on an annual basis.
- Assure that the Annual Budget is prepared and presented to the BOCC by October 15th of each year.
- Prepare and review a County Facilities Plan and Capital Plan on an annual basis.
- Explore and recommend to the BOCC a transition plan for the County Transportation system to a Regional Transportation System by end of year 2014.
- Work with each department to assure teambuilding and process mapping is in place, and being followed.
- Develop / implement a County Performance Management Plan by June 2014.

COUNTY ADMINISTRATION - 4132

		2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES							
100-3.4132.3411	Court Costs, Fees & Cha	$ 7,109	$ 8,236	$ 4,227	$ 4,000	(227)	-5.37%
100-3.4132.3419	GF Admin Fee Revenue	28,044	68,316	69,086	70,000	914	1.32%
100-3.4132.3515	Fines, Forfeitures & Pe	250	-	-	-	-	0.00%
100-3.4132.3821	Hwy 84 Rent- Restricted	2,925	-	-	-	-	0.00%
100-3.4132.5550	Misc Revenue & Refunds	3,267	4,596	4,154	-	(4,154)	-100.00%
	TOTAL REVENUES	**41,595**	**81,148**	**77,467**	**74,000**	(3,467)	-4.48%
EXPENDITURES							
SALARIES & WAGES:							
FTEs		***3.50***	***2.00***	***2.00***	***2.00***	-	0.00%
100-4.4132.1101	Wages - Regular	140,649	136,253	101,585	137,109	35,524	34.97%
100-4.4132.1102	Wages - OT	-	-	-	-	-	0.00%
100-4.4132.1103	Wages - Part Time	-	-	-	-	-	0.00%
100-4.4132.1117	Wages - Car Allowance	2,500	2,100	1,292	2,400	1,108	85.76%
	Total Salaries & Wages Cost	**143,149**	**138,353**	**102,877**	**139,509**	36,632	35.61%
BENEFITS:							
100-4.4132.1201	FICA/Medicare	10,646	10,486	7,648	10,489	2,841	37.15%
100-4.4132.1202	Retirement Plan	5,754	5,711	4,189	5,484	1,295	30.91%
100-4.4132.1203	Workman's Comp	637	400	410	398	(12)	-2.93%
100-4.4132.1204	Unemployment Insurance	353	437	105	411	306	291.43%
100-4.4132.1205	Medical / Dental Insura	14,460	12,673	10,393	16,208	5,815	55.95%
	Total Benefits Costs	**31,850**	**29,707**	**22,745**	**32,990**	10,245	45.04%
	Total Personnel Costs	**174,999**	**168,060**	**125,622**	**172,499**	46,877	37.32%
OPERATIONS:							
100-4.4132.3204	Consultants	1,335	2,200	6,633	6,000	(633)	-9.54%
100-4.4132.3209	Other Professional Serv	-	11,000	27,524	-	(27,524)	-100.00%
100-4.4132.4306	Park Ditch Water Spec A	1,238	180	180	1,300	1,120	622.22%
100-4.4132.4315	PLPOA Dues	-	1,000	220	-	(220)	-100.00%
100-4.4132.4413	Furniture/Fixtures/Offi	3,810	392	630	2,000	1,370	217.46%
100-4.4132.4416	Other Rents/Leases	-	3,825	12,495	6,400	(6,095)	-48.78%
100-4.4132.5201	General Liability	25,642	28,140	45,327	42,407	(2,920)	-6.44%
100-4.4132.5302	Postage	562	341	847	700	(147)	-17.36%
100-4.4132.5303	Telephone	2,132	1,923	1,325	1,400	75	5.66%
100-4.4132.5305	Shipping & Freight	-	61	-	60	60	0.00%
100-4.4132.5401	Advertising/Publishing	214	188	1,111	500	(611)	-55.00%
100-4.4132.5504	Printing & Binding	-	229	(52)	-	52	-100.00%
100-4.4132.5802	Meals & Entertainment	287	409	647	500	(147)	-22.72%
100-4.4132.5803	Training & Education	4,311	2,141	1,200	1,600	400	33.33%
100-4.4132.5804	Travel Costs	1,111	180	1,657	1,000	(657)	-39.65%
100-4.4132.5805	Tuition Reimbursement	-	1,000	1,000	3,000	2,000	200.00%
100-4.4132.5910	Permits and Fees	245	-	-	-	-	0.00%
100-4.4132.6119	Medical Costs/Immunizat	158	-	-	-	-	0.00%
100-4.4132.6121	Office Supplies	2,593	2,046	2,293	2,500	207	9.03%
100-4.4132.6126	Other Operating Supplies	-	-	3,111	-	(3,111)	-100.00%
100-4.4132.6251	Purchased Fuel	-	73	72	-	(72)	-100.00%
100-4.4132.6262	Vehicle Care Outside of Fleet	4	-	-	-	-	0.00%
100-4.4132.6267	Other Repair & Maintenance	-	-	904	500	(404)	-44.69%
100-4.4132.6361	Fuel	881	1,548	1,140	1,500	360	31.58%
100-4.4132.6364	Fleet Charges	2,129	6,006	2,883	3,000	117	4.06%
100-4.4132.6405	Dues & Subscriptions	1,159	964	482	1,000	518	107.47%

		2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
100-4.4132.6606	Grants & subsidies	9,852	16,420	9,205	13,200	3,995	43.40%
100-4.4132.7025	Contingency for Operart	-	-	29,151	50,000	20,849	71.52%
100-4.4132.7411	Computer Equipment	-	-	534	-	(534)	-100.00%
	Total Operations Costs	**57,663**	**80,266**	**150,519**	**138,567**	(11,952)	-7.94%
	TOTAL EXPENDITURES	**232,662**	**248,326**	**276,141**	**311,066**	34,925	12.65%
CAPITAL OUTLAY:							
100-4.4132.7201	Land Acquisition	-	-	-	-	-	0.00%
100-4.4132.7220	Equipment Capital Outlay	-	-	-	-	-	0.00%
	Total Capital Outlay	**-**	**-**	**-**	**-**	-	0.00%
TRANSFERS:							
100-4.4132.9992	Transfer to Airport Fund	-	-	-	499,857	499,857	0.00%
100-4.4132.9995	Transfer to Solid Waste	-	-	-	-	-	0.00%
100-4.4132.9996	Transfer to Combined Di	300,108	300,108	316,200	161,343	(154,857)	-48.97%
100-4.4132.9997	Fleet Management	175,874	-	-	378,560	378,560	0.00%
100-4.4132.9998	Transfer to Conservation	-	-	-	2,403	2,403	0.00%
	Total Transfers	**475,982**	**300,108**	**316,200**	**1,042,163**	725,963	229.59%
TOTAL EXPENDITURES & OTHER USES		**708,644**	**548,434**	**592,341**	**1,353,229**	760,888	128.45%
REVENUE OVER/(UNDER) EXPENDITURES		**(667,049)**	**(467,286)**	**(514,874)**	**(1,279,229)**	(764,355)	148.45%

COUNTY ASSESSOR

Description

The Assessor's Office is responsible for discovering, listing, classifying, and valuing all taxable real and personal property and all property granted exemption by the Division of Property Taxation that is located within the county on the assessment date of January 1. These categories are often referred to as the assessment function, § 39-5-101, C.R.S.

The Assessor certifies total values to the Department of Education and the various taxing entities within the county, § 39-5-128, C.R.S. The entities use the data to calculate their property tax rates (mill levies), calculate revenue and spending limitations, and decide whether or not they must ask the electorate for additional funds.

All county real property appraisal staff are required to be Colorado Ad Valorem, Licensed, or Certified appraisers, § 12-61-706(5) (a), C.R.S. The requirements, examination, and licensing are under the administration and supervision of the Colorado Board of Real Estate Appraisers. The continuing education requirement for Colorado appraisers, at all levels, is a total of 42 hours, which must be completed in the three years prior to the expiration date and must include a 7 hour USPAP update course every other year.

Annually, the Assessor makes appropriate, documented budget recommendations to the board of county commissioners for the operation of the office. The Assessor's request reflects reasonable and necessary expenses that will be incurred in the performance of statutory duties.

- The 2014 budget while less than the 2013 budget does include increased costs in training and education. As part of the sunset review conducted in 2012 (sunset review is conducted every 10 years) and enacted in 2013 the Colorado Board of Real Estate Appraisers has instituted an Ad Valorem License. All current registered appraisers in county Assessor offices state wide will be required to take an additional 5 day class in Ad Valorem appraisal. Also as a result of the sunset review every appraiser will be required to have a background check performed by the Colorado Bureau of Investigation before their next renewal date. This is an additional $39.50 per appraiser cost to the county.

- The 2014 budget also includes a request for additional software and hardware that allows an appraiser to download files into a portable computer, make changes to the file while on the inspection site and then upload the work back to the main system. Currently appraisers pull individual hard copy files, take them into the field note changes, update drawings and then come back and redo the work by entering it into the computer. Other counties including Montrose and Mesa have already pioneered the technology and worked out the bugs. We feel this technology will allow our appraisers more time in the field and less time in the office entering data.

Core Services

- Maintains the County database, currently a computer assisted mass appraisal system (CAMA), on all taxable and exempt real and personal property and natural resources. This includes appraisal and administrative tasks such as data gathering, appraising, analyzing data, transferring ownership, mapping, completing the abstract and maintaining the assessment roll.
- Certify values to the Board of County Commissioners, 3 school districts and several other taxing entities.

Administer the Senior Homestead and Disabled Veterans Exemptions. The Senior Homestead Exemption, which is funded by the State of Colorado, has been suspended until the 2012 tax year by the state legislature; however, the Assessor's office will continue to process applications and submit

- them to the state for approval so that eligible participants will be on the rolls should the state resume funding of this exemption.

2013 Accomplishments

- Passed the 2013 state audit and met all statutory deadlines and requirements.
- Continued to make significant progress in collecting data for the modeling restructure.
- Worked on expanding procedure and policy documentation to evidence internal control measures as required by the county auditors. Last year we felt that information was at an editing stage, but continue to expand on the procedures and policies to make them more effective and measurable. We are still finding more areas within our office to apply internal controls to and working on functioning procedures to accomplish those controls.
- Continued work on correctly classifying roads, open space and common areas.
- Continued improving the information available on the website.
- Collected data and implemented a new modeling structure for Economic Area 1 (Fairfield Area). Began the data collection for Economic Area 9 (areas around Fairfield) and begin the work on either Economic Area 3 (Aspen Springs and west to the county line) or Economic Area 10 (Town of Pagosa Springs).

2014 Goals

- Pass the 2014 state audit and meet all statutory deadlines and requirements.
- Institute a cost effective intervening year Notice of Valuation that meets Statutory and Department of Property Taxation requirements.
- Continue to work at improving the Assessor's website.
- Continue looking for procedures that will benefit from internal controls and performance measurement ideals.
- Continue progress on the modeling restructure (potentially a 7-10 year completion schedule). Complete the data collection for the new modeling in Economic Area 9 and begin the work on either Economic Area 3 (Aspen Springs and west to the county line) or Economic Area 10 (Town of Pagosa Springs).

Key Performance Measures

- Complete and pass the Annual Colorado State Audit.
- Meet all statutory deadlines and requirements each fiscal year.
- Transmit the Tax Roll to the Archuleta County Treasurer, in an approved format, each fiscal year.
- Complete an effective, efficient and accurate reappraisal in each odd year that meets all statutory regulations, and Department of Property Taxation requirements.

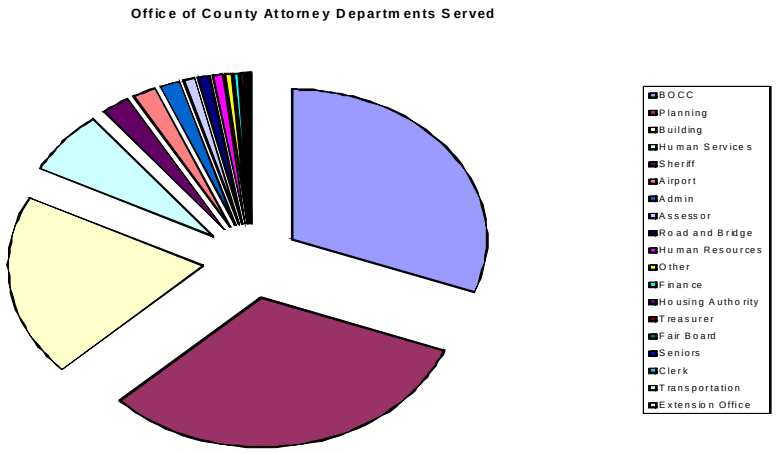
COUNTY ASSESSOR - 4151

		2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES							
100-3.4151.3410	Assessor Charges for Se	$ 10,331	$ 8,551	$ 6,338	$ 8,500	2,162	34.11%
	TOTAL REVENUES	**10,331**	**8,551**	**6,338**	**8,500**	2,162	34.11%
EXPENDITURES							
SALARIES & WAGES:							
FTEs		***9.83***	***8.83***	***8.68***	***8.00***	(1)	-7.83%
100-4.4151.1101	Wages - Regular	323,449	299,912	290,380	297,795	7,415	2.55%
100-4.4151.1102	Wages - OT	165	-	-	-	-	0.00%
100-4.4151.1103	Wages- part-time	17,053	13,615	3,943	-	(3,943)	-100.00%
	Total Salaries & Wages Cost	**340,667**	**313,527**	**294,323**	**297,795**	3,472	1.18%
BENEFITS:							
100-4.4151.1201	FICA/Medicare	23,538	21,706	21,367	22,781	1,414	6.62%
100-4.4151.1202	Retirement Plan	13,050	12,475	12,080	11,912	(168)	-1.39%
100-4.4151.1203	Workman's Comp	6,159	5,586	5,729	4,740	(989)	-17.26%
100-4.4151.1204	Unemployment Insurance	848	762	218	718	500	229.36%
100-4.4151.1205	Medical / Dental Insura	65,474	67,109	66,404	72,939	6,535	9.84%
	Total Benefits Costs	**109,069**	**107,638**	**105,798**	**113,090**	7,292	6.89%
	Total Personnel Costs	**449,736**	**421,165**	**400,121**	**410,885**	10,764	2.69%
OPERATIONS:							
100-4.4151.3204	Consultants	39,600	39,600	39,600	39,600	-	0.00%
100-4.4151.3209	Other Professional Serv	2,500	1,500	-	-	-	0.00%
100-4.4151.4302	Computer Hardware	-	-	2,156	-	(2,156)	-100.00%
100-4.4151.4303	Furniture/Fixtures-R&M	-	501	501	550	49	9.78%
100-4.4151.4307	Software Maintenance	-	30,428	42,343	37,562	(4,781)	-11.29%
100-4.4151.5202	Official Bonds	71	-	-	-	-	0.00%
100-4.4151.5302	Postage	7,544	2,194	5,904	7,000	1,096	18.56%
100-4.4151.5303	Telephone	4,441	3,852	3,667	3,800	133	3.63%
100-4.4151.5305	Shipping & Freight	90	-	-	50	50	0.00%
100-4.4151.5401	Advertising/Publishing	16	17	-	50	50	0.00%
100-4.4151.5504	Printing & Binding	4,682	1,501	3,714	5,000	1,286	34.63%
100-4.4151.5802	Meals & Entertainment	-	-	250	-	(250)	-100.00%
100-4.4151.5803	Training & Education	14,879	7,444	8,067	7,500	(567)	-7.03%
100-4.4151.5804	Travel Costs	1,475	-	-	-	-	0.00%
100-4.4151.6121	Office Supplies	5,543	4,652	2,203	1,500	(703)	-31.91%
100-4.4151.6124	Small Tools & Equipment	836	761	480	100	(380)	-79.17%
100-4.4151.6126	Other Operating Supplie	-	-	-	-	-	0.00%
100-4.4151.6251	Purchased Fuel	-	356	385	500	115	29.87%
100-4.4151.6361	Fuel	4,640	2,342	2,021	2,800	779	38.55%
100-4.4151.6364	Fleet Charges	5,841	4,492	1,014	4,000	2,986	294.48%
100-4.4151.6405	Dues & Subscriptions	3,573	2,941	3,492	4,276	784	22.45%
100-4.4151.7412	Office Equipment	2,012	-	1,798	-	(1,798)	-100.00%
100-4.4151.7431	Furniture & Fixtures	1,993	-	-	-	-	0.00%
	Total Operations Costs	**99,736**	**102,581**	**117,595**	**114,288**	(3,307)	-2.81%
	TOTAL EXPENDITURES	**549,472**	**523,746**	**517,716**	**525,173**	7,457	1.44%
REVENUE OVER/(UNDER) EXPENDITURES		**(539,141)**	**(515,195)**	**(511,378)**	**(516,673)**	(5,295)	1.04%

COUNTY ATTORNEY

Description

The County Attorney's Office provides legal advice and representation for the Board of County Commissioners. The County Attorney, with the approval of the Board of County Commissioners, also advises and represents all other Archuleta County elected officials, the County Administrator, department and division heads, and appointed commissions, boards, and committees.



Core Services

- Provide legal counsel to the Board of County Commissioners.
- Draft and review resolutions, ballot questions, ordinances, contracts, memoranda of agreement and various policies and procedures.
- Manage contractual relationships with outside legal counsel.
- Attend judicial and administrative legal proceedings on behalf of County in Federal, State, and local jurisdictions.

2013 Accomplishments

Litigation:

- Hudson v. Lucero – matter closed, funds collected.
- Von Braun v. Archuleta County – matter closed.

Since March 2009 although we have, from time to time, suffered adverse rulings the Archuleta County Attorneys Office has not lost a single, non-BAA case.

Tax Assessment Appeals:

- Board of Equalization (We believe our success rate to be **second to none** in Colorado)

Land Use:

- Tres Rios: facilitated increased public comment
- 95 Acres: Engaged in negotiations with USFS

Local issues:

- Nuisance Ordinance enforcement was stepped up
- Medical Marijuana ordinance enacted
- HUTF with Metro Districts Resolved
- Began process of updating Oil & Gas Regulations

Issues of Statewide Importance:

- The Office of the County Attorney has been at the forefront in the development of 1041 regulations effecting geothermal development in Colorado, including but not limited to being asked to speak on the issue at a National Conference.
- Managed the EagleNet/fiber optic issues in a manner resulting in excess of $100,000 in savings to the County.

Mentoring:

- I continue to play a critical role in the mentoring of Assistant County Attorney including securing education opportunities and scholarships and offering counsel on his cases.

Community Service and Visibility:

- Region 9 Board of Directors – Member
- Region 9 Executive Committee – Member
- Community Work Sessions

REVIEW OF STATED 2013 GOALS

- Provide the Board of County Commissioners of Archuleta County, Colorado and/or County Departments with comprehensive legal representation and advice concerning the laws and regulations affecting Archuleta County and its citizens.
- Resolve Archuleta County v. Polston and Von Braun claims in a manner favorable to the County. SUCCESS ACHIEVED
- Continued enforcement of the Nuisance Ordinance without increasing enforcement costs via unnecessary litigation. Continue to strive for success by promoting negotiated settlements that minimize litigation expenses and foster cooperation with property owners. CONTINUING EFFORT
- Support BoCC's direction regarding development of geothermal resources. SUCCESS ACHIEVED
- Continue to offer timely and high quality support to the BoCC, Elected Officials, Office of the County Administrator and various departments as issues arise (e.g 95 acres, employment issues, CORA requests, etc.) SUCCESS ACHIEVED
- Offer Breakfast with the County Attorney series. NO PROGRESS

Key Performance Measures

- Prepare and present Archuleta County Oil and Gas Regulations to the BOCC by May, 2014.
- Prepare and present Retail Marijuana Regulations, consistent with BOCC policy and directives, by March 31, 2014,
- Close and successfully mitigate ten nuisance cases by Dec. 31, 2014.
- Develop and implement a Quarterly Breakfast With the County Attorney program by April, 2014.

COUNTY ATTORNEY - 4120

		2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES							
100-3.4120.3410	County Attorney Chgs for	$ -	$ -	$ 1,000	$ -	(1,000)	-100.00%
100-3.4120.3419	GF Admin Fee Revenue	24,955	8,047	7,758	7,896	138	1.78%
100-3.4120.4550	Refund of Expenditures	159	94	153	-	(153)	-100.00%
	TOTAL REVENUES	**25,114**	**8,141**	**8,911**	**7,896**	(1,015)	-11.39%
EXPENDITURES							
SALARIES & WAGES:							
FTEs		***2.00***	***2.00***	***2.00***	***2.00***	-	0.00%
100-4.4120.1101	Wages - Regular	134,789	133,230	142,835	146,880	4,045	2.83%
100-4.4120.1117	Wages - Car Allowance	2,500	2,392	2,308	2,400	92	3.99%
	Total Salaries & Wages Cost	**137,289**	**135,622**	**145,143**	**149,280**	4,137	2.85%
BENEFITS:							
100-4.4120.1201	FICA/Medicare	10,083	9,843	10,604	11,236	632	5.96%
100-4.4120.1202	Retirement Plan	5,481	5,382	6,082	5,875	(207)	-3.40%
100-4.4120.1203	Workman's Comp	531	411	422	447	25	5.92%
100-4.4120.1204	Unemployment Insurance	366	402	103	441	338	328.16%
100-4.4120.1205	Medical / Dental Insura	12,156	13,743	21,158	27,598	6,440	30.44%
	Total Benefits Costs	**28,617**	**29,781**	**38,369**	**45,597**	7,228	18.84%
	Total Personnel Costs	**165,906**	**165,403**	**183,512**	**194,877**	11,365	6.19%
OPERATIONS:							
100-4.4120.3205	Professional Legal Serv	414	3,598	3,689	9,000	5,311	143.97%
100-4.4120.3209	Other Professional Serv	(52)	1,962	5,752	3,500	(2,252)	-39.15%
100-4.4120.3214	Litigation Costs	1,348	134	565	2,500	1,935	342.48%
100-4.4120.3215	Legal Settlements	1,500	-	-	-	-	0.00%
100-4.4120.5302	Postage	138	411	363	500	137	37.74%
100-4.4120.5303	Telephone	559	539	560	534	(26)	-4.64%
100-4.4120.5504	Printing & Binding	-	9	49	98	49	100.00%
100-4.4120.5803	Training & Education	3,657	730	1,776	5,000	3,224	181.53%
100-4.4120.5804	Travel Costs	1,548	2,550	2,120	1,000	(1,120)	-52.83%
100-4.4120.5805	Tuition Reimbursement	1,011	-	-	-	-	0.00%
100-4.4120.6121	Office Supplies	593	579	683	300	(383)	-56.08%
100-4.4120.6401	Advertising/Publishing	375	-	167	1,500	1,333	798.20%
100-4.4120.6405	Dues & Subscriptions	8,502	5,530	9,951	6,398	(3,553)	-35.70%
100-4.4120.7411	Computer Equipment	-	-	534	-	(534)	-100.00%
	Total Operations Costs	**19,593**	**16,042**	**26,209**	**30,330**	4,121	15.72%
	TOTAL EXPENDITURES	**185,499**	**181,445**	**209,721**	**225,207**	15,486	7.38%
REVENUE OVER/(UNDER) EXPENDITURES		**(160,385)**	**(173,304)**	**(200,810)**	**(217,311)**	(16,501)	8.22%

COUNTY CLERK & RECORDER

Mission Statement

"The mission for the Archuleta County Clerk & Recorder's Office is to fulfill its statutory obligations regarding registering and titling motor vehicles, recording documents, issuing marriage licenses and holding elections with the highest level of customer service, integrity and in the most cost effective manner possible for the benefit of the citizens of Archuleta County."

Description

The Clerk & Recorder is the ex-officio recorder of deeds and has custody of and the safe keeping and preservation of all documents received for recording or filing. This now includes electronic filing. It is the job of the Clerk & Recorder to issue Marriage Licenses, reconciling monthly with the Colorado Department of Health and the Colorado State Treasurer. Included in this office is anything that pertains to motor vehicle; i.e. titles, registrations, liens, duplicate titles, etc. The entire office's revenue is reconciled monthly with the County Treasurer and the State's portion of revenue is sent to them. The Clerk & Recorder completes the budget each year, in a timely and accurate manner based on requirements set by the Board of County Commissioners.

Core Services

Motor Vehicle
The Clerk & Recorder manages and oversees employees in the Motor Vehicle Division. They provide registrations, titles, record searches and recording of motor vehicle liens. Motor Vehicle also includes: temporary permits, sales tax, fees, balancing and title batching. The office is now equipped through Department of Revenue to accept credit cards for motor vehicle transactions. It is now also possible to renew vehicle registrations on-line; payments are accepted via credit card then registration and new stickers are printed and mailed the next day by the office staff.

Recording
The Clerk & Recorder manages and oversees the Recording Department. The function of this department is to record and maintain public records, and to provide that data to the public in an efficient manner, at the least cost to Archuleta County. Marriage Licenses are issued and recorded with monthly reports, being sent to the Department of Health and the Colorado State Treasurer. The office is now equipped to receive electronic recordings of specific documents. We now have the capability to store all recordings on a website accessible by the public for a fee. This is additional revenue for the County.

Clerk to the Board
The Clerk & Recorder or a deputy must attend all meetings of the Board of County Commissioners and take minutes. The Clerk & Recorder oversees preparation of the minutes, storage, scanning and archiving of minutes. Minutes are going to be available on the website next year and will be "word searchable" for the public with no fee for searching but possibly a fee for printing.

Notes
There is a restricted fund set by Colorado State Statute for the Clerk's Office. There is a $1.00 surcharge fee collected for each document recorded. This money goes into a restricted fund. The fund's money may only be used to continue the e-Recording process. Statute allows this money to be used to pay for the annual maintenance of e-Recording and the storage on the web where customers pay to access the recording data. The e-Recording money, this year will be shown as expenditures and as revenue. The maintenance of e-Recording is approximately $18,600 yearly.

2013 Accomplishments

- We've continued to run the Clerk's office including several departments in a timely manner at the lowest cost possible.
- We upgraded the on-line search for recording. It is now called I-County and for a fee you can search all recorded documents from 1997 to current. You may also print for a fee.

2014 Goals

- Continue to replace old microfiche that is fading. This was funded by $3,000 only one year, 2011. If we can continue this process, the old fiche will not be necessary. Searchers will be able to search and see the image electronically.
- Continue to run the office to the best of our ability with the staff we have been given. The current staff has anywhere from 8 to 30 years of service to the County. That dedication keeps the office running at its best.
- Making minutes available on-line is the next goal. We hope to have a link of the County's website taking the public to the program. The documents will be word searchable and open to the public. Not only minutes but resolutions will be available on-line.

Key Performance Measures

- Transition all old microfiche files into electronic files by year end 2015.
- Post past minutes on the County website.
- Process all motor vehicle registrations and titles within the same day of receiving complete documents and information.
- Process and record all legal documents and marriage licenses the same day completed documents and information is received.

COUNTY CLERK & RECORDER - 4154

		2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES							
100-3.4154.3210	Motor Vehicle Charges	$ 136,216	$ 147,281	$ 156,323	$ 155,000	(1,323)	-0.85%
100-3.4154.3356	Tobacco Tax	5,626	4,580	5,440	5,000	(440)	-8.09%
100-3.4154.3410	Clerks Charges for Serv	38,688	31,168	24,719	30,000	5,281	21.36%
100-3.4154.3412	E-Recording	31,695	37,048	34,655	36,000	(1,048)	-2.83%
100-3.4154.3414	Reception Legal Documen	198,993	220,602	199,956	225,000	4,398	1.99%
100-3.4154.5550	Misc Revenue & Refunds	3,825	(22)	-	-	-	0.00%
100-3.4154.5590	Petty Cash Deposits Pas	15,020	2,738	12,102	-	(12,102)	-100.00%
	TOTAL REVENUES	**430,063**	**443,395**	**433,195**	**451,000**	17,805	4.11%
EXPENDITURES							
SALARIES & WAGES:							
FTEs		***6.33***	***6.00***	***6.00***	***6.00***	-	0.00%
100-4.4154.1101	Wages - Regular	255,539	242,611	231,750	242,018	10,268	4.43%
100-4.4154.1103	Wages- part-time	-	-	-	-	-	0.00%
	Total Salaries & Wages Cost	**255,539**	**242,611**	**231,750**	**242,018**	10,268	4.43%
BENEFITS:							
100-4.4154.1201	FICA/Medicare	17,258	16,424	16,731	18,514	1,783	10.66%
100-4.4154.1202	Retirement Plan	10,221	9,727	9,656	9,681	25	0.26%
100-4.4154.1203	Workman's Comp	850	731	750	702	(48)	-6.40%
100-4.4154.1204	Unemployment Insurance	554	553	166	551	385	231.93%
100-4.4154.1205	Medical / Dental Insura	53,950	51,333	39,438	62,055	22,617	57.35%
	Total Benefits Costs	**82,833**	**78,768**	**66,741**	**91,503**	24,762	37.10%
	Total Personnel Costs	**338,372**	**321,379**	**298,491**	**333,521**	35,030	11.74%
OPERATIONS:							
100-4.4154.3200	Purchased Professional Services	-	2,996	880	-	(880)	-100.00%
100-4.4154.4305	Equip Repair & Maintenance	-	-	2,546	3,426	880	34.56%
100-4.4154.4307	Software Maintenance	-	8,951	6,065	6,215	150	2.47%
100-4.4154.4413	Furniture/Fixtures/Offi	-	-	-	7,000	7,000	0.00%
100-4.4154.5202	Official Bonds	60	-	-	-	-	0.00%
100-4.4154.5302	Postage	10,395	11,476	10,635	12,900	2,265	21.30%
100-4.4154.5303	Telephone	2,961	3,164	2,605	2,500	(105)	-4.03%
100-4.4154.5802	Meals & Entertainment	-	55	-	-	-	0.00%
100-4.4154.5803	Training & Education	150	232	532	500	(32)	-6.02%
100-4.4154.5804	Travel Costs	-	-	-	-	-	0.00%
100-4.4154.5910	Fees, Permits & Misc Ch	285	570	528	530	2	0.38%
100-4.4154.5912	E-Recording Expenditure	17,431	22,473	15,671	22,280	6,609	42.17%
100-4.4154.5915	Credit Card Fee Refunds	-	-	7	100	93	1328.57%
100-4.4154.6121	Office Supplies	3,488	2,489	2,853	3,000	147	5.15%
100-4.4154.6123	Reception Supplies	3,036	2,971	2,751	4,000	1,249	45.40%
100-4.4154.6126	Petty Cash Cks Written	12,232	540	12,003	-	(12,003)	-100.00%
100-4.4154.6361	Fuel	84	104	85	115	30	35.29%
100-4.4154.6405	Dues & Subscriptions	803	803	1,155	1,155	-	0.00%
100-4.4154.7431	Furniture & Fixtures	3,806	-	-	-	-	0.00%
	Total Operations Costs	**54,731**	**56,824**	**58,316**	**63,721**	5,405	9.27%
	TOTAL EXPENDITURES	**393,103**	**378,203**	**356,807**	**397,242**	40,435	11.33%
REVENUE OVER/(UNDER) EXPENDITURES		**36,960**	**65,192**	**76,388**	**53,758**	(22,630)	-29.63%

COUNTY CLERK (ELECTIONS)

Mission Statement

"The mission for the Archuleta County Clerk & Recorder's Office Election Department is to serve the public of Archuleta County by performing all constitutional and statutory duties, ensuring the integrity of elections."

Description

The County Clerk & Recorder is the Election Official for Archuleta County. This position oversees the election process and verifies that the entire process is done within the Federal guidelines and the guidelines of Colorado Revised Statutes and the Colorado Secretary of State's Rules. Colorado utilizes a state-wide voting system called SCORE.

Any special district desiring to be included on any County general ballot has that option. They would then reimburse the County for their share of the election based on their percentage of voters.

The Clerk & Recorder completes the budget based on requirements from the Board of County Commissioners in an accurate and timely manner.

Core Services

The Elections Department processes and maintains voter registration records to ensure that all eligible electors have the opportunity to participate in the democratic process. Towards this goal, this department establishes precincts (with support from the Board of Commissioners), appoints election judges, prepares election notices, and conducts early and mail-in voting, assists voters concerning precinct locations, party affiliations and any other way possible. There is also overseas/out of country voting. This is all done according to the Colorado State Statutes and Colorado Secretary of State's Rules.

The initial pertinent federal laws which affect voting systems must be continuously researched for understanding of requirements. Included in the ongoing research are: the Voting Rights Act, the Voting Accessibility for the Elderly and Handicapped Act, The National Voter Registration Act of 1993, The Americans with Disabilities Act of 1990, the Rehabilitation Act of 1993 and The Help America Vote Act (HAVA).

Voting Equipment

All voting equipment is maintained, logged and sealed before, during and after any election. Preparation of the equipment is required, according to law. Logic and Accuracy testing of each and every machine and each program card received is completed prior to any election, in order to verify the program cards are counting all races and issues correctly.

2013 Accomplishments

- We continued to comply with the State and Federal Help America Vote Act (HAVA) by receiving the necessary hours of training, continuing the required election staff certifications.
- We continued to meet the requirements for the Statewide Voter Registration System (SCORE).
- We completed one Coordinated General Mail Ballot election in 2013. This was our first general mail ballot election based on the new regulations established by HB 13-1303.
- We put into place all the voting changes that came out of HB 13-1303. The law now mandates all elections to be mail ballot elections. Also with this law came same day voter registration and mandatory early voting prior to any election.

2014 Goals

- HB 13-1303 increased continued education requirements for certifying staff in order for them to participate in elections.
- Continue to verify that our Voter Service Center/Polling Place meets the Federal criteria of HAVA for disabled voters.
- Conduct fair, accurate and lawful Primary and General Elections in 2014.

Key Performance Measures

- Maintain voter registration records per Colorado State Statutes on a continuous basis, to determine eligible voters for each State, County and general election.
- Organize and conduct all elections, consistent with Federal and State Laws, and Regulations, in a timely, effective and as efficient manner possible.
- Report accurate election results in a timely manner following each election.

COUNTY CLERK (ELECTIONS) - 4140

		2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES							
100-3.4140.3410	Elections Charges	$ 474	$ 5,129	$ 19,645	$ 400	(19,245)	-97.96%
100-3.4140.3420	Election Cost Reimbursements	16,587	125	6,377	7,312	935	14.66%
	TOTAL REVENUES	**17,061**	**5,254**	**26,022**	**7,712**	2,458	46.78%
EXPENDITURES							
SALARIES & WAGES:							
FTEs		***1.00***	***1.00***	***1.00***	***1.00***	-	0.00%
100-4.4140.1101	Wages - Regular	12,796	31,700	22,678	31,824	9,146	40.33%
100-4.4140.1103	Wages- part-time	731	-	-	-	-	0.00%
	Total Salaries & Wages Cost	**13,527**	**31,700**	**22,678**	**31,824**	9,146	40.33%
BENEFITS:							
100-4.4140.1201	FICA/Medicare	942	2,423	1,826	2,435	609	33.35%
100-4.4140.1202	Retirement Plan	464	1,268	403	1,273	870	215.88%
100-4.4140.1203	Workman's Comp	106	95	97	92	(5)	-5.15%
100-4.4140.1204	Unemployment Insurance	37	95	27	95	68	251.85%
100-4.4140.1205	Medical / Dental Insura	27	64	20	64	44	220.00%
	Total Benefits Costs	**1,576**	**3,945**	**2,373**	**3,959**	1,586	66.84%
	Total Personnel Costs	**15,103**	**35,645**	**25,051**	**35,783**	10,732	42.84%
OPERATIONS:							
100-4.4140.3209	Other Professional Serv	4,016	12,629	4,330	10,300	5,970	137.88%
100-4.4140.4307	Software Hart	-	7,683	9,083	9,200	117	1.29%
100-4.4140.4309	Other Maint & Repair	1,039	3,284	-	-	-	0.00%
100-4.4140.4413	Furniture/Fixtures/Office Equip	788	315	-	500	500	0.00%
100-4.4140.5302	Postage	7,497	9,790	4,675	10,488	5,813	124.34%
100-4.4140.5401	Advertising/Publishing	655	1,311	588	1,200	612	104.08%
100-4.4140.5504	Printing & Binding	2,977	628	251	2,000	1,749	696.81%
100-4.4140.5802	Meals & Entertainment	-	659	-	-	-	0.00%
100-4.4140.5803	Training & Education	30	572	1,408	1,600	192	13.64%
100-4.4140.5804	Travel Costs	-	26	52	-	(52)	-100.00%
100-4.4140.6104	Ballots & Envelopes	7,097	17,941	10,719	33,213	22,494	209.85%
100-4.4140.6107	Election Judges	1,942	9,371	2,572	15,577	13,005	505.64%
100-4.4140.6121	Office Supplies	2,310	4,331	2,566	2,600	34	1.33%
100-4.4140.6405	Dues & Subscriptions	450	400	450	450	-	0.00%
100-4.4140.6410	Permits & Fees	375	-	190	200	10	5.26%
100-4.4140.7412	Office Equipment	-	-	899	-	(899)	-100.00%
	Total Operations Costs	**29,176**	**68,940**	**37,783**	**87,328**	49,545	131.13%
	TOTAL EXPENDITURES	**44,279**	**104,585**	**62,834**	**123,111**	60,277	95.93%
REVENUE OVER/(UNDER) EXPENDITURES		**(27,218)**	**(99,331)**	**(36,812)**	**(115,399)**	(78,587)	213.48%

COUNTY CORONER

Description

The mission of the Archuleta County Coroner's Office is to determine the cause of death, and issue the death certificate, of individuals in Archuleta County in accordance with the legal requirements of the State of Colorado.

Core Services

- Archuleta County has an arrangement with Dr. Kurtzman to perform autopsies in the San Juan Basin one day a week at the Hood Mortuary.

2013 Accomplishments

- The Coroner and deputies have responded to 26 deaths, including 6 hospital deaths, to determine status year-to-date.
- The arrangement with Dr. Kurtzman is working smoothly and is still the most cost effective alternative.

2014 Goals

- Continue meeting legal requirements, of the State of Colorado, with respect to the County Coroner's Office, in a cost effective manner within the approved 2014 Budget.

Key Performance Measures

- Provide determination of death and Death Certificates within 24 hours of death unless an autopsy is required.
- Contract all autopsies within 24 hours of death, and complete death certificates within 24 hours of autopsy completion.
- Recruit, contract, and certify an appropriate number of Deputy Coroners on an annual basis.

COUNTY CORONER - 4174

		2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
EXPENDITURES							
SALARIES & WAGES:							
FTEs		***1.00***	***1.00***	***1.00***	***1.00***	-	0.00%
100-4.4174.1101	Wages - Regular	33,282	33,100	31,827	33,100	1,273	4.00%
100-4.4174.1103	Wages - Part time	-	-	-	3,500	3,500	0.00%
	Total Salaries & Wages Cost	**33,282**	**33,100**	**31,827**	**36,600**	4,773	15.00%
BENEFITS:							
100-4.4174.1201	FICA/Medicare	2,265	2,447	2,531	2,532	1	0.04%
100-4.4174.1202	Retirement Plan	1,324	1,324	1,324	1,324	-	0.00%
100-4.4174.1203	Workman's Comp	212	233	239	235	(4)	-1.67%
100-4.4174.1205	Medical / Dental Insura	8,341	2,391	40	-	(40)	-100.00%
	Total Benefits Costs	**12,142**	**6,395**	**4,134**	**4,091**	(43)	-1.04%
	Total Personnel Costs	**45,424**	**39,495**	**35,961**	**40,691**	4,730	13.15%
OPERATIONS:							
100-4.4174.3206	Medical Services	16,982	10,797	15,508	8,650	(6,858)	-44.22%
100-4.4174.4367	Other Repair & Maintena	-	-	-	100	100	0.00%
100-4.4174.5202	Official Bonds	264	-	-	264	264	0.00%
100-4.4174.5303	Telephone	-	-	-	100	100	0.00%
100-4.4174.5803	Training & Education	807	850	325	325	-	0.00%
100-4.4174.5804	Travel Costs	88	-	730	516	(214)	-29.32%
100-4.4174.6121	Office Supplies	913	2,144	(25)	200	225	-900.00%
100-4.4174.6361	Fuel	783	1,001	1,143	1,000	(143)	-12.51%
100-4.4174.6364	Fleet Charges	443	1,976	646	2,000	1,354	209.60%
100-4.4174.6405	Dues & Subscriptions	900	900	1,200	1,200	-	0.00%
	Total Operations Costs	**21,180**	**17,668**	**19,527**	**14,355**	(5,172)	-26.49%
	TOTAL EXPENDITURES	**66,604**	**57,163**	**55,488**	**55,046**	(442)	-0.80%

COUNTY FAIR

Description

Following a meeting in 1951 with the Archuleta County Extension Agent, Vernon Cornforth and several local ranchers decided to initiate a County Fair. During the first meeting of the Fair Committee, Ray Macht was elected Chairman and the Fair was set for September 28 & 29, 1951. The Fair schedule was geared toward providing a show place for the fine registered cattle owned by locals, providing a summary event for various 4-H projects, and treating the County to an exciting and fun event. Through the years, the growth of the County Fair reflected increasing interest by the youth of the community involved in 4-H and their dedicated leaders who taught the youngsters with exuberant enjoyment.

The mission of the Archuleta County Fair is to unite our community by preserving our history through building memories, encouraging cooperation, creating learning opportunities, providing entertainment, as well as developing healthy competition for exhibitors of Archuleta County enrolled in 4-H and open class competitors from any geographical area of the world. According to the *Pagosa Springs Sun*, August 10, 1951, the Fair was for the benefit of the entire community, town's people and ranchers alike. The Archuleta County Fair is a returning theme in the pattern of our County's history, changing a little every year, growing with your County and keeping true to some of the very same values held dear over fifty years in the past.

2013 Accomplishments

- Increased number and amount of sponsorships and donations by 23%.
  - In 2012 $9,912 was donated to the fair. In 2013 $12,198 was donated to the fair.
- Increased the number of volunteers who support the County Fair by 27%.
  - In 2012 85 community members volunteered to help out during the county fair. In 2013 108 community members volunteered to help out during the county fair. This number doesn't include 4-H or chuckwagon volunteers.
- Increased the amount of gate revenues by 35%.
  - In 2012 we received $7,519 at the entry gate. In 2013 we received $10,138 for wristbands. This increase is many due to the $1 price increase.

2014 Goals

Using the recently conducted focus groups of Archuleta County Residents as a guide, the following Goals reflect how the Archuleta Count Fair can address some of these goals.

Economic Development – Increased Revenue/Sale Taxes

- We will increase the amount of residents and tourists by 5% who attend the County Fair. This will then increase the amount of money spent on food, lodging, and entertainment in the whole county.

Responsive/Efficient Government – Preserve History /Heritage

- We will continue to preserve the History and Heritage of Archuleta County by providing a venue to hold the 63rd annual County Fair.

Business Friendly Environment – Senior Activities

- We will increase the number of volunteers who support the County Fair both as Fair Board Members and as volunteers by 5%.

Key Performance Measures

- Increase the 2014 Archuleta County Fair attendance by 5% over 2013.
- Increase the number of volunteers supporting the 2014 Fair by 5%.
- Increase the amount of sponsorships and donations for the 2014 Fair by 10%.
- Increase the gate revenues for the 2014 Fair by5%.

COUNTY FAIR - 5220

		2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES							
100-3.5220.3244	Kid's Rodeo - Entry Fees	$ -	$ 1,130	$ 858	$ 800	(58)	-6.76%
100-3.5220.3245	Fair Gate Entry Fee	-	-	11,741	18,700	6,959	59.27%
100-3.5220.3246	Beer Sales	-	-	6,963	-	(6,963)	-100.00%
100-3.5220.3274	Park & Recreation Fees	-	-	2,614	2,600	(14)	-0.54%
100-3.5220.3410	Charges for Services	3,770	17,106	-	-	-	0.00%
100-3.5220.3610	Interest Revenue	89	-	-	-	-	0.00%
100-3.5220.4040	Contributions & Donatio	17,152	8,355	10,712	7,000	(3,712)	-34.65%
100-3.5220.4043	Ranch Rodeo - Donations	-	560	-	2,000	2,000	0.00%
100-3.5220.4044	Kid's Rodeo - Donations	-	1,190	1,030	2,000	970	94.17%
100-3.5220.5525	Fair Retail Sales Revenue	-	-	-	1,500	1,500	0.00%
100-3.5220.5590	Misc Rev & Refunds	-	114	1,778	-	(1,778)	-100.00%
	TOTAL REVENUES	**21,011**	**28,455**	**35,696**	**34,600**	(1,096)	-3.07%
EXPENDITURES							
OPERATIONS:							
100-4.5220.3209	Other Professional Serv	406	-	250	500	250	100.00%
100-4.5220.3210	Contract Labor Services	2,569	2,524	2,320	2,600	280	12.07%
100-4.5220.4111	Disposal Services	-	-	375	-	(375)	-100.00%
100-4.5220.4415	Machinery & Equipment-R	680	-	-	-	-	0.00%
100-4.5220.4416	Other Rents/Leases	17,592	19,587	19,652	20,000	348	1.77%
100-4.5220.5302	Postage	1,057	226	460	500	40	8.70%
100-4.5220.5401	Advertising/Publishing	3,470	4,700	4,687	4,000	(687)	-14.66%
100-4.5220.5504	Printing & Binding	1,511	1,290	1,244	2,000	756	60.77%
100-4.5220.5800	Travel & Training	-	738	1,471	1,300	(171)	-11.62%
100-4.5220.5802	Meals and Entertainment	800	242	-	200	200	0.00%
100-4.5220.6106	Education/Recreation Su	6,988	6,194	-	-	-	0.00%
100-4.5220.6108	Food	2,386	3,885	1,370	1,500	130	9.49%
100-4.5220.6110	Beer Purchases	-	-	2,076	-	(2,076)	-100.00%
100-4.5220.6121	Office Supplies	142	1,298	1,133	675	(458)	-40.42%
100-4.5220.6123	Reception Supplies	276	-	1,636	1,000	(636)	-38.88%
100-4.5220.6125	Uniforms	1,040	1,523	2,204	1,100	(1,104)	-50.09%
100-4.5220.6126	Other Operating Supplie	706	597	14,397	7,625	(6,772)	-47.04%
100-4.5220.6405	Dues & Subscriptions	-	106	117	150	33	28.21%
100-4.5220.6413	Special Contractual Ser	14,544	11,245	9,735	9,000	(735)	-7.55%
100-4.5220.7020	Misc expenditures	200	-	859	1,000	141	16.41%
100-4.5220.7043	Ranch Rodeo Expenses	-	1,027	2,781	3,000	219	7.87%
100-4.5220.7044	Kid's Rodeo Expenses	-	2,893	2,974	3,000	26	0.87%
100-4.5220.7049	Retail Merchandise for Retail	-	-	-	1,350	1,350	0.00%
100-4.5220.7411	Computer Equipment	-	-	224	-	(224)	-100.00%
100-4.5220.8211	Refunds, Awards & Indem	2,532	2,437	1,372	3,000	1,628	118.66%
	TOTAL EXPENDITURES	**56,899**	**60,512**	**71,337**	**63,500**	(7,837)	-10.99%
REVENUE OVER/(UNDER) EXPENDITURES		**(35,888)**	**(32,057)**	**(35,641)**	**(28,900)**	6,741	-18.91%

COUNTY SURVEYOR

Description

A county surveyor shall be elected for a term of four years, who shall be a professional land surveyor. The duties of the County Surveyor are set by Colorado State Statute.

Key Performance Measures

- To respond to County requests for survey assistance within five working days.
- Provide plan reviews within three working days of receipt.

COUNTY SURVEYOR - 4179

		2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES							
100-3.4179.4040	Employee Medical Contri	$ 3,803	$ 3,657	$ -	$ -	-	0.00%
	TOTAL REVENUES	**3,803**	**3,657**	**-**	**-**	-	0.00%
EXPENDITURES							
SALARIES & WAGES:							
FTEs		***0.15***	***0.15***	***0.15***	***0.15***	-	0.00%
100-4.4179.1101	Wages - Regular	3,300	3,300	2,904	3,300	396	13.64%
	Total Salaries & Wages Cost	**3,300**	**3,300**	**2,904**	**3,300**	396	13.64%
BENEFITS:							
100-4.4179.1201	FICA/Medicare	252	252	215	252	37	17.21%
100-4.4179.1202	Retirement Plan	-	-	-	-	-	0.00%
100-4.4179.1203	Workman's Comp	-	-	-	63		
100-4.4179.1205	Medical / Dental Insura	960	1,349	53	212	159	300.00%
	Total Benefits Costs	**1,212**	**1,601**	**268**	**527**	259	96.64%
	Total Personnel Costs	**4,512**	**4,901**	**3,172**	**3,827**	655	20.65%
OPERATIONS:							
100-4.4179.5202	Official Bonds	-	-	-	-	-	0.00%
100-4.4179.5803	Training & Education	-	-	-	1,500	1,500	0.00%
	Total Operations Costs	**-**	**-**	**-**	**1,500**	1,500	0.00%
	TOTAL EXPENDITURES	**4,512**	**4,901**	**3,172**	**5,327**	2,155	67.94%
REVENUE OVER/(UNDER) EXPENDITURES		**(709)**	**(1,244)**	**(3,172)**	**(5,327)**	(2,155)	67.94%

COUNTY TREASURER & PUBLIC TRUSTEE

Description

The County Treasurer is responsible for collecting and tracking all revenues received by the County and maintaining accurate reports detailing current balances, income and expenses for each fund and financial account. Included are all county-managed funds and also custodial funds for taxing entities such as school or road districts.

The County Treasurer is responsible for Public Trustee functions including processing and recording Releases of Deeds of Trust and Foreclosures of Deeds of Trust.

Core Services

- Property tax collection.
- Educate taxpayers of rights and responsibilities regarding property taxes.
- Collection of miscellaneous revenues from County departments including but not limited to: Road & Bridge, Solid Waste, Planning and Building, Senior Programs, Transportation, Human Services, Fleet, Building and Grounds, Weed & Pest Control, and Airport.
- Distribution of collected revenues to taxing entities.
- Tracking of balances for all County bank accounts and investments.
- Investing of County funds in such a manner as to safeguard these funds and provide a market average rate of return for investment revenue.
- Reporting of fund balances, revenues and expenditures to County Commissioners, County Administrator, and County Finance Director and the public.
- Issuance of certified tax amounts for use by lenders and title companies.
- Issuance of tax liens and redemption certificates for same.
- Issuance of mobile home authentications for sales and moving.
- Process and record Releases of Deeds of Trust.
- Process and record Foreclosures on Deeds of Trust.
- Educate and assist the public regarding the foreclosure process.
- Collect non-sufficient fund checks for the County.

2013 Accomplishments

- Implemented Archive and Retention Policy.
- Evaluated risk and implemented risk controls.
- Served on County Internal Controls Committee.
- Worked with County departments on development of Internal Controls.
- Invested County funds for safety, liquidity and return.
- Analyzed delinquent accounts for write-offs and deed applications.
- Conducted workshops for Colorado County Treasurers Association and Public Trustee Association of Colorado on Security and Use of Technology.
- Increased availability of information available on County website.

Coordinated the 2013 Annual CCTA Conference, which was held in Pagosa Springs, CO

2014 Goals

- Increase efficiency of tax payment processing.
- Offer electronic payment options county-wide.
- Develop website material for the tax lien process.

Key Performance Measures:

County Treasurer

- Process bankruptcy proceedings.
- Process personal property delinquent accounts.
- Balance bank statements within five working days of receipt.
- Distribute collected monies to the authorities in the time set by Colorado Revised Statutes.

Public Trustee

- Process bankruptcy proceedings within five business days.
- Process releases of deeds of trust within 48 business hours.
- Open foreclosure files within time set by Colorado Revised Statutes.

COUNTY TREASURER - 4156

		2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES							
100-3.4156.3410	Treasury Fees	$ 719,505	$ 612,791	$ 555,575	$ 454,570	(101,005)	-18.18%
100-3.4156.3420	Treas. Charges for Serv	81,064	84,561	83,802	80,000	(3,802)	-4.54%
100-3.4156.3450	Treasurer's Deed Revenue	543	19,546	17,092	20,000	2,908	17.01%
100-3.4156.3610	Interest Revenue	64,319	41,122	59,894	54,000	(5,894)	-9.84%
100-3.4156.4550	Refund of Expenditures	-	955	2,378	-	(2,378)	-100.00%
	TOTAL REVENUES	**865,431**	**758,975**	**718,741**	**608,570**	(110,171)	-15.33%
EXPENDITURES							
SALARIES & WAGES:							
FTEs		***3.66***	***3.66***	***3.66***	***3.66***	-	0.00%
100-4.4156.1101	Wages - Regular	129,559	135,309	121,561	126,391	(8,918)	-6.59%
100-4.4156.1102	Wages - OT	-	78	-	-	-	0.00%
100-4.4156.1103	Wages- part-time	18,844	16,361	18,054	32,210	14,156	78.41%
	Total Salaries & Wages Cost	**148,403**	**151,748**	**139,615**	**158,601**	18,986	13.60%
BENEFITS:							
100-4.4156.1201	FICA/Medicare	10,491	10,836	10,254	12,133	1,879	18.32%
100-4.4156.1202	Retirement Plan	5,124	5,172	5,042	5,805	763	15.13%
100-4.4156.1203	Workman's Comp	531	436	447	460	13	2.91%
100-4.4156.1204	Unemployment Insurance	310	280	74	300	226	305.41%
100-4.4156.1205	Medical / Dental Insura	23,051	25,618	29,424	36,039	6,615	22.48%
	Total Benefits Costs	**39,507**	**42,342**	**45,241**	**54,737**	9,496	20.99%
	Total Personnel Costs	**187,910**	**194,090**	**184,856**	**213,338**	28,482	15.41%
OPERATIONS:							
100-4.4156.4307	Software Maintenance	-	10,610	4,515	4,740	225	4.98%
100-4.4156.5302	Postage	5,737	12,004	11,232	13,000	1,768	15.74%
100-4.4156.5303	Telephone	853	985	1,018	1,000	(18)	-1.77%
100-4.4156.5305	Shipping & Freight	-	-	-	-	-	0.00%
100-4.4156.5401	Advertising/Publishing	12,084	13,144	15,130	13,000	(2,130)	-14.08%
100-4.4156.5450	Treasurer's Deed Expend	1,974	14,357	14,207	15,047	840	5.91%
100-4.4156.5504	Printing & Binding	4,731	5,299	5,883	-	(5,883)	-100.00%
100-4.4156.5803	Training & Education	2,450	1,995	2,969	2,200	(769)	-25.90%
100-4.4156.5910	Treasury Fees	263,634	262,225	221,041	215,358	(5,683)	-2.57%
100-4.4156.5920	Bank Charges	930	256	-	-	-	0.00%
100-4.4156.6108	Food	40	-	69	-	(69)	-100.00%
100-4.4156.6121	Office Supplies	1,185	2,633	2,248	2,000	(248)	-11.03%
100-4.4156.6401	Advertising	7,291	-	-	-	-	0.00%
100-4.4156.6405	Dues & Subscriptions	675	575	550	550	-	0.00%
100-4.4156.7020	Misc Expenditures Treas	4,808	-	206	-	(206)	-100.00%
100-4.4156.7050	Over & Short Expense	37	56	(2)	50	52	-2600.00%
100-4.4156.7057	NSF Checks Exp	130	90	-	50	50	0.00%
100-4.4156.7412	Office Equipment	-	-	1,925	-	(1,925)	-100.00%
100-4.4156.7415	Software	-	-	8,610	-	(8,610)	-100.00%
100-4.4156.7431	Furniture & Fixtures	-	-	-	-	-	0.00%
100-4.4156.9201	Interest Expense	1,203	312	-	400	400	0.00%
	Total Operations Costs	**307,762**	**324,541**	**289,601**	**267,395**	(22,206)	-7.67%
	TOTAL EXPENDITURES	**495,672**	**518,631**	**474,457**	**480,733**	6,276	1.32%
REVENUE OVER/(UNDER) EXPENDITURES		**369,759**	**240,344**	**244,284**	**127,837**	(116,447)	-47.67%

PUBLIC TRUSTEE - 4159

		2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES							
100-3.4159.3410	Public Trustee Charges	$ -	$ -	$ 141,135	$ -	(141,135)	-100.00%
100-3.4159.3412	Revenue Earned from PT	47,797	43,715	35,941	14,000	$ (21,941)	-61.05%
	TOTAL REVENUES	**47,797**	**43,715**	**177,076**	**14,000**	(163,076)	-92.09%
EXPENDITURES							
SALARIES & WAGES:							
FTEs		***0.33***	***0.33***	***0.33***	***0.33***	-	0.00%
100-4.4159.1101	Wages - Regular	12,500	9,375	12,500	12,500	-	0.00%
	Total Salaries & Wages Cost	**12,500**	**9,375**	**12,500**	**12,500**	-	0.00%
BENEFITS:							
100-4.4159.1201	FICA/Medicare	934	696	932	963	31	3.33%
100-4.4159.1202	Retirement Plan	375	375	500	500	-	0.00%
100-4.4159.1203	Workman's Comp	42	38	39	36	(3)	-7.69%
100-4.4159.1205	Medical / Dental Insura	686	678	879	-	(879)	-100.00%
	Total Benefits Costs	**2,037**	**1,787**	**2,350**	**1,499**	(851)	-36.21%
	Total Personnel Costs	**14,537**	**11,162**	**14,850**	**13,999**	(851)	-5.73%
OPERATIONS:							
100-4.4159.6405	Dues & Subscriptions	175	175	-	-	-	0.00%
100-4.4159.7060	Pub Trustee Cks Written	-	(530)	-	-	-	0.00%
	Total Operations Costs	**175**	**(355)**	**-**	**-**	-	0.00%
	TOTAL EXPENDITURES	**14,712**	**10,807**	**14,850**	**13,999**	(851)	-5.73%
REVENUE OVER/(UNDER) EXPENDITURES		**33,085**	**32,908**	**162,226**	**1**	(162,225)	-100.00%

CSU EXTENSION OFFICE

Description

The mission of CSU Extension is to provide information and education as well as facilitate the application of research-based knowledge in response to local, state, and national issues affecting individuals, youth, families, agricultural enterprises, and communities of Colorado. The Extension Office implements this mission by providing leadership, guidance, direction and assistance in the development and implementation of programs in Archuleta County and the San Juan Basin Area. The Extension Office cooperates with many federal, state, county, local agencies and organizations as well as appropriate county and area program advisory committees.

Core Services

- Responsible for overall planning, coordination, execution, and evaluation of county and certain regional programs for the general public and various agencies. Director and staff are expected to assist in developing, coordinating and participating in these broad multi-disciplinary programs in the following categories: Agriculture, Natural Resources, Family & Consumer Sciences, 4-H, Youth Development, Nutrition, Science & Technology, Horticulture and Community Development
- Manage and promote the local 4-H youth organization, which includes programming for youth and volunteers, by educating these youth in valuable life skills, such as leadership, ethics, decision making, record keeping, responsibility and community service.
- Assist general public in day to day questions and concerns about a myriad of topics and subjects which are done in person, on the phone, through e-mail, fax and where needed, video conferencing. The Extension Office provides services such as ranch visits, soil testing, hay testing, forage testing, insect and weed identification and various other services.
- Work closely with the Board of County Commissioners and other County Departments in communicating needs, direction and implementation of programs. This includes developing and administering the County Extension budget in cooperation with the County Commissioners.
- Responsible for scheduling rental of facilities and various county-owned inventories. This includes any and all financial tasks and maintenance requests associated with the rentals.
- Works intimately with the Archuleta County Fair Board in the planning, organizing and general tasks associated with putting on the Archuleta County Fair.
- Collaborate with other agencies such as the Economic Development District, Adult Education Center, Natural Resource Conservation Service, Firewise of Southwest Colorado and Archuleta County School District to increase education about priority issues and to encourage community participation in Rural Revitalization projects.

2013 Accomplishments

- After 8 months without a County Director/Agent, Roberta Tolan was hired to fill the position in June, 2013.

- 4-H &Youth Development: The 4-H program in Archuleta County remains very strong with the number of youth participating in 4-H increasing slightly in 2013.This results in 6.3% of all Archuleta County youth ages 5-19 participating in 4-H compared to only 1% in Colorado and 2.5 nationally. The number of adult volunteers also increased to 33 adults, up 10% from 2012. In addition the number of youth who completed their project and presented at Fair increased from 90 in 2012 to 102 in 2013, an increase of 13.3%. The Livestock Sale at the County Fair generated a record dollar amount of approximately $175,000, an increase of over 50% over 2012. Some of these dollars are used to help fund 4-H livestock projects feed and maintenance costs.
- Agriculture and Natural Resources: CSU Extension partnered with other County departments, governmental organizations and non-profit organizations to provide educational programs in natural resource and property management, food safety and preservation, horticulture, high altitude gardening, fire mitigation and potato production. Approximately 250 people attended these workshops with 90% stating a minimum of 20% increase in knowledge of the subject matter. For the first time, three food preservation classes were also taught in Arboles.
- Emergency Response: Working with the Archuleta County Humane Society, an emergency response plan was established for pets and service animals.
- Consumer and Family Education: Weekly articles were submitted to the paper about agriculture, family issues, and health and youth development. In addition, a weekly radio program through KWUF generated interest on all issues related to the above topics.
- Customer Service: Through May, 2013, 415 county residents called the Extension office with questions regarding 4-H, agriculture, horticulture or consumer and family sciences.
- Administration: A new Extension Advisory Board was established to provide guidance on program development. The Advisory Board consists of eleven voting members representing a broad spectrum of County interests.

<u>2014 Goals</u>

Using the recently conducted focus groups of Archuleta County residents as a guide, the following 2014 Goals reflect how CSU Extension can address the top goals articulated in the focus group results.

Efficient/Effective Government Operations
Maintain and build on current Extension programming that meets the changing needs of Archuleta County citizens while responding to the fiscal needs of the County.

Financial Goal:

- Increase revenue in 2014 to $15,400 budget while decreasing operating expenses as much as possible to achieve a net decrease in expenses by the requested 8.5%.

Improved Education/Training System, Youth Activities, Job Skills
A Colorado 4-H Impact Study conducted in 2005 showed that students involved in 4-H are more likely to succeed in school getting more A's than other students, are more involved as leaders in their school and community, are looked up to as role models and help others in the community.

4-H Goal:

- Provide two new project categories outside of the traditional livestock project opportunities that will develop job skills.

- Begin development of a 4-H high school leadership program to help students build a stronger resume for college applications.
- Collaborate with other SW counties to develop a regional retreat in 2014 for 4-H youth to develop leadership skills, ethics, and self-confidence and connect with other youth throughout the region.
- Work with various community leaders to determine one new educational program for youth that will develop job skills that can be used in the local community.

Cleaner Community/County

Family and Consumer Sciences/Environmental Protection Goal:

- Partner with the County Solid Waste Department to conduct two community shred-it events in 2014 for county residents to shred documents, help prevent identity theft and increase recycling while generating revenue for Extension programs and for the Solid Waste Department.

Resource Development – Geothermal Industry and Geothermal Public Green Houses

Community Development Goal:

- Work with the Geothermal Greenhouse Project to help facilitate the generation of $25,000 toward the building of one grow-dome in Pagosa Springs that will eventually be used for environmental education and will create another 4-H project opportunity.

Public Safety and Economic Development

Program Development Goal:

- Provide CPR, First Aid and Child Care Certification Programs for local businesses and 4-H leaders previously provided by the Education Center while generating revenue for Extension programs.

Community Involvement

Administrative Goal:

- Involve all Extension stakeholders including Advisory Board members, 4-H youth and leaders, volunteers, partnering agencies and organizations, staff and all interested community members in the development of an Extension Strategic Plan that will develop programming goals that satisfy the Extension educational mission while helping to accomplish County-wide goals as outlined in the Archuleta County Strategic Plan.

<u>Key Performance Measures</u>

- Generate $15,400 in additional revenue in 2014 by expanding mission driven Extension programming while maintaining current programs and staffing levels.
- Conduct two shred-it events in 2014.
- Add two non-traditional 4-H projects in 2014.
- Provide CPR and First Aid training for an additional 150 individuals in 2014.
- Develop and implement an Archuleta Extension Strategic Plan in 2014.

CSU EXTENSION OFFICE - 4610

		2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES							
100-3.4610.3820	Rents & Royalties	$ 7,793	$ 4,887	$ 3,846	$ 2,000	(1,846)	-48.00%
100-3.4610.5550	Misc Rev & Refunds	1,127	2,879	902	14,000	13,098	1452.11%
	TOTAL REVENUES	**8,920**	**7,766**	**4,748**	**16,000**	11,252	236.98%
EXPENDITURES							
SALARIES & WAGES:							
FTEs		***2.00***	***2.00***	***2.00***	***2.00***	-	0.00%
100-4.4610.1101	Wages - Regular	59,819	61,852	56,944	59,405	2,461	4.32%
100-4.4610.1102	Wages - OT	214	1,029	26	-	(26)	-100.00%
	Total Salaries & Wages Cost	**60,033**	**62,881**	**56,970**	**59,405**	2,435	4.27%
BENEFITS:							
100-4.4610.1201	FICA/Medicare	4,178	4,346	4,044	4,544	500	12.36%
100-4.4610.1202	Retirement Plan	2,393	2,469	2,368	2,376	8	0.34%
100-4.4610.1203	Workman's Comp	212	195	200	172	(28)	-14.00%
100-4.4610.1204	Unemployment Insurance	179	189	54	178	124	229.63%
100-4.4610.1205	Medical / Dental Insura	12,282	15,116	16,807	19,948	3,141	18.69%
	Total Benefits Costs	**19,244**	**22,315**	**23,473**	**27,218**	3,745	15.95%
	Total Personnel Costs	**79,277**	**85,196**	**80,443**	**86,623**	6,180	7.68%
OPERATIONS:							
100-4.4610.3209	Other Professional Serv	9,271	6,931	6,177	12,710	6,533	105.76%
100-4.4610.4110	Water & Sewer	629	841	1,353	1,800	447	33.04%
100-4.4610.4111	Disposal services	1,826	1,891	2,152	2,180	28	1.30%
100-4.4610.4112	Electric	5,350	4,716	4,352	4,800	448	10.29%
100-4.4610.4113	Gas	3,082	3,440	2,961	4,000	1,039	35.09%
100-4.4610.4114	Finance Charges	-	11	4	-	(4)	-100.00%
100-4.4610.4301	Buildings/Structures-R&	838	1,214	7,448	2,500	(4,948)	-66.43%
100-4.4610.5302	Postage	464	284	336	250	(86)	-25.60%
100-4.4610.5303	Telephone	2,797	2,078	1,806	2,200	394	21.82%
100-4.4610.5802	Meals & Entertainment	-	-	-	400	400	0.00%
100-4.4610.5803	Training & Education	2,279	2,899	3,215	2,500	(715)	-22.24%
100-4.4610.6106	Program Supplies	-	-	956	-	(956)	-100.00%
100-4.4610.6117	Janitorial	678	1,340	1,436	1,020	(416)	-28.97%
100-4.4610.6121	Office Supplies	3,533	5,790	2,914	1,000	(1,914)	-65.68%
100-4.4610.6125	Uniforms	-	-	-	-	-	0.00%
100-4.4610.6361	Fuel	1,023	960	1,752	1,000	(752)	-42.92%
100-4.4610.6364	Fleet Charges	849	528	3,114	800	(2,314)	-74.31%
100-4.4610.6405	Dues & Subscriptions	195	229	585	380	(205)	-35.04%
100-4.4610.7411	Computer Equipment	-	2,499	224	-	(224)	-100.00%
100-4.4610.7431	Furniture & Fixtures	3,265	2,105	-	-	-	0.00%
	Total Operations Costs	**36,079**	**37,756**	**40,785**	**37,540**	(3,245)	-7.96%
	TOTAL EXPENDITURES	**115,356**	**122,952**	**121,228**	**124,163**	2,935	2.42%
CAPITAL OUTLAY:							
100-4.4610.8505	Capital Outlay-Vehicle	-	-	-	-	-	0.00%
	Total Capital Outlay	-	-	-	-	-	0.00%
	TOTAL EXPENDITURES	**115,356**	**122,952**	**121,228**	**124,163**	2,935	2.42%
REVENUE OVER/(UNDER) EXPENDITURES		**(106,436)**	**(115,186)**	**(116,480)**	**(108,163)**	8,317	-7.14%

CSU EXTENSION OFFICE (CHECKING) - 5226

		2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES							
100-3.5226.3410	Charges for Services	$ 11,168	$ 6,093	$ 5,828	$ 10,000	4,172	71.59%
100-3.5226.3610	Interest Revenue	3	-	-	-	-	0.00%
	TOTAL REVENUES	**11,171**	**6,093**	**5,828**	**10,000**	4,172	71.59%
EXPENDITURES							
100-4.5226.6100	Supplies-General and Of	-	-	-	-	-	0.00%
100-4.5226.6126	Ext Office Expenditures	12,550	7,980	8,340	10,000	1,660	19.90%
	TOTAL EXPENDITURES	**12,550**	**7,980**	**8,340**	**10,000**	1,660	19.90%
	REVENUE OVER/(UNDER) EXPENDITURES	**(1,379)**	**(1,887)**	**(2,512)**	**-**	2,512	-100.00%

DEVELOPMENT SERVICES (BUILDING)

Mission Statement

The mission of the Building Department is the protection of life, health, property, and public welfare through effective administration and enforcement of the building codes. In accomplishing this mission, we strive to maintain the highest levels of fairness, professionalism, and ethical conduct toward the citizens of Archuleta County whom we serve.

Description

The County Building Department is responsible for enforcing the Building Codes and related ordinances adopted by the County. This is carried out by the review and approval of plans for new construction and renovation, the appropriate and periodic inspection of existing residential and commercial structures, and the inspection of property to assure that it is maintained in an appropriate manner that does not negatively impact the health, safety and general welfare of residents of the unincorporated areas of the County.

Core Services

- Enforcement of the adopted ICC 2006 Building Codes and sub-codes including:
    - ICC 2006 Building Code
    - ICC 2006 Mechanical Code
    - ICC 2006 Energy Conservation Code
    - ICC 2006 Property Maintenance Code
    - ICC 2009 International Fire Code
- Enforcement of the County Nuisance Ordinance
- Inspection for and issuance of Certificates of Occupancy (CO's)

2013 Accomplishments

- Continued the nuisance process with the County Attorney's Office.
- Improved communication with the Pagosa Fire Protection District, PAWSD, Town of Pagosa and PLPOA, with regard to code enforcement, plan reviews and the permit process in general.
- Continued participation in the JUC meetings and Pagosa Area Builders Committee.
- Streamlined plan review process that allowed consistently shorter permit turn around time throughout our busiest building season in several years.
- Worked with the Town of Pagosa, Builders Committee, and Pagosa Fire District to adopt the 2009 International Fire Code an update from the 2006 IFC.

2014 Goals

- Continue to improve the coordination of complaint and enforcement efforts with the San Juan Basin Health District, Town of Pagosa Springs and Pagosa Springs Fire District.
- Continue the coordination of efforts for Code Enforcement in conjunction with county Metro Districts and Home Owner Associations. (Piedra Park, PLPOA, Aspen Springs, etc)
- Continue to improve the criminal and prosecutorial element of County Nuisance Ordinance and Property Maintenance Code in conjunction with County Attorney.
- Upon receipt of CityWorks software, implement a system to allow congruent plan review process between Building Department, fire district and PAWS.

- Continue to issue permits for the regulation and inspections according to the Building Codes adopted by Archuleta County.

Key Performance Measures

- Process all building permit applications within 5-10 working days of completed applications.
- Return all telephone calls and inquiries within 24 hours.
- Investigate all nuisance complaints and prepare an action plan for review within five working days.
- Complete all requests for inspections within five working days.

DEVELOPMENT SERVICES (BUILDING) - 4340

		2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES							
100-3.4340.3221	Building Permits	$ 142,850	$ 156,746	$ 188,080	$ 185,000	(3,080)	-1.64%
100-3.4340.3410	Building Charges	32	750	-	-	(750)	-100.00%
	TOTAL REVENUES	**142,882**	**157,496**	**188,080**	**185,000**	27,504	17.46%
EXPENDITURES							
SALARIES & WAGES:							
FTEs		***2.50***	***2.00***	***1.50***	***1.50***	-	0.00%
100-4.4340.1101	Wages - Regular	71,040	75,849	57,894	60,855	2,961	5.11%
100-4.4340.1102	Wages - OT	770	-	-	-	-	0.00%
100-4.4340.1103	Wages- part-time	32,154	-	-	-	-	0.00%
	Total Salaries & Wages Cost	**103,964**	**75,849**	**57,894**	**60,855**	2,961	5.11%
BENEFITS:							
100-4.4340.1201	FICA/Medicare	7,272	5,302	4,184	4,655	471	11.26%
100-4.4340.1202	Retirement Plan	4,106	3,076	2,402	2,434	32	1.33%
100-4.4340.1203	Workman's Comp	1,253	1,605	1,646	876	(770)	-46.78%
100-4.4340.1204	Unemployment Insurance	295	216	39	183	144	369.23%
100-4.4340.1205	Medical / Dental Insura	17,507	15,189	14,252	16,742	2,490	17.47%
	Total Benefits Costs	**30,433**	**25,388**	**22,523**	**24,890**	2,367	10.51%
	Total Personnel Costs	**134,397**	**101,237**	**80,417**	**85,745**	5,328	6.63%
OPERATIONS:							
100-4.4340.3209	Other Professional Services	-	542	1,122	1,000	(122)	-10.87%
100-4.4340.4110	Water & Sewer	-	-	84	220	136	161.90%
100-4.4340.4112	Electric	-	-	-	-	-	0.00%
100-4.4340.4113	Gas	-	-	-	-	-	0.00%
100-4.4340.4301	Buildings/Structures	-	-	-	-	-	0.00%
100-4.4340.4307	Software Maintenance	-	18,574	-	-	-	0.00%
100-4.4340.4416	Other Rents/Leases	150	-	-	-	-	0.00%
100-4.4340.5302	Postage	67	13	66	100	34	51.52%
100-4.4340.5303	Telephone	2,840	2,866	2,764	2,800	36	1.30%
100-4.4340.5401	Advertising/Publishing	40	-	-	50	50	0.00%
100-4.4340.5502	Filming & Microfilming	1,382	1,360	1,422	1,600	178	12.52%
100-4.4340.5504	Printing & Binding	-	-	-	-	-	0.00%
100-4.4340.5802	Meals & Entertainment	-	23	10	50	40	400.00%
100-4.4340.5803	Training & Education	3,317	12,531	4,934	3,000	(1,934)	-39.20%
100-4.4340.6107	Inventory Items & Mater	1,314	616	1,498	1,000	(498)	-33.24%
100-4.4340.6108	Food	92	-	-	-	-	0.00%
100-4.4340.6117	Janitorial	-	-	-	-	-	0.00%
100-4.4340.6121	Office Supplies	1,345	981	946	1,500	554	58.56%
100-4.4340.6125	Uniforms	502	635	272	250	(22)	-8.09%
100-4.4340.6126	Other Operating Supplie	125	-	5	-	(5)	-100.00%
100-4.4340.6262	Tires & tubes	-	15	-	-	-	0.00%
100-4.4340.6361	Fuel	3,412	3,473	2,923	3,000	77	2.63%
100-4.4340.6364	Fleet Charges	3,145	3,794	3,103	3,500	397	12.79%
100-4.4340.6405	Dues & Subscriptions	235	125	150	-	(150)	-100.00%
100-4.4340.6411	Refunds, Awards & Indem	457	326	-	-	-	0.00%
100-4.4340.7020	Misc. Expense	62	-	820	30,000	29,180	3558.54%
	Total Operations Costs	**18,485**	**45,874**	**20,119**	**48,070**	27,951	138.93%
	TOTAL EXPENDITURES	**152,882**	**147,111**	**100,536**	**133,815**	33,279	33.10%
REVENUE OVER/(UNDER) EXPENDITURES		**(10,000)**	**10,385**	**87,544**	**51,185**	(36,359)	-41.53%

DEVELOPMENT SERVICES (PLANNING)

Mission

The mission of the Planning Department is to facilitate community development in the unincorporated area of the County while promoting sound, safe and orderly land use development through consistent application of the Land Use Regulations.

Description

The Planning Department facilitates development by reviewing development applications for customers who include local and non-local residents consistent with the County Land Use Regulations and Zoning. When development is not possible under current Regulation, staff may draft and recommend amendments to County regulatory documents based on successful planning models and land use practices used elsewhere, or devise unique solutions specific to our local environment.

Core Services

- Facilitate development by assisting customers through the land use permit process; land use changes are also governed by State Statute.
- Review land use legislation to balance development with mitigations for associated impacts
- Administer the National Flood Insurance Program in conjunction with FEMA
- Update and implement the County Community Plan, zoning regulations and Future Land Use Map.
- Assign addresses to platted properties for emergency purposes and efficiency
- Regulate and permit signage
- Provide technical land use and planning assistance to the Board of County Commissioners and other County departments, Archuleta County Planning Commission

Top Accomplishments and Challenges

- Incorporated the .5 FTE Planning Technician position with the .5 FTE Building Technician shared by Building and Planning; full-time staffing of the office has resulted in increased customer confidence, customer service improvements and administrative support allowing department heads to focus their efforts more appropriately.
- Continue to recommend Land Use Regulations amendments to the Planning Commission to further the mission of facilitating development. Much more work remains to be done.
- Completed a revised Lot Consolidation/de-consolidation process which is much more smoothly than previous process.
- Devised a Plat Processing Procedure which was endorsed by the Board of County Commissioners.
- Reformatted the Land Use Regulations, completed numerous technical revisions and printed new copies for all Planning Commissioners and Staff.
- Continue to process larger numbers of applications, especially Lot Consolidations.
- Revised Planning Commission bylaws have resulted in much more effective and quick meeting Planning Commission meetings. Meeting time reduced nearly in half.

Key Performance Measures

- Hire a Planning Manager by December 31, 2013.
- Conduct a total review of all Land-Use Codes and recommend to the Planning Commission proposed changes to make the codes as user/business friendly as possible and as efficient and effective as possible, by June 2014.

- Process all completed land use permit applications, to final decision, within 14 days of completeness.
- Approve or deny, with cause, all complete land use applications, falling within Administrative per-view, within 14 days excluding applications requiring Planning Commission and/or BoCC approval.

DEVELOPMENT SERVICES (PLANNING) - 4341

		2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES							
100-3.4341.3410	Planning Charges	$ 22,601	$ 18,464	$ 29,799	$ 26,585	(3,214)	-10.79%
	TOTAL REVENUES	**22,601**	**18,464**	**29,799**	**26,585**	8,121	43.98%
EXPENDITURES							
SALARIES & WAGES:							
FTEs		***2.00***	***1.50***	***1.50***	***1.50***	-	0.00%
100-4.4341.1101	Wages - Regular	76,230	61,402	68,753	73,449	4,696	6.83%
100-4.4341.1103	Wages- part-time	-	10,200	-	-	-	0.00%
	Total Salaries & Wages Cost	**76,230**	**71,602**	**68,753**	**73,449**	4,696	6.83%
BENEFITS:							
100-4.4341.1201	FICA/Medicare	5,559	5,165	5,091	5,619	528	10.37%
100-4.4341.1202	Retirement Plan	3,061	2,710	2,864	2,938	74	2.58%
100-4.4341.1203	Workman's Comp	339	214	219	213	(6)	-2.74%
100-4.4341.1204	Unemployment Insurance	242	231	118	220	102	86.44%
100-4.4341.1205	Medical / Dental Insura	10,057	10,601	12,245	16,742	4,497	36.73%
	Total Benefits Costs	**19,258**	**18,921**	**20,537**	**25,732**	5,195	25.30%
	Total Personnel Costs	**95,488**	**90,523**	**89,290**	**99,181**	9,891	11.08%
OPERATIONS:							
100-4.4341.3209	Other Professional Serv	-	-	-	-	-	0.00%
100-4.4341.4110	Water & Sewer	-	-	84	200	116	138.10%
100-4.4341.4112	Electric	-	-	-	-	-	0.00%
100-4.4341.4113	Gas	-	-	-	-	-	0.00%
100-4.4341.4301	Buildings/Structures-R&	-	-	-	-	-	0.00%
100-4.4341.5302	Postage	180	87	84	100	16	19.05%
100-4.4341.5303	Telephone	2,248	2,312	2,365	2,300	(65)	-2.75%
100-4.4341.5401	Advertising/Publishing	75	71	51	100	49	96.08%
100-4.4341.5502	Filming & Microfilming	1,121	930	817	600	(217)	-26.56%
100-4.4341.5803	Training & Education	-	80	-	1,550	1,550	0.00%
100-4.4341.5804	Travel Costs	135	553	-	-	-	0.00%
100-4.4341.5805	Tuition Reimbursement	-	-	-	-	-	0.00%
100-4.4341.6108	Food	-	-	-	-	-	0.00%
100-4.4341.6117	Janitorial	-	-	-	50	50	0.00%
100-4.4341.6121	Office Supplies	347	321	192	800	608	316.67%
100-4.4341.6126	Other Operating Supplies	-	-	5	-	(5)	-100.00%
100-4.4341.6405	Dues & Subscriptions	250	250	263	275	12	4.56%
	Total Operations Costs	**4,356**	**4,604**	**3,861**	**5,975**	2,114	54.75%
	TOTAL EXPENDITURES	**99,844**	**95,127**	**93,151**	**105,156**	12,005	12.89%
REVENUE OVER/(UNDER) EXPENDITURES		**(77,243)**	**(76,663)**	**(63,352)**	**(78,571)**	(15,219)	24.02%

DISTRICT ATTORNEY

Description

Every district attorney, before entering upon the duties of his office, shall take and subscribe an oath to support the constitution of the United States and the organic law of the state and that he will faithfully discharge the duties of his office.

The duties of the District Attorney are set by Colorado State Statute.

DISTRICT ATTORNEY - 4131

		2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
EXPENDITURES							
OPERATIONS:							
100-4.4131.3205	Professional Legal Serv	$ 332,598	$ 343,658	$ 268,446	$ 347,260	78,814	29.36%
100-4.4131.5302	Postage	379	436	405	-	(405)	-100.00%
100-4.4131.7020	Misc Expenditures	-	-	169,041	-	(169,041)	-100.00%
	Total Operations Costs	**332,977**	**344,094**	**437,892**	**347,260**	(90,632)	-20.70%
	TOTAL EXPENDITURES	**332,977**	**344,094**	**437,892**	**347,260**	(90,632)	-20.70%

FINANCE

Mission

The mission of the Finance Department is to promote sound financial management, provide financial accountability to the citizens and the safeguarding of County assets.

Description

The Finance Department ensures the financial stability of the County by managing all financial functions. It is responsible for providing financial management policy recommendations and solutions to the County Administrator and Board of County Commissioners in order to preserve the long-term financial health of the County.

Core Services

- To provide accountability of all financial reporting.
- Assess financial condition and results of operations; determine compliance with finance-related laws, rules, and regulations, and comparing actual financial results with legally adopted budget.
- Maintains the general accounting records of the County.
- Manages and administers accounting, accounts payables, payroll, grant administration, contracts and procurement, inventory, and fixed assets.
- Prepare County's annual financial statements in compliance with Governmental Accounting Standards Board (GASB).
- Prepares, implements, and monitors the County's annual budget in compliance with State Statues.
- Develops implements and monitors financial policies and procedures.
- Acting for the County Budget Officer, prepares and recommends the annual budget to the Board of County Commissioners. Recommends and justifies staffing, operating expenses, capital expenditures and revenue sources for all departments and agencies of the County government.

2013 Accomplishments

- Recruited and oriented a new, highly qualified Finance Director
- Overhauled the DHS Accounting system, including coding, accruals, and reconciliation for more transparent reporting
- Maintained timely monthly processing and reporting while the department was at approximately 70% staffing over four months
- Working with the IT department, found a way to complete the County's part of a regional Broadband project, and to complete the County's internet and network upgrade project for less than half of the budgeted amount, saving the County about $194,000 in equipment and service costs
- Working with the IT department, exploited the above network upgrade to roll out a new (VOIP) system to replace the existing (failing) phone system, and to do so at about 30% under budget, saving the County about $30,000 on the conversion.
- Based on changes in equipment and systems above, was able to replace Ethernet, internet and phone contracts/providers, with new contracts, expected to save the County at least $75,000/year for the next 4-5 years
- As a services to the local Housing Authority, was able to procure for them a new Management Agent, providing to them expertise previously unavailable and also relieving the County of significant work that the County was under qualified to perform.

- Assisted Solid Waste director in his project to procure equipment that will allow the Recycling program to become a revenue generating activity. (In particular, helped with part of a grant application, budgeting and estimating costs, and procurement in compliance with grant terms, etc.)

2014 Goals

1) Improve and implement Finance Department policies and procedures
2) Revise the current Procurement Manual to improve Internal Controls
3) Develop better systems and integration with other departments
4) Implement county-wide fiscal responsibility

Key Performance Measures

- Procure goods and services in a timely, effective, and accurate manner to meet the deadlines required in contracts, and to keep other departmental objectives on schedule, and within Revised Statutes and Procurement Policy and processes.
- Support the external contracted auditors to assure that the Annual Financial Audit is completed by the end of May of the following year being audited.
- Correct any and all negative audit findings by the end of the year they are received.
- Monitor and work with departments to assure that the Approved Budget is being followed and all departmental budgets finish the year in the black.

FINANCE - 4150

		2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES							
100-3.4150.3340	DOLA Grant	$ 31,440	$ -	$ -	$ -	-	0.00%
100-3.4150.3419	Admin Fee Revenue	44,602	109,102	112,751	141,965	32,863	30.12%
100-3.4150.3553	Employee Medical Contri	2,342	-	-	-	-	0.00%
100-3.4150.5550	Misc Revenue & Refunds	851	3,676	1,741	-	(1,741)	-100.00%
	TOTAL REVENUES	**79,235**	**112,778**	**114,492**	**141,965**	27,473	24.00%
EXPENDITURES							
SALARIES & WAGES:							
FTEs		***4.00***	***4.00***	***4.00***	***4.00***	-	0.00%
100-4.4150.1101	Wages - Regular	211,477	217,198	199,918	224,852	24,934	12.47%
	Total Salaries & Wages Cost	**211,477**	**217,198**	**199,918**	**224,852**	24,934	12.47%
BENEFITS:							
100-4.4150.1201	FICA/Medicare	15,362	16,006	15,026	17,201	2,175	14.47%
100-4.4150.1202	Retirement Plan	8,219	8,699	8,342	8,994	652	7.82%
100-4.4150.1203	Workman's Comp	743	638	654	652	(2)	-0.31%
100-4.4150.1204	Unemployment Insurance	651	651	240	675	435	181.25%
100-4.4150.1205	Medical / Dental Insura	18,257	19,489	24,879	29,349	4,470	17.97%
	Total Benefits Costs	**43,232**	**45,483**	**49,141**	**56,871**	7,730	15.73%
	Total Personnel Costs	**254,709**	**262,681**	**249,059**	**281,723**	32,664	13.11%
OPERATIONS:							
100-4.4150.3203	Auditing & Accounting	33,750	46,289	39,716	35,000	(4,716)	-11.87%
100-4.4150.3204	Consultants	4,860	4,860	4,860	5,000	140	2.88%
100-4.4150.3209	Other Professional Services	-	6,820	13,274	26,180	12,906	97.23%
100-4.4150.4307	Software Maintenance	1,153	20,508	23,514	29,615	6,101	25.95%
100-4.4150.4413	Furniture/Fixtures/Office	-	-	225	-	(225)	-100.00%
100-4.4150.5202	Official Bonds	149	-	-	-	-	0.00%
100-4.4150.5302	Postage	1,645	1,482	1,238	1,500	262	21.16%
100-4.4150.5303	Telephone	1,604	1,402	1,131	1,200	69	6.10%
100-4.4150.5401	Advertising/Publishing	4,410	4,860	3,556	4,000	444	12.49%
100-4.4150.5504	Printing & Binding	939	351	-	200	200	0.00%
100-4.4150.5803	Training & Education	2,833	3,634	-	2,200	2,200	0.00%
100-4.4150.5804	Travel Costs	-	600	-	150	150	0.00%
100-4.4150.6121	Office Supplies	3,112	2,872	1,363	1,500	137	10.05%
100-4.4150.6124	Small Tools & Equipment	695	4,026	-	1,500	1,500	0.00%
100-4.4150.6405	Dues & Subscriptions	1,099	1,887	540	500	(40)	-7.41%
100-4.4150.6606	Dola Grant	31,440	-	-	-	-	0.00%
100-4.4150.7050	Misc Expenditures	55	4,188	383	-	(383)	-100.00%
100-4.4150.7411	Computer Equipment	-	-	4,701	-	(4,701)	-100.00%
	Total Operations Costs	**87,744**	**103,779**	**94,501**	**108,545**	14,044	14.86%
	TOTAL EXPENDITURES	**342,453**	**366,460**	**343,560**	**390,268**	46,708	13.60%
REVENUE OVER/(UNDER) EXPENDITURES		**(263,218)**	**(253,682)**	**(229,068)**	**(248,303)**	(19,235)	8.40%

Archuleta County Finance Department 2014 Strategic Plan

This plan is also meant to be instructional in nature. Therefore, explanations are included to provide an understanding of the underlying intent of the various sections.

Benefits of a Strategic Plan

1) Provides a sense of direction to the Finance department as a whole.
2) Provides a disciplined and systematic approach to manage the Finance department.
3) Focuses the department on the prioritized issues at hand.

Definition of a Strategic Plan

1) Provides a written job description of the Finance department's management strategy.
2) Road map for the Finance department providing direction.
3) Defines the purpose of Finance and the means of accomplishing our goals.

The Finance Department's Mission Statement

1) Definition:
   a. A mission statement sets out the purpose and goals for Finance.
      Not too general - not too specific
      Flexible
      b. Verbs our department identified to describe our purpose. To:
         Record
         Classify
         Educate
         Inform
         Report
         Comply
         Increase accuracy
         Provide timely data

The purpose of Finance is the consistent pursuit of excellence in fiscal responsibility by promoting sound financial management and compliance, accurate and timely financial reporting, provide financial accountability and transparancy to the citizens, and to safeguard the financial assets of Archuleta County.

S.W.O.T. Analysis

STRENGTHS

1) Archuleta County already has an Adopted Procurement Policy.
2) Great teamwork within the department.
3) Partial development of Finance department Policies and Procedures in existence.
4) Staff savvy with Excel, Word, and other computer programs used for the Finance department tasks.
5) Staff dedicated to protecting the financial stability of the County.
6) Management philosophy includes a commitment to transparency.
7) Experienced contracts personnel to process RFP s, IFB s, etc. and for leveraging opportunities.
8) Finance department personnel willingly cooperate with adjusting the way that tasks are completed to better the department s efficiency.
9) Many internal controls already in place to safe guard the County and it s assets.
10) Management's commitment to the pursuit of excellence in financial management, reporting, and fiscal responsibility.
11) Financial Management experience in governmental reporting, audits, and development & implementation of internal control environments.

WEAKNESSES

1) Insufficient county-wide training and enforcement of policy to reduce internal control audit noncompliance.
2) Lacking in-depth experience on some of the modules of our ERP Financial Management software, which hinders efficiency and productivity.
3) Back-log of complex CASA & HUD documentation requirements after close out of the County's management agent role in that program.
4) Lack of well-documented departmental procedures.
5) Lack of staffing longevity within the Finance Department.

OPPORTUNITIES

1) Cross training so that more than one person in the department knows how to complete key processes, so that in the absence of the person responsible, the processes will still be completed and the stress level will also be lowered resulting in improved accuracy and timeliness.
2) Necessary training provided so that the staff will have all of the information and knowledge to better complete their tasks and maintain compliance with statutes, policies and procedures.
3) Review Policies and Procedures to more accurately define responsibilities and processes and promote better compliance.
4) Strengthen relationships with outside entities by providing better AP & AR customer service through training and better procedures.
5) Complete the audit with another Unqualified Opinion to continue the high reporting standards and integrity of the Finance department despite recent staffing turnover.
6) Maintain a balanced budget, which does not use Fund Balance funds, to ensure future financial stability for the County.
7) Develop better procedures for communication within the Finance department and with other County departments.
8) Develop, enhance, and enforce the County s internal control environment for comprehensive compliance.
9) Finish DHS training for the DHS Accountant to improve performance and provide increased knowledge and experience in order to eventually eliminate the DHS Accounting (reconciliation) burden from the Contracts & Procurement function.

S.W.O.T. Analysis

THREATS

1) The turnover rate in the Finance department has been 200% over the past 4 years (except for the Contracts & Procurement Officer position), therefore the current team is (relatively) new and lacking depth of experience in their positions at Archuleta County.
2) Changes in DHS accounting, combined with the unexpected departure of the former Finance Director in 2013 contributed to reconciliation delays which caused a significant delay in the completion of the 2012 annual audit so that it coincided with the budget cycle slowing it down. Therefore, once again the 2014 audit is about two months behind schedule.
3) Untimely invoice submissions, combined with only two AP check runs per month (which must be approved at BOCC meetings), can create customer satisfaction issues with vendors regarding payment frequency.
4) Finance & HR communication is paramount because occasionally some compensation process entry is not completed in HR until after pay period deadlines, therefore leading to errors in the Payroll process which is completed by the Finance department.
5) Declining Revenue in 2014, and likely in 2015 as well.
6) With recent turnover in the Finance Director and County Administrator positions, additional burden was placed on the Contracts & Procurement officer, hence delaying the process for various contracts and procurements, purchases, and grants.

Take the Strengths and Opportunities lists and use them to mitigate or eliminate the Weaknesses and Threats that face the Finance Department.

The goals that we developed below will be aimed at the Weaknesses of, or Threats to the Finance Department.

Everything's fair game in developing the SWOT analysis, even at the risk of slightly hurting some feelings. The reason for the Strategic Plan is to ensure the long term viability of the Finance Department.

Develop List of Goals

1) Cross training within the Finance department.
2) Training for Finance and DHS Finance staff.
3) Transfer all DHS Accounting to DHS Accountant.
4) Improve Finance policies and procedures.
5) Update Procurement Manual to improve Internal Controls.
6) Complete 2014 County annual audit on time with an unqualified opinion.
7) Better communication.
8) Reduce turnover rate in Finance department.
9) Better systems/integration/communication with other departments (eg: Human Resources).
10) Balanced County Budget, without use of Fund Balance.
11) Produce a CAFR and earn the GFOA Certificate of Excellence in Financial Reporting; as well as for Budgeting.
12) Design and implement a comprehensive Internal Control Framework for Archuleta County.
13) Implement fiscal responsibility county-wide.
14) Implement Finance Department Strategic Plan.

Archuleta County Finance Department 2014 Strategic Plan

Prioritize Goals

1) Implement Finance Department Strategic Plan.
2) Balanced 2015 County Budget, on deadline, without use of Fund Balance.
3) Implement fiscal responsibility county-wide.
4) Cross training within the Finance department.
5) Better systems/integration/communication with other departments (eg: Human Resources).
6) Internal training for Finance and DHS Finance staff.
7) Improve Finance policies and procedures.
8) Update Procurement Manual to improve Internal Controls.

Goal #1

1) **Implement Finance Department Strategic Plan.**

A. **Objectives**

Include in the 2014 Budget book.

Action Plan

Person Responsible	Time Frame
Finance Director	**by January 31, 2014**

This five page Finance Department Strategic Plan is included in the 2014 Budget Book.

B. **Objectives**

Review the Strategic Plan with the Finance department staff.

Action Plan

Person Responsible	Time Frame
Finance Director	**Before the final 2014 Budget Book is complete.**

Review with the Finance Department staff for accuracy and mutual agreement.

Goal #2

1) **Balanced 2015 County Budget, on deadline, without use of Fund Balance.**

A. **Objectives**

Public hearing and presentation of 2015 Proposed Budget to BOCC.

Action Plan

Person Responsible	Time Frame
Finance Director	**By October 15, 2014.**

Present proposed budget on October 15, 2014.

B. **Objectives**

Hold public work sessions with Commissioners and Department Heads.

Action Plan

Person Responsible	Time Frame
Finance Director	**During October and November 2014**

Hold public work sessions with Commissioners and every individual Department Head.

C. **Objectives**

Submit Adopted Budget to the State of Colorado by January 31, 2015.

Action Plan

Person Responsible	Time Frame
Finance Director	**by January 31, 2015.**

The Finance Department will submit the 2015 budget with the State by January 31, 2015.

Archuleta County Finance Department 2014 Strategic Plan

Goal #3

1) **Implement fiscal responsibility county-wide.**

A. **Objectives**

A procedure was written based upon our Procurement Policy for distribution to employees that summarized to main points of compliance required by the Finance Department.

Action Plan

Person Responsible	Time Frame
Procurement Officer	**by December 31, 2013.**

A condensed version of the highlights of the Archuleta County purchasing policy was prepared by the Contracts and Procurement Officer for distribution to employees upon request.

B. **Objectives**

A condensed version of our travel policy was prepared by our Accounts Payable Clerk for distribution to employees upon request.

Action Plan

Person Responsible	Time Frame
AP Clerk	**by December 31, 2013.**

A condensed version of the highlights of the Archuleta County travel policy was prepared by the AP Clerk for distribution to employees upon request that clarifies the necessity of an itemized credit card receipt to verify compliance with our no alcohol policy with meals.

Goal #4

1) **Cross training within the Finance department.**

A. **Objectives**

AP/Payroll clerk trains to perform accountant's duties.

Action Plan

Person Responsible	Time Frame
AP/Payroll Clerk & Accountant	**By June 1, 2014.**

The AP/Payroll clerk is training to perform the duties of the Accountant by no later than June 1, 2014.

B. **Objectives**

Accountant will train to perform the Accounts Payable function.

Action Plan

Person Responsible	Time Frame
AP/Payroll Clerk & Accountant	**By April 1, 2014.**

The Accountant is training to perform the Accounts Payable function by no later than April 1, 2014.

Archuleta County Finance Department 2014 Strategic Plan

Goal #5

1) **Better systems/integration/communication with other departments (eg: Human Resources).**

A. **Objectives**

Develop procedures to eliminate payroll deduction errors using a deduction error worksheet developed by HR and Finance.

Action Plan

Person Responsible	Time Frame
Payroll Clerk, Accountant & HR Administrator.	**By April 1, 2014.**

This will be a joint effort between the Finance and Human Resources departments.

B. **Objectives**

Develop an AP process schedule and inform departments of it.

Action Plan

Person Responsible	Time Frame
AP Clerk	**By April 1, 2014.**

Develop an AP process schedule to inform department heads of the AP process dates, changes, etc…

Goal #6

1) **Internal Control training for Finance & DHS Accountant on internal control procedures.**

A. **Objectives**

Train Contracts, AP/Payroll, Accountant & DHS Accountant on internal control procedures.

Action Plan

Person Responsible	Time Frame
Finance Director	**By June 30, 2014.**

During the 2014 annual audit, a review and an evaluation of the internal control structure at Archuleta County will be undertaken by the Finance Director. Training by the Finance Director will follow the evaluation which will be concluded by December 31, 2014.

Goal #7

1) **Improve Finance policies and procedures.**

A. **Objectives**

Review general Finance policies and procedures.

Action Plan

Person Responsible	Time Frame
Finance Director	**By July 31, 2014.**

Document written Finance policies and procedures that will make it easier for all departments to comply.

Goal #8

1) **Review and update Archuleta County Procurement Manual**

A. **Objectives**

Review and update Procurement Manual.

Action Plan

Person Responsible	Time Frame
Contracts & Procurement Officer	**By October 30, 2014.**

Review the current Procurement Manual for accuracy and organizational structure and propose any changes or updates.

GENERAL FUND 1A - 5216

		2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES							
100-3.5216.3110	Property Tax Interest	$ -	$ 15	$ -	$ -	-	0.00%
100-3.5216.3111	Property Tax	515,756	-	528	-	(528)	-100.00%
100-3.5216.3112	Delinquent Tax	1,416	847	-	-	-	0.00%
100-3.5216.3115	Abatements	(2,535)	(1,128)	(27)	-	27	-100.00%
100-3.5216.3191	Current Tax Interest	6	-	-	-	-	0.00%
100-3.5216.3195	Del Tax - Penalties & I	156	512	46	-	(46)	-100.00%
100-3.5216.3322	Fed Grant (EOC Renov/DO	5,315	3,859	-	-	-	0.00%
100-3.5216.3330	Payment in Lieu of Taxe	-	-	-	-	-	0.00%
100-3.5216.3341	State Grant Operating	-	-	-	-	-	0.00%
	TOTAL REVENUES	**520,114**	**4,105**	**547**	**-**	(547)	-100.00%

EXPENDITURES

OPERATIONS:							
100-4.5216.5910	Treasurer Fees	3,603	12	16	-	(16)	-100.00%
100-4.5216.3209	Technoloy Professional Serv	69,682	-	-	-	-	0.00%
100-4.5216.3211	Professional Services-Web site	17,139	8,788	-	-	-	0.00%
100-4.5216.3342	CSFS Cloman Park Restoration	-	-	7,405	-	(7,405)	-100.00%
100-4.5216.4413	Computer Lease	-	-	-	-	-	0.00%
100-4.5216.6601	Bean Pole Technology	-	-	-	-	-	0.00%
100-4.5216.7405	VOIP Telephone System	-	-	51,470	-	(51,470)	-100.00%
100-4.5216.7406	Internet & Network Upgr	-	-	10,821	-	(10,821)	-100.00%
100-4.5216.7409	Broadband Region 9	-	13,068	93,814	-	(93,814)	-100.00%
100-4.5216.7411	Computer Equipment-	-	-	-	-	-	0.00%
100-4.5216.7413	Other Software	-	-	-	-	-	0.00%
100-4.5216.7415	Computer Equipment	26,227	-	-	-	-	0.00%
100-4.5216.5810	Training-Commissioners	-	-	-	-	-	0.00%
100-4.5216.5815	Training-County Admin	-	-	-	-	-	0.00%
100-4.5216.5820	Training - Finance	-	-	-	-	-	0.00%
100-4.5216.5825	Training-Assessor	-	-	-	-	-	0.00%
100-4.5216.5840	Training-Sheriff Admin	3,336	-	-	-	-	0.00%
100-4.5216.5841	Training-Investigation	-	-	-	-	-	0.00%
100-4.5216.5842	Training-Patrol	-	-	-	-	-	0.00%
100-4.5216.5880	Training-Seniors	10	-	-	-	-	0.00%
100-4.5216.5895	Training-Nutrition	-	-	-	-	-	0.00%
100-4.5216.5800	Training-GF	-	-	-	-	-	0.00%
100-4.5216.8101	Parks & Recreation	39,308	30,603	1,300	-	(1,300)	-100.00%
100-4.5216.8102	Town to Lakes Trail-Des	44,692	-	-	-	-	0.00%
100-4.5216.8103	Town to Lakes Trail-Con	5,094	-	-	-	-	0.00%
100-4.5216.8104	Skate Park	50,000	-	-	-	-	0.00%
100-4.5216.8106	Weminuche Signage	-	-	-	-	-	0.00%
100-4.5216.8107	Aspen Springs Park	-	-	-	-	-	0.00%
100-4.5216.8108	Humane Society Dog Park	1,999	-	-	-	-	0.00%
100-4.5216.8109	Skaters Coalition for C	-	-	-	-	-	0.00%
100-4.5216.8110	Yamaguci Park Playgroun	3,945	-	-	-	-	0.00%
100-4.5216.8111	Mural on Main Park	-	-	-	-	-	0.00%
100-4.5216.8112	Pagosa Disc Golf	-	-	-	-	-	0.00%
100-4.5216.8113	Pagosa Springs Youth Ce	-	-	-	-	-	0.00%
100-4.5216.8114	Elementary School Play	-	1,718	-	-	-	0.00%
100-4.5216.8115	Wolf Creek Trailblazers	-	-	-	-	-	0.00%
100-4.5216.8116	High School Baseball Fi	-	-	-	-	-	0.00%
100-4.5216.8117	Pinon Lake Fountain	-	-	-	-	-	0.00%
100-4.5216.8121	Cloman Park Restoration	-	-	6,089	-	(6,089)	-100.00%
100-4.5216.8126	Cloman Road & Parking	-	-	17,412	-	(17,412)	-100.00%

		2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
100-4.5216.8125	95 Acres Phase 1 Construction	-	-	-		-	0.00%
100-4.5216.7402	County Facilities Proje	6,813	-	-	-	-	0.00%
100-4.5216.7403	Recycling	42,150	-	-	-	-	0.00%
100-4.5216.8505	Capital Outlay	-	24,500	-	-	-	0.00%
100-4.5216.8506	Facilities-1A	8,800	-	-	-	-	0.00%
100-4.5216.8510	Capital Outlay-Cloman Road	-	46,341	-	-	-	0.00%
100-4.5216.8520	Capital Outlay-Courthouse Roof	-	-	-	-	-	0.00%
	TOTAL EXPENDITURES	**322,798**	**125,030**	**188,327**	**-**	(188,327)	-100.00%
REVENUE OVER/(UNDER) EXPENDITURES		**197,316**	**(120,925)**	**(187,780)**	**-**	187,780	-100.00%

HUMAN RESOURCES

Description

Manages and administers the employment and employee related activities of the County with direction from the County Administrator. Provides centralized services and management of compensation, benefits, recruitment and selection, training, regulatory compliance, and safety and workers compensation. Advises Department Heads concerning policies and procedures associated with the management of employee related matters and provides related services.

Core Services

- Manage and administer employee related matters within the stated County operating policies as adopted by the Board of County Commissioners.
- Develop and implement employee related policies and procedures adopted and approved by the Board. Works with departments to administer policies consistently in relation to the activities and business conducted by the County. Assists in the resolution of questions arising from the interpretation of policies and procedures.
- Administer the hiring of all new County employees including; advertising, recruiting, interviewing, orientation and retention.
- Administer the workman's compensation benefit.

2014 Goals

- Deliver HR services, programs, and communications which are highly valued by our prospective employees and current employees.
- Continue to retain current employees to help keep costs down.

Key Performance Measures

- Review and update all Job Descriptions by July 2014.
- Develop and present to the BOCC a total compensation plan by Sept. 2014.
- Develop a Comprehensive Performance Management Plan by Sept. 2014.
- Review and update the Archuleta County Personnel Manual on an annual basis, and provide an updated copy to all employees by January of each year.

HUMAN RESOURCES - 4122

		2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES							
100-3.4122.3419	GF Admin Fee Revenue	$ 13,689	$ 24,306	$ 26,182	$ 29,121	2,939	11.23%
100-3.4122.4040	Contributions & Donatio	-	-	-	-	-	0.00%
100-3.4122.4550	Refund of Expenditures	154	8	-	-	-	0.00%
	TOTAL REVENUES	**13,843**	**24,314**	**26,182**	**29,121**	2,939	11.23%
EXPENDITURES							
SALARIES & WAGES:							
FTEs		***1.00***	***1.00***	***1.00***	***1.00***	-	0.00%
100-4.4122.1101	Wages - Regular	47,557	54,262	55,110	52,279	(2,831)	-5.14%
	Total Salaries & Wages Cost	**47,557**	**54,262**	**55,110**	**52,279**	(2,831)	-5.14%
BENEFITS:							
100-4.4122.1201	FICA/Medicare	3,250	3,701	4,003	3,999	(4)	-0.10%
100-4.4122.1202	Retirement Plan	1,892	2,163	2,285	2,091	(194)	-8.49%
100-4.4122.1203	Workman's Comp	212	142	146	152	6	4.11%
100-4.4122.1204	Unemployment Insurance	142	162	50	157	107	214.00%
100-4.4122.1205	Medical / Dental Insura	10,236	10,802	10,401	12,351	1,950	18.75%
	Total Benefits Costs	**15,732**	**16,970**	**16,885**	**18,750**	1,865	11.05%
	Total Personnel Costs	**63,289**	**71,232**	**71,995**	**71,028**	(967)	-1.34%
OPERATIONS:							
100-4.4122.3209	Other Professional Serv	6,737	3,932	3,904	3,400	(504)	-12.91%
100-4.4122.5302	Postage	115	133	104	85	(19)	-18.27%
100-4.4122.5303	Telephone	-	90	404	325	(79)	-19.55%
100-4.4122.5305	Shipping & Freight	-	-	9	20	11	122.22%
100-4.4122.5401	Advertising/Publishing	6,657	6,776	8,502	7,000	(1,502)	-17.67%
100-4.4122.5504	Printing & Binding	664	574	-	500	500	0.00%
100-4.4122.5803	Training & Education	-	-	-	-	-	0.00%
100-4.4122.5804	Travel Costs	123	250	2,450	2,000	(450)	-18.37%
100-4.4122.6108	Food	60	230	21	100	79	376.19%
100-4.4122.6121	Office Supplies	574	394	81	200	119	146.91%
100-4.4122.6124	Small Tools & Equipment	-	-	-	1,500	1,500	0.00%
100-4.4122.6405	Dues & Subscriptions	-	180	-	-	-	0.00%
100-4.4122.6416	Moving Expense	-	-	1,500	2,500	1,000	66.67%
100-4.4122.6419	Dues-MSEC			-	4,800	4,800	0.00%
	Total Operations Costs	**14,930**	**12,559**	**16,975**	**22,430**	5,455	32.14%
	TOTAL EXPENDITURES	**78,219**	**83,791**	**88,970**	**93,458**	4,488	5.04%
REVENUE OVER/(UNDER) EXPENDITURES		**(64,376)**	**(59,477)**	**(62,788)**	**(64,337)**	(1,549)	2.47%

INFORMATION TECHNOLOGY (IT), and GEOGRAPHIC INFORMATION SERVICES (GIS)

Mission

The mission of the IT and GIS Department is to provide the County with technology tools and graphical information needed to serve the citizens and staff members of Archuleta County in the most productive and efficient manner possible.

Description

The IT and GIS Department provides computer, software and network support to all County Departments and employees. Develops and maintains all County GIS datasets, databases, software and web mapping applications.

Core Services

- Manages and administers the County's internal computer network, software, and hardware.
- Provides technical support and training.
- Administers the County's online map and related web based applications.
- Manages and administers the County's GIS data library and provides countywide mapping assistance.

Top Accomplishments and Challenges

- Continue to improve the quality and accuracy of the over 17,000 parcels. (Accountability and Transparency)
- Continue to improve the integrity and accuracy of many important GIS datasets, including (Zoning, ESZs, Land Status, Fire, and Metro Districts). (Accountability and Transparency)
- Establish a workflow with the use of various computer programming languages including VB Scripting, Phython, TSQL, and Visual Basic Dot NET that automates tasks to update spatial and attribute data for multiple GIS datasets in relation to edits made in other datasets. For example, when the parcel boundaries in a specific geographic area are realigned, the tax areas, land use and subdivision boundaries also must be changed to reflect to the realignment of the Parcel boundaries. This data is uploaded to the county web applications and County GIS Data Library on a daily basis. (Accountability, Transparency and Efficiency)
- Expand our ArcGIS Server technology to improve our online mapping services for County staff and the public. (Efficiency)
- Continue working towards an integrated Addressing and Street Names Database for Assessor, Clerk, Planning, & E911. (Accountability, Transparency and Efficiency)
- Upgraded Network equipment countywide.
- Continue to clean of DNS Issue.
- Replacing old and failing computers.
- Keeping up with software compliance, with updates, and upgrades.
- Efficiency increased with faster ticket response times, and training to help the end user.
- Replace current network at the Airport FBO Offices with wireless network
- Migrate four old servers to new Hyper-V environment
- Transition from outdated, unserviceable telephone system to new VOIP system

Key Performance Measures

- Maintain the GIS database on a weekly basis to support the Strategic Plan of the County and the Business Plans of Departments
- Meet the needs / requests for GIS data from other departments and the public within 72 hours of the request.
- Maintain road centerlines, dispatch routes, ranges and points, based on data provided by R & B, Consolidated Dispatch, Planning &Building Dept., and the County Surveyor on a daily basis.
- Minimize the system downtime and address problems and issues within 24 hours of a help ticket being received on a continuous basis.

IT & GIS - 4295

		2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES							
100-3.4295.3410	IT/GIS Charges	$ 18	$ 549	$ -	$ -	-	0.00%
100-3.4295.3419	GF Admin Fee Revenue	5,369	115,666	130,443	101,161	(29,282)	-22.45%
100-3.4295.4550	Refund of Expenditures	60	10,520	49	-	(49)	-100.00%
	TOTAL REVENUES	**5,447**	**126,735**	**130,492**	**101,161**	(29,331)	-22.48%
EXPENDITURES							
SALARIES & WAGES:							
FTEs		***3.00***	***3.00***	***2.00***	***2.00***	-	0.00%
100-4.4295.1101	Wages - Regular	134,781	137,878	93,811	91,229	(2,582)	-2.75%
100-4.4295.1102	Wages - OT	-	-	-	2,424	2,424	0.00%
	Total Salaries & Wages Cost	**134,781**	**137,878**	**93,811**	**93,653**	(158)	-0.17%
BENEFITS:							
100-4.4295.1201	FICA/Medicare	9,869	9,987	6,820	7,164	344	5.04%
100-4.4295.1202	Retirement Plan	5,354	5,528	3,992	3,746	(246)	-6.16%
100-4.4295.1203	Workman's Comp	425	425	436	272	(164)	-37.61%
100-4.4295.1204	Unemployment Insurance	403	413	109	281	172	157.80%
100-4.4295.1205	Medical / Dental Insura	9,504	18,204	21,657	24,520	2,863	13.22%
	Total Benefits	**25,555**	**34,557**	**33,014**	**35,983**	2,969	8.99%
	Total Personnel Costs	**160,336**	**172,435**	**126,825**	**129,636**	2,811	2.22%
OPERATIONS:							
100-4.4295.3208	GIS Professional Servic	-	-	-	-	-	0.00%
100-4.4295.3209	IT Professional Service	(1)	13,266	27,204	25,000	(2,204)	-8.10%
100-4.4295.3210	Contract Labor Services	67,729	4,847	-	-	-	0.00%
100-4.4295.3211	Purchase Tech Services	-	-	4,644	4,876	232	5.00%
100-4.4295.4110	Water & Sewer	283	143	145	175	30	20.69%
100-4.4295.4111	Disposal	336	81	145	185	40	27.59%
100-4.4295.4112	Electric	7,774	8,390	8,466	9,000	534	6.31%
100-4.4295.4113	Gas	1,109	316	323	475	152	47.06%
100-4.4295.4302	Computer Hardware-R&M	5,350	3,138	796	3,500	2,704	339.70%
100-4.4295.4307	Software-Maintenance Ag	113,256	22,393	21,167	20,000	(1,167)	-5.51%
100-4.4295.4413	Rental Office Copiers	75,830	62,858	57,563	70,000	12,437	21.61%
100-4.4295.5302	Postage	29	-	160	55	(105)	-65.63%
100-4.4295.5303	Telephone	9,533	2,772	7,371	4,500	(2,871)	-38.95%
100-4.4295.5304	Internet & Network Cost	54,582	56,053	67,443	48,000	(19,443)	-28.83%
100-4.4295.5305	Shipping & Freight	67	97	-	125	125	0.00%
100-4.4295.5504	Printing & Binding	-	-	-	-	-	0.00%
100-4.4295.5800	Travel,Training & Regis	-	4,945	6,491	12,000	5,509	84.87%
100-4.4295.6121	Office Supplies	206	604	1,262	1,350	88	6.97%
100-4.4295.6124	Small Tools & Equipment	-	35	-	200	200	0.00%
100-4.4295.6251	Purchased Fuel	-	-	-	-	-	0.00%
100-4.4295.6361	Fuel	394	832	2,180	1,950	(230)	-10.55%
100-4.4295.6364	Fleet Charges	-	621	3,310	1,911	(1,399)	-42.27%
100-4.4295.6405	Dues & Subscriptions	30	-	-	30	30	0.00%
100-4.4295.7411	Computer Equipment	2,000	53,935	55,923	55,000	(923)	-1.65%
100-4.4295.7415	Software	-	9,895	922	5,000	4,078	442.30%
100-4.4295.8510	Capital Outlay	7,694	-	-	-	-	0.00%
100-4.4295.9211	Dell Computer Leases	-	27,470	-	-	-	0.00%
	Total Operations Costs	**346,201**	**272,691**	**265,515**	**263,332**	(2,183)	-0.82%
	TOTAL EXPENDITURES	**506,537**	**445,126**	**392,340**	**392,968**	628	0.16%
REVENUE OVER/(UNDER) EXPENDITURES		**(501,090)**	**(318,391)**	**(261,848)**	**(291,807)**	(29,959)	11.44%

JAIL COMMISSARY - 5223

		2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES							
100-3.5223.3610	Interest Revenue	$ 2	$ -	$ 1	$ -	(1)	-100.00%
100-3.5223.5550	Misc Revenue & Refunds	-	-	530	-	(530)	-100.00%
100-3.5223.5590	Jail Commissary Sales	1,293	4,289	104,887	-	(104,887)	-100.00%
	TOTAL REVENUES	**1,295**	**4,289**	**105,418**	**-**	(105,418)	-100.00%
EXPENDITURES							
100-4.5223.6126	Other Operating Supplie	19,060	2,995	111,536	-	(111,536)	-100.00%
	TOTAL EXPENDITURES	**19,060**	**2,995**	**111,536**	**-**	(111,536)	-100.00%
	REVENUE OVER/(UNDER) EXPENDITURES	**(17,765)**	**1,294**	**(6,118)**	**-**	6,118	-100.00%

SENIOR SERVICES - 4522

		2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES							
100-3.4522.3312	Federal Grants- AAA Gra	$ 53,530	$ 47,092	$ 35,907	$ -	(35,907)	-100.00%
100-3.4522.3340	State Grant Operating	52,992	33,672	46,425	-	(46,425)	-100.00%
100-3.4522.3341	State Grant Operating -	-	-	-	-	-	0.00%
100-3.4522.3345	Daniels Fund Grant	15,000	-	-	-	-	0.00%
100-3.4522.3350	Medicare SHIP	-	2,000	-	-	-	0.00%
100-3.4522.3410	Senior Charges	38,145	42,123	27,089	-	(27,089)	-100.00%
100-3.4522.3411	Nutrition Chgs	19,200	25,340	29,346	-	(29,346)	-100.00%
100-3.4522.4040	Contributions & Donatio	18,121	16,890	13,498	-	(13,498)	-100.00%
100-3.4522.5550	Misc Revenue & Refunds	97	472	11,566	-	(11,566)	-100.00%
100-3.4522.5551	Nutrition Misc Rev & Re	-	-	1,446	-	(1,446)	-100.00%
	TOTAL REVENUES	**197,085**	**167,589**	**165,277**	**-**	(165,277)	-100.00%
EXPENDITURES							
SALARIES & WAGES:							
FTEs		***6.00***	***5.66***	***4.88***	**-**	(5)	-100.00%
100-4.4522.1101	Wages - Regular	156,384	146,751	126,099	-	(126,099)	-100.00%
100-4.4522.1103	Wages- part-time	20,973	18,228	17,694	-	(17,694)	-100.00%
	Total Salaries & Wages Cost	**177,357**	**164,979**	**143,793**	**-**	(143,793)	-100.00%
BENEFITS:							
100-4.4522.1201	FICA/Medicare	12,906	11,992	10,655	-	(10,655)	-100.00%
100-4.4522.1202	Retirement Plan	6,905	6,286	5,569	-	(5,569)	-100.00%
100-4.4522.1203	Workman's Comp	3,292	2,538	2,603	-	(2,603)	-100.00%
100-4.4522.1204	Unemployment Insurance	491	474	119	-	(119)	-100.00%
100-4.4522.1205	Medical / Dental Insura	18,886	21,661	27,110	-	(27,110)	-100.00%
	Total Benefits Costs	**42,480**	**42,951**	**46,056**	**-**	(46,056)	-100.00%
	Total Personnel Costs	**219,837**	**207,930**	**189,849**	**-**	(189,849)	-100.00%
OPERATIONS:							
100-4.4522.3209	Other Professional Serv	53	544	50	-	(50)	-100.00%
100-4.4522.4110	Water	2,420	2,671	2,362	-	(2,362)	-100.00%
100-4.4522.4112	Electric	7,295	7,665	9,109	-	(9,109)	-100.00%
100-4.4522.4113	Gas	2,703	3,104	3,714	-	(3,714)	-100.00%
100-4.4522.4302	Computer Hardware	1,275	-	-	-	-	0.00%
100-4.4522.4304	Janitorial/Waste Remova	5,511	5,247	4,975	-	(4,975)	-100.00%
100-4.4522.4305	Machinery/Equip/Vehicle	932	2,196	1,160	-	(1,160)	-100.00%
100-4.4522.4309	Other Maintenance & Rep	-	228	39	-	(39)	-100.00%
100-4.4522.4364	Materials-Repair/Mainta	48	77	-	-	-	0.00%
100-4.4522.4411	Buildings/Improvements	-	-	-	-	-	100.00%
100-4.4522.4416	Other Rents/Leases	-	15	24,818	-	(24,818)	-100.00%
100-4.4522.5302	Postage	231	108	34	-	(34)	-100.00%
100-4.4522.5303	Telephone	2,282	2,209	2,124	-	(2,124)	-100.00%
100-4.4522.5401	Advertising/Publishing	-	-	10	-	(10)	-100.00%
100-4.4522.5802	Meals & Entertainment	133	307	22	-	(22)	-100.00%
100-4.4522.5803	Training & Education	502	185	230	-	(230)	-100.00%
100-4.4522.5804	Travel Costs	452	316	716	-	(716)	-100.00%
100-4.4522.6108	Food	51,848	50,373	46,519	-	(46,519)	-100.00%
100-4.4522.6121	Office Supplies	447	1,203	171	-	(171)	-100.00%
100-4.4522.6125	Uniforms	-	226	22	-	(22)	-100.00%
100-4.4522.6126	Other Operating Supplie	4,727	4,599	4,163	-	(4,163)	-100.00%
100-4.4522.6251	Purchased Fuel	-	135	-	-	-	0.00%
100-4.4522.6361	Fuel	4,866	4,394	3,310	-	(3,310)	-100.00%

		2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
100-4.4522.6364	Fleet Charges	3,288	1,735	5,714	-	(5,714)	-100.00%
100-4.4522.6405	Dues & Subscriptions	100	100	100	-	(100)	-100.00%
100-4.4522.6408	Other Services	277	165	-	-	-	0.00%
100-4.4522.6545	Daniels Fund Expenditur	-	-	-	-	-	0.00%
100-4.4522.7411	Computer Equipment	-	1,998	-	-	-	0.00%
	Total Operations Costs	**89,390**	**89,800**	**109,362**	**-**	(109,362)	-100.00%
	TOTAL EXPENDITURES	**309,227**	**297,730**	**299,211**	**-**	(299,211)	-100.00%
CAPITAL OUTLAY:							
100-4.4522.8505	Capital Outlay-Vehicle	-	-	-	-	-	0.00%
	Total Capital Outlay	-	-	-	-	-	0.00%
TOTAL EXPENDITURES & OTHER USES		**309,227**	**297,730**	**299,211**	**-**	(299,211)	-100.00%
REVENUE OVER/(UNDER) EXPENDITURES		**(112,142)**	**(130,141)**	**(133,934)**	**-**	133,934	-100.00%

SHERIFF (ADMINISTRATION)

Description

The Sheriff's Office Administration includes the Sheriff, Undersheriff, Office Manager and Administrative Assistant. Together, these positions manage the Sheriff's Office.

Core Services

In addition to overall management of this elected office by the Sheriff and Undersheriff, Administration is responsible for:

- Accounts payable and receivables
- Civil Process
- Traffic code
- Sheriff's sales
- Personnel
- Public contact
- VIN Inspections
- Concealed handgun permits
- General office management
- Liaison to Clerk and Treasurer's Office's
- Sheriff's Office Contracts
- Records Management
- National Crime Reporting to C.B.I.
- Criminal Background Checks
- Website Management
- Civilian Fingerprints
- HAZMAT Endorsements

2013 Accomplishments

- Organization and maintenance of records and files.
- Trained on and implemented ID Networks to take the place of Sleuth as our Report Management System (RMS).
- Caught up on NIBRS that were passed to Administration from the previous CCIC Coordinator.
- Implemented a new filing system to accommodate the new RMS.
- Built new storage room for case files.
- Consolidated records from 5 storage areas to 2.
- Moved records from the Evidence Vault to another secure storage room.
- Provided the same level of service despite having to process 68% more Concealed Handgun Permits, and 24% more Cases to date than last year.

2014 Goals

- Obtain and execute a Records Retention schedule.
- Write Procedures for Administrative duties.
- Remove any unnecessary records from the main records room to provide a secure area for processing case files.
- Provide the Citizen's of Archuleta County with the same level of service as we did in 2013, despite budget cuts.

Key Performance Measures

- Complete, file, maintain, and distribute all reports within 48 hours of approval.
- Conduct VIN inspections, fingerprinting, and Hazmat responses within 15 minutes of requests.
- Development and maintain an Administrative Procedures and Duties document by December 31st of each year.

SHERIFF (ADMINISTRATION) - 4210

		2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES							
100-3.4210.3420	Sheriff Charges for Ser	$ 31,088	$ 29,248	$ 27,768	$ 25,000	(2,768)	-9.97%
100-3.4210.3450	Fingerprint Charges	2,519	3,501	2,600	2,500	(1,001)	-28.59%
100-3.4210.5521	Property Seizure Sales	6,580	764	4,000	5,800	5,036	659.16%
100-3.4210.5590	Sheriff Misc Rev & Refu	718	65	4,670	5,000	330	7.07%
	TOTAL REVENUES	**40,905**	**33,578**	**39,038**	**38,300**	(738)	-1.89%
EXPENDITURES							
SALARIES & WAGES:							
FTEs		***4.00***	***4.00***	***4.00***	***4.00***	-	0.00%
100-4.4210.1101	Wages - Regular	196,064	193,383	186,184	194,899	8,715	4.68%
100-4.4210.1102	Wages - OT	61	1,794	1,341	1,400	59	4.40%
	Total Salaries & Wages Cost	**196,125**	**195,177**	**187,525**	**196,299**	8,774	4.68%
BENEFITS:							
100-4.4210.1201	FICA/Medicare	14,589	14,422	14,010	15,017	1,007	7.19%
100-4.4210.1202	Retirement Plan	7,819	7,867	7,850	7,852	2	0.03%
100-4.4210.1203	Workman's Comp	6,371	5,541	5,683	6,144	461	8.11%
100-4.4210.1204	Unemployment Insurance	367	380	109	361	252	231.19%
100-4.4210.1205	Medical / Dental Insura	11,008	17,159	31,138	25,868	(5,270)	-16.92%
	Total Benefits Costs	**40,154**	**45,369**	**58,790**	**55,242**	(3,548)	-6.04%
	Total Personnel Costs	**236,279**	**240,546**	**246,315**	**251,541**	5,226	2.12%
OPERATIONS:							
100-4.4210.3209	Other Professional Serv	-	-	-	-	-	0.00%
100-4.4210.4309	Other Maintenance & Rep	243	-	-	-	-	0.00%
100-4.4210.5302	Postage	795	552	448	400	(48)	-10.71%
100-4.4210.5303	Telephone	5,493	5,686	6,893	4,500	(2,393)	-34.72%
100-4.4210.5305	Shipping & Freight	128	413	359	400	41	11.42%
100-4.4210.5401	Advertising/Publishing	-	189	-	200	200	0.00%
100-4.4210.5504	Printing & Binding	878	894	854	300	(554)	-64.87%
100-4.4210.5802	Meals & Entertainment	707	1,086	371	500	129	34.77%
100-4.4210.5803	Training & Education	1,786	994	2,099	1,500	(599)	-28.54%
100-4.4210.5804	Travel Costs	1,839	1,836	1,525	2,000	475	31.15%
100-4.4210.6121	Office Supplies	6,497	5,811	6,636	5,400	(1,236)	-18.63%
100-4.4210.6123	Body Armor	-	8,562	4,250	4,000	(250)	-5.88%
100-4.4210.6124	Small Tools & Equipment	424	663	10	-	(10)	-100.00%
100-4.4210.6125	Uniforms	472	359	70	200	130	185.71%
100-4.4210.6126	Other Operating Supplie	297	575	285	400	115	40.35%
100-4.4210.6251	Purchased Fuel	-	242	497	400	(97)	-19.52%
100-4.4210.6405	Dues & Subscriptions	4,292	3,882	3,764	4,000	236	6.27%
100-4.4210.7411	Computer Equipment	-	-	684	-	(684)	-100.00%
100-4.4210.8211	Refunds, Awards & Indem	2,464	1,341	1,262	-	(1,262)	-100.00%
	Total Operations Costs	**26,315**	**33,085**	**30,007**	**24,200**	(5,807)	-19.35%
	TOTAL EXPENDITURES	**262,594**	**273,631**	**276,322**	**275,741**	(581)	-0.21%
REVENUE OVER/(UNDER) EXPENDITURES		**(221,689)**	**(240,053)**	**(237,284)**	**(237,441)**	(157)	0.07%

SHERIFF (ALTERNATIVE SENTENCING PROGRAM) - 4235

		2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES							
100-3.4235.3450	Alternative Sentencing	$ -	$ -	$ -	$ -	-	0.00%
	TOTAL REVENUES	-	-	-	-	-	0.00%
EXPENDITURES							
SALARIES & WAGES:							
FTEs		-	-	-	-	-	0.00%
100-4.4235.1101	Wages - Regular	-	-	-	-	-	0.00%
100-4.4235.1102	Wages - OT	-	-	-	-	-	0.00%
	Total Salaries & Wages Cost	-	-	-	-	-	0.00%
BENEFITS:							
100-4.4235.1201	FICA/Medicare	-	-	-	-	-	0.00%
100-4.4235.1202	Retirement Plan	-	-	-	-	-	0.00%
100-4.4235.1203	Workman's Comp	-	-	-	-	-	0.00%
100-4.4235.1204	Unemployment Insurance	50	-	-	-	-	0.00%
100-4.4235.1205	Medical / Dental Insura	-	-	-	-	-	0.00%
	Total Benefits Costs	**50**	-	-	-	-	0.00%
	Total Personnel Costs	**50**	-	-	-	-	0.00%
OPERATIONS:							
100-4.4235.4416	Other Rents/ Leases	-	-	-	-	-	0.00%
100-4.4235.5303	Telephone	-	-	-	-	-	0.00%
	Total Operations Costs	-	-	-	-	-	0.00%
	TOTAL EXPENDITURES	**50**	-	-	-	-	0.00%
REVENUE OVER/(UNDER) EXPENDITURES		**(50)**	-	-	-	-	0.00%

SHERIFF (ANIMAL CONTROL)

Description

The mission of the Animal Control Division of the Archuleta County Sheriff's Office is to protect the citizens and pets of the County while providing professional and humane animal control services. This immense need, demanded by the citizens of Archuleta County is accomplished by only one full time employee, covering over 1300 square miles.

Core Services

Animal Control Officers patrol all areas of Archuleta County enforcing statutes and ordinances with regard to all non-wildlife animals, and assisting other agencies as needed with any other animal related issues. The call volume in this Division is surprisingly high and at times, the Officer cannot keep up with citizen demands.

A good portion of this budget is reserved for a contract to house neglected, abused and abandoned animals. The County would not be able to accomplish this necessary task without this partnership with the Humane Society of Pagosa Springs.

2013 Accomplishments

- County Officer continued to expand the patrol area to include Pagosa Lakes, after PLPOA cancelled the contract which had allowed for a second officer.
- The emergency animal evacuation and sheltering program with assistance from local veterinarians, Humane Society of Pagosa Springs and High Country Horse Council has been implemented with the assistance of High Country Horse Council.
- Investigated an increased number of felony cruelty and/or vicious animal cases

2014 Goals

- Obtain a grant in order to purchase additional equipment needed for capturing and controlling animals.
- Working with the Town of Pagosa Springs to utilize the County Animal Control Officer
- Prepare and schedule training for law enforcement officers in dealing with aggressive dogs
- Assist administration with preparing a new policy and procedure for dealing with aggressive dogs
- Continue ongoing education and training for all animal control activities
- Work with administration in coordinating efforts to obtain an additional animal control officer

Key Performance Measures

- Respond to all animal, nuisance complaints within 30 minutes.
- Respond to all animal cruelty complaints within 1 hour.

SHERIFF (ANIMAL CONTROL) - 4216

		2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES							
100-3.4216.3341	State Grants	$ -	$ -	$ -	$ -	-	0.00%
100-3.4216.3420	Animal Control Charges	1,505	1,505	1,519	1,500	(5)	-0.33%
	TOTAL REVENUES	**1,505**	**1,505**	**1,519**	**1,500**	(5)	-0.33%
EXPENDITURES							
SALARIES & WAGES:							
FTEs		***1.00***	***1.00***	***1.00***	***1.00***	-	0.00%
100-4.4216.1101	Wages - Regular	32,088	31,685	29,942	31,824	1,882	6.29%
100-4.4216.1102	Wages - OT	484	124	11	-	(11)	-100.00%
	Total Salaries & Wages Cost	**32,572**	**31,809**	**29,953**	**31,824**	1,871	6.25%
BENEFITS:							
100-4.4216.1201	FICA/Medicare	2,040	1,778	1,919	2,435	516	26.89%
100-4.4216.1202	Retirement Plan	1,332	1,291	1,265	1,273	8	0.63%
100-4.4216.1203	Workman's Comp	850	1,303	1,336	843	(493)	-36.90%
100-4.4216.1204	Unemployment Insurance	97	95	29	95	66	227.59%
100-4.4216.1205	Medical / Dental Insura	8,308	8,867	9,505	11,226	1,721	18.11%
	Total Benefits Costs	**12,627**	**13,334**	**14,054**	**15,872**	1,818	12.94%
	Total Personnel Costs	**45,199**	**45,143**	**44,007**	**47,696**	3,689	8.38%
OPERATIONS:							
100-4.4216.3206	Medical Services	470	-	-	250	250	0.00%
100-4.4216.3209	Other Professional Serv	73,219	73,794	54,790	77,000	22,210	40.54%
100-4.4216.5303	Telephone	480	460	480	480	-	0.00%
100-4.4216.5803	Training & Education	833	-	-	1,000	1,000	0.00%
100-4.4216.6124	Small Tools & Equipment	-	-	-	150	150	0.00%
100-4.4216.6125	Uniforms	273	-	-	250	250	0.00%
100-4.4216.6126	Other Operating Supplie	-	-	7	375	368	5257.14%
100-4.4216.6405	Dues and Subscriptions	115	35	-	50	50	0.00%
	Total Operations Costs	**75,390**	**74,289**	**55,277**	**79,555**	24,278	43.92%
	TOTAL EXPENDITURES	**120,589**	**119,432**	**99,284**	**127,251**	27,967	28.17%
REVENUE OVER/(UNDER) EXPENDITURES		**(119,084)**	**(117,927)**	**(97,779)**	**(125,751)**	(27,972)	28.61%

SHERIFF (COURT SECURITY)

Description

The Archuleta County Combined Courts Court Services Officer provides security for the 6th Judicial District presiding District and County Court judges, provides screening of all persons entering the Probation Office and courtrooms, and monitors the exterior of the courthouse for security threats.

Core Services

The Court Services position is manned by a full time Deputy provided by the Archuleta County Sheriff's Office. Funding for this position is provided in full under a grant from the State of Colorado Judicial system.

The Court Services Deputy maintains a security position at the entrance to the Court room and Probation offices. Every person entering these rooms is screened for any weapons or illegal items. The courtroom is searched at the beginning and end of each shift for any suspicious articles that may pose a hazard to the judges, their staff or civilians. The Court Services Officer monitors all surveillance cameras located inside and outside the court house and is the first to respond to any incident that requires enforcement action. The Court Services Officer is supervised by the Detention's Division of the Sheriff's Office.

2013 Accomplishments

- Successfully obtained a fully funded grant that pays for a full time Court Services Officer.
- Provided training for the new Court Security training Deputy via the Court Security grant.
- Purchase of a Stun Cuff system to aid in the proper handling of in custody defendants. This system will help to keep Jurors from seeing these defendants in cuffs and cut down the possibility of contamination of an impartial Jury.

2014 Goals

Archuleta County is seeking a continuing Court Security Grant for the 2013 fiscal budget year. These funds pay for a full time officer and a .50 officer to provide security to two separate courtrooms. Also, for 2014 the grant will include funds to buy and install equipment and provide training for the officers. Archuleta County has been designated as a priority County for court security funds.

Key Performance Measures

- Maintain the security of Courts for each trial and as requested.
- Maintain the security of Probation and the District Attorney's office

SHERIFF (COURT SECURITY) - 4250

		2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES							
100-3.4250.3341	State Grant Operating C	$ 102,809	$ 60,513	$ 32,035	$ 68,964	36,929	115.28%
	TOTAL REVENUES	**102,809**	**60,513**	**32,035**	**68,964**	36,929	115.28%
EXPENDITURES							
SALARIES & WAGES:							
FTEs		***1.25***	***1.25***	***1.25***	***1.25***	-	0.00%
100-4.4250.1101	Wages - Regular	36,186	36,001	35,882	34,879	(1,003)	-2.80%
100-4.4250.1102	Wages - OT	1,322	373	892	2,500	1,608	180.27%
100-4.4250.1103	Wages - part-time	3,635	2,203	17,753	9,000	(8,753)	-49.30%
	Total Salaries & Wages Cost	**41,143**	**38,577**	**54,527**	**46,379**	(8,148)	-14.94%
BENEFITS:							
100-4.4250.1201	FICA/Medicare	2,773	2,710	4,094	3,548	(546)	-13.34%
100-4.4250.1202	Retirement Plan	1,470	1,565	2,237	1,855	(382)	-17.08%
100-4.4250.1203	Workman's Comp	1,593	1,918	1,967	2,092	125	6.35%
100-4.4250.1204	Unemployment Insurance	106	109	15	139	124	826.67%
100-4.4250.1205	Medical / Dental Insura	8,408	9,080	6,093	11,226	5,133	84.24%
	Total Benefits Costs	**14,350**	**15,382**	**14,406**	**18,860**	4,454	30.92%
	Total Personnel Costs	**55,493**	**53,959**	**68,933**	**65,239**	(3,694)	-5.36%
OPERATIONS:							
100-4.4250.3209	Other Professional Services	-	-	170	-		
100-4.4250.5803	Travel & Training	188	-	-	190	190	0.00%
100-4.4250.6124	Operating Supplies	5,586	10,564	2,602	4,900	2,298	88.32%
	Total Operations Costs	**5,774**	**10,564**	**2,772**	**5,090**	2,318	83.62%
	TOTAL EXPENDITURES	**61,267**	**64,523**	**71,705**	**70,329**	(1,376)	-1.92%
CAPITAL OUTLAY:							
100-4.4250.8505	Building L/H Improvemen	12,037	-	-	-	-	0.00%
100-4.4250.8510	Other Machinery & Equip	38,948	-	-	-	-	0.00%
	Total Capital Outlay	**50,985**	**-**	**-**	**-**	-	0.00%
	TOTAL EXPENDITURES & CAPITAL OUTLAY	**112,252**	**64,523**	**71,705**	**70,329**	(1,376)	-1.92%
	REVENUE OVER/(UNDER) EXPENDITURES	**(9,443)**	**(4,010)**	**(39,670)**	**(1,365)**	38,305	-96.56%

SHERIFF (DETENTION)

Description

The mission of the Archuleta County Detention Facility is to protect the public by incarcerating, in a cost effective manner, accused and adjudicated adult male and female offenders in a safe, secure and humane facility. The staff of the Archuleta County Detention Facility is committed to operating the facility to assure the preservation of the basic human rights of the incarcerated as prescribed by the Constitution of the United States and the State of Colorado, Colorado Revised Statutes and the policies and procedures of the Archuleta County Sheriff's Office.

Core Services

- House, feed and care for all County jail inmates.
- Assure inmates appear in court proceedings as scheduled.
- Assure inmates are provided rehabilitation programs
- Transport inmates to and from other County facilities.
- Transport inmates to and from state facilities (Department of Corrections) and/or federal prisons.
- Provide medical and dental services if life sustaining.
- Transport inmates to any court ordered appointments (State hospital, sex assault evaluations.)
- Perform court ordered alcohol and drug assessments.
- Provide security to Pagosa Mountain Hospital for mentally ill inmates/patients for the safety of the hospital and community.
- Provide Court Security Services.
- The operation of the Archuleta County Detention Facility is mandated by Colorado Revised Statutes. It must be operated in a safe, secure facility with adequate staffing levels.

2013 Accomplishments

- Maintained a clean and safe environment for all inmates as well as for detention staff.
- Assured all court appearances of those accused of unlawful behavior prior to adjudication were conducted in a safe manner.
- Initiated a new computer automated online fingerprint machine
- Jail management computer system
- Digital facial recognition camera system with lights
- New commissary/inmate trust fund services
- Reconciled the inmate trust fund/commissary fund for the first time in 7 years
- Updated and finalized the computer automated jail control system
- Standard Operating Procedures for Detention Officers
- Inmate Rules Handbook for the inmates
- Implemented the Inmate Disciplinary Board for violation of inmate rules.
- Improved communication with monthly staff meetings
- Inmate worker program and rules
- Remodeled the interior of the Jail with Inmate workers
- Added new exterior locks to the Jail in Patrol with a new Key Matrix System
- Purchased new inmate mattresses, uniforms, and coats with the Inmate Trust Fund
- Replaced with meal door locks with new locks
- New procedures were implemented for staff to have less contact with inmates

- Initiated more professional communication with the Treasurer's Office, Court Clerk, Probation, and the judges.
- Improved security in Inmate Court Hearings with new court room security procedures with new Stunn-Cuff.
- Implemented education and counseling programs for inmates: GED, Father Advocates, Narcotic Anonymous, Alcoholic Anonymous (male and female)
- Religious services for all denominations are held
- Exercise equipment and mandated recreation for inmates
- Inmate workers painted the County Clerk's Office, the Patrol Corporals office, the Senior Center house and assisted with cleaning the Archuleta County Fair Grounds
- Improved services and communication with Hospital Food Services for inmates via monthly meetings
- Improved and aided in protocols for transports of mentally ill persons/patients with Axis Health and the Hospital.
- Implemented a hearing impaired video phone system for the jail.
- Reduced cleaning and chemical costs for the Jail.
- Added new instructional signs for Arresting and Detention officers.
- Implemented **P**rofessionalism, **A**ccountability, **C**ommunication, and **T**eamwork

2014 Goals

- Continued security, safety, accountability, rehabilitation for the inmates, and professionalism from our staff
- Continued education and training for Detention Officers
- Improve and increase the video camera system for the safety of inmates and staff
- Implement an inmate work release program
- Implement a holding cell that compliant to the American with Disabilities Act
- Continue improvement of the Jail Policy
- Improve incentives and morale for staff
- Implement a recycling program for the Jail
- Implement a community wide litter pick up program using inmate workers
- Continue to improve upon professional communication and accountability to the community
- Improve medical services and reduce medical costs
- Continue leading with **P**rofessionalism, **A**ccountability, **C**ommunication, and **T**eamwork

Key Performance Measures

- Ensure each inmate is processed and managed per State Statutes and Department Guidelines on continuous basis.
- Ensure that each incarcerated juvenile is managed per State Statutes and Departmental Guidelines and is transported within State guidelines of six (6) hours.

SHERIFF (DETENTION) - 4230

		2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES							
100-3.4230.3223	Correction Facility Fee	$ -	$ -	$ 3,229	$ 3,000	3,000	0.00%
100-3.4230.3225	Jail Booking Fees	6,163	5,544	7,440	6,000	456	8.23%
100-3.4230.3250	Long Distance Fees	5,874	7,872	3,325	3,000	(325)	-9.77%
100-3.4230.3311	Finger Print Machine Grant	-	18,994	-	-	-	0.00%
100-3.4230.3312	Control Panel JAG Grant	-	32,117	-	2,500	2,500	0.00%
100-3.4230.3420	Jail Bond Fees	2,292	1,898	2,898	3,000	102	3.52%
100-3.4230.4550	Refund of Expenditures	7,614	-	674	-	(674)	-100.00%
100-3.4230.4560	Reimbursement Inmate Me	-	-	214	500	286	133.64%
100-3.4230.5560	Security Revenue	9,693	16,341	11,568	10,000	(1,568)	-13.55%
	TOTAL REVENUES	**31,636**	**82,766**	**29,348**	**28,000**	(1,348)	-4.59%
EXPENDITURES							
SALARIES & WAGES:							
FTEs		***17.00***	***16.00***	***16.00***	***16.00***	-	0.00%
100-4.4230.1101	Wages - Regular	619,179	582,342	538,041	573,276	35,235	6.55%
100-4.4230.1102	Wages - OT	24,861	31,470	13,627	13,000	(627)	-4.60%
100-4.4230.1113	Wages - OT (Non-Detention)	-	-	11,599	-	(11,599)	-100.00%
	Total Salaries & Wages Cost	**644,040**	**613,812**	**563,267**	**586,276**	23,009	4.08%
BENEFITS:							
100-4.4230.1201	FICA/Medicare	46,481	44,211	41,739	44,850	3,111	7.45%
100-4.4230.1202	Retirement Plan	25,437	24,519	23,466	23,451	(15)	-0.06%
100-4.4230.1203	Workman's Comp	27,291	23,760	24,369	26,441	2,072	8.50%
100-4.4230.1204	Unemployment Insurance	1,819	1,829	555	1,759	1,204	216.94%
100-4.4230.1205	Medical / Dental Insura	77,148	86,239	107,858	108,960	1,102	1.02%
	Total Benefits Costs	**178,176**	**180,558**	**197,987**	**205,461**	7,474	3.77%
	Total Personnel Costs	**822,216**	**794,370**	**761,254**	**791,737**	30,483	4.00%
OPERATIONS:							
100-4.4230.3206	Medical Services	102,175	94,538	80,154	80,000	(154)	-0.19%
100-4.4230.3209	Other Professional Serv	1,430	998	2,334	1,000	(1,334)	-57.16%
100-4.4230.4111	Disposal services	2,447	2,526	2,815	2,500	(315)	-11.19%
100-4.4230.4309	Other Maintenance & Rep	2,841	3,621	13,426	3,000	(10,426)	-77.66%
100-4.4230.5303	Telephone	4,538	4,058	5,857	4,000	(1,857)	-31.71%
100-4.4230.5803	Training & Education	841	1,097	1,083	5,500	4,417	407.85%
100-4.4230.5804	Travel Costs	-	-	-	500	500	0.00%
100-4.4230.6105	Chemicals /Laboratory	-	-	-	200	200	0.00%
100-4.4230.6108	Food	139,493	156,092	100,489	110,000	9,511	9.46%
100-4.4230.6109	Inmate Contract Incarce	8	-	-	1,000	1,000	0.00%
100-4.4230.6110	Inmate Transport Cost	1,622	1,884	577	3,000	2,423	419.93%
100-4.4230.6111	Inmate Dental Office Vi	280	1,007	432	700	268	62.04%
100-4.4230.6112	Inmate Doctor Visits/Ra	-	1,617	405	1,200	795	196.30%
100-4.4230.6113	Inmate Hospital Costs	1,764	619	7,674	5,000	(2,674)	-34.84%
100-4.4230.6114	Inmate Maintenance	6,625	3,563	7,762	4,000	(3,762)	-48.47%
100-4.4230.6115	Inmate Mental Health Co	2,023	665	1,005	1,500	495	49.25%
100-4.4230.6116	Inmate Prescriptions Co	5,739	6,015	3,121	3,500	379	12.14%
100-4.4230.6117	Janitorial	8,334	10,522	9,837	10,000	163	1.66%
100-4.4230.6121	Office Supplies	60	39	298	200	(98)	-32.89%
100-4.4230.6124	Small Tools & Equipment	1,665	2,735	19,655	2,000	(17,655)	-89.82%
100-4.4230.6125	Uniforms	3,304	2,501	6,367	2,000	(4,367)	-68.59%
100-4.4230.6126	Other Operating Supplie	-	344	-	-	-	0.00%
100-4.4230.6251	Purchase Fuel	-	1,545	898	1,200	302	33.63%
100-4.4230.6262	Vehicle Care outside Fleet	-	647	-	500	500	0.00%

		2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
100-4.4230.6361	Fuel	5,644	7,390	6,140	7,500	1,360	22.15%
100-4.4230.6364	Fleet Charges	4,058	9,001	9,198	7,000	(2,198)	-23.90%
100-4.4230.6405	Dues & Subscriptions	-	300	55	300	245	445.45%
100-4.4230.6411	Refunds, Awards & Indem	-	-	-	-	-	0.00%
100-4.4230.7020	Misc Expenditures	-	(8,359)	8,359	-	(8,359)	-100.00%
	Total Operations Costs	**294,891**	**304,965**	**287,941**	**257,300**	(30,641)	-10.64%
	TOTAL EXPENDITURES	**1,117,107**	**1,099,335**	**1,049,195**	**1,049,037**	(158)	-0.02%
CAPITAL OUTLAY:							
100-4.4230.8515	Capital Outlay-Finger Print Mach	-	21,104	-	-	-	0.00%
100-4.4230.8520	Capital Outlay-Control Panel	-	75,430	-	-	-	0.00%
	Total Capital Outlay	-	96,534	-	-	-	0.00%
	TOTAL EXPENDITURES & OTHER USES	**1,117,107**	**1,195,869**	**1,049,195**	**1,049,037**	(158)	-0.02%
	REVENUE OVER/(UNDER) EXPENDITURES	**(1,085,471)**	**(1,113,103)**	**(1,019,847)**	**(1,021,037)**	(1,190)	0.12%

SHERIFF (EMERGENCY MANAGEMENT)

Description

The Sheriff's Office Division of Emergency Management reports to the undersheriff, and is responsible for coordination of the county's emergency management function. The division is also responsible for the coordination of search and rescue throughout the Sheriff's response area and is responsible for wildland fire response in unincorporated areas of the response area.

Core Services

- Emergency management and planning
- Manage search and rescue response and planning
- Manage wildland fire response and planning
- Manage public preparedness program for the county
- Coordinate and support the development of division's 80 volunteers
- Draft and implement emergency management policies; work with other departments to ensure consistent application of policies
- Facilitate interagency coordination between the county, local agencies, and state agencies in the areas of emergency management and emergency response
- Prepare and recommend the division's budget to the Undersheriff: justify staffing, operating expenses, capital expenditures, and revenue sources for the division

2013 Accomplishments

- Finished technical installations in the county emergency operations center: audio/visual systems, radio systems, grounding systems, and access system
- Received FEMA approval for Archuleta County Hazard Mitigation Plan
- Hired a seasonal fire crew and provided fire coverage from Mid-April to the through end of October
- Up kept emergency website for county / updated emergency management website: www.acemergency.org
- Created the first permanent radio gateway link between the Colorado Digital Trucked Radio System and an Interagency Dispatch Radio System
- Facilitated the removal of the old Sandoval Tower, at no cost to the county
- Using funding procured by Emergency Management in 2011, Pagosa Fire facilitated the installation of a generator on the county's primary radio tower (expected to occur)
- Facilitated LPEA access on the Sandoval Tower for a radio/data link to the Chromo area; this will open up a possibility of radio repeaters in the southeast portion of the county (expected to occur)
- Reimbursed over $15,000 of fire management costs, allowing $6,700 to go directly to offsetting the cost of county fire management, after factoring out overtime and equipment use (figures as of 8/1/2013)
- Applied for and received $101,796 in grant funding
  - Emergency Management and Performance Grant Funds – $52,300 to offset the cost of the county's emergency management program
  - Supplemental Emergency Management and Performance Grant Funds - $6,980 for emergency operations center capability improvements
  - Volunteer Fire Assistance Grant Funds - $4,000 to offset the cost of wildland fire operations
  - Colorado Search and Rescue End of Year Funds – $8,516 to offset the cost of search and rescue operations

  - Department of Homeland Security Grant Funds - $30,000 for equipment for a mobile command post for the county; this funding will also be used as match for a DOLA grant (if it is received). These are regional funds that will be utilized for Archuleta County in 2014.
- Procured a military truck with a box (at no cost to the county) to use as a Mobile Command Post for the County (expected to occur)
- Applied for DOLA Mineral Impact funds to fund the outfitting of a Mobile Command Post for the County (expected to occur)
- Procured a military 5-Ton chassis for moving generators and fire operations at no cost to the county; decommissioned the division's old military 2.5-Ton chassis
- Procured a military 5-ton trailer (at no cost to the county) for moving sand bags and over heavy items; trailer also came with a medium sized generator on skids
- Continued to develop a public awareness program and joint information program
- Transitioned to a new medical director for the county's backcountry medical program
- Assisted the Fire Protection Districts, San Juan Public Lands and the Bureau of Indian Affairs with wildland fire operations
- Helped USFS, Hinsdale County, Mineral County, and Rio Grande County manage the Type 1 West Fork Complex for a month
- Operated a Type 2 incident command post out of the EOC and Nick's Hanger for a month
- Managed numerous other incidents, including fires, rescues, and searches
- Supported the formation of, and participate in, the ESF 8 regional coalition (LASST)
- Supported the revitalization of the SW Regional Emergency Planning Committee (SWREPC) for hazmat response coordination and reporting
- Was a lead agency in facilitating the coordination of Colorado Southwest Type 3 Incident Management Team
- Was a lead agency in the drafting the new State Mobilization Annex to the State Emergency Operations Plan. This annex was fully executed during the defense of South Fork on the West Fork Complex. We ordered structure defense fire engines; within 12 hours, 35 engines with 150 firefighters where defending the Town of South Fork.
- Was a lead agency in the facilitation of the Southwest Regional All-Hazards Advisory Council (SWAHAC)
- Was the lead agency in instituting a monthly multi-regional coordination radio roll-call
- Was the lead agency in the facilitation of the Eastern San Juan Mountain Avalanche Response Plan – plan is now in its third draft. This plan involves approximately 30 different agencies.
- Finished a draft of the fully rewritten Archuleta County Emergency Operations Plan (expected to occur)
- Hired and transitioned to a new Director of Emergency Management (expected to occur)

<u>2014 Goals</u>

- Managed incidents, as they occur
- Continue to support the Sheriff's response teams (most of these are volunteer), the multiagency coordination group, and the joint information group
- Adopt the new Archuleta County Emergency Operations Plan
- Outfit the new Archuleta County Mobile Command Post
- Sell engine 631, apply for grant funds to procure type 6 engine, and procure type 6 engine
- Institute a burn permit process for the county
- Continue to develop a public awareness program
- Hire a seasonal fire crew and provided fire coverage from Mid-April to the end of October
- Continue to take advantage of opportunities to offset the cost of operations

- Continue to actively participate in interagency incident response
- Continue to actively participate if regional and state planning activities
- Continue to actively participate in the upkeep of and responses with the Colorado Southwest Type 3 Incident Management Team
- Participate in the completion of the Eastern San Juan Avalanche Response plan
- Continue to support the San Juan National Forest, Bureau of Land Management, Bureau of Indian Affairs, State of Colorado, and our Fire Protection Districts with wildland fire management and prescribed fire operations
- Apply for and administer the following grant funds, if received:
  - Emergency Management and Performance Grant – for the offset of emergency management program costs
  - Assistance to Firefighters Grant – for the procurement of a new type 6 fire engine Volunteer Fire Assistance Grant – for the offset of wildland fire operation costs
  - Colorado Search and Rescue End of Year Funds – for the offset of search and rescue costs
  - Colorado EMS Grant – for the offset of emergency medical provider costs related to search and rescue
  - Emergency Management and Performance Supplemental Grant, if available – for either needed EOC equipment or remote rain gauges
- Prepare to conduct a county-wide exercise in 2015

<u>Key Performance Measures</u>

- Develop and maintain appropriate IGA's with all Fire Districts and safety entities within the County, and adjacent to the County, to provide support in the event of an emergency.
- Upon request from Federal Agencies, manage and/or assist in fighting wild land fires on public lands.
- To coordinate and assist in search and rescue events within the County.
- Develop and maintain appropriate Emergency Management Plans in support of the Sheriff, on an annual basis.

SHERIFF (EMERGENCY MANAGEMENT) - 4291

		2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES							
100-3.4291.3311	Federal Grants- EMPG Op	$ 52,300	$ 52,300	$ 49,580	$ 55,300	5,720	11.54%
100-3.4291.3321	EMPG - FMAP PDM Plan	11,143	1,287	-	-	-	0.00%
100-3.4291.3331	FEMA Capital Project	-	58,973	-	-	-	0.00%
100-3.4291.3361	COSAR Operating Grant	5,775	11,150	8,516	5,000	(3,516)	-41.29%
100-3.4291.4020	Search & Rescue Donation	-	1,000	-	-	-	0.00%
100-3.4291.4502	CO State Forest Service	45,514	-	28,914	-	(28,914)	-100.00%
100-3.4291.4550	Refund of Expenditures	11,325	13,286	23,342	15,000	(8,342)	-35.74%
	TOTAL REVENUES	**126,057**	**137,996**	**110,352**	**75,300**	(35,052)	-31.76%
EXPENDITURES							
SALARIES & WAGES:							
FTEs		***4.00***	***3.00***	***3.00***	***3.00***	-	0.00%
100-4.4291.1101	Wages - Regular	108,635	89,521	92,931	90,291	(2,640)	-2.84%
100-4.4291.1102	Wages - OT	21,400	14,534	15,530	4,000	(11,530)	-74.24%
100-4.4291.1103	Wages- part-time	35,604	32,483	43,099	35,000	(8,099)	-18.79%
	Total Salaries & Wages Cost	**165,639**	**136,538**	**151,560**	**129,291**	(22,269)	-14.69%
BENEFITS:							
100-4.4291.1201	FICA/Medicare	12,308	10,153	11,585	7,213	(4,372)	-37.74%
100-4.4291.1202	Retirement Plan	4,496	3,630	4,045	3,772	(273)	-6.75%
100-4.4291.1203	Workman's Comp	6,796	6,422	6,586	5,431	(1,155)	-17.54%
100-4.4291.1204	Unemployment Insurance	489	410	189	388	199	105.29%
100-4.4291.1205	Medical / Dental Insura	12,856	9,426	9,298	12,005	2,707	29.11%
	Total Benefits Costs	**36,945**	**30,041**	**31,703**	**28,809**	(2,894)	-9.13%
	Total Personnel Costs	**202,584**	**166,579**	**183,263**	**158,100**	(25,163)	-13.73%
OPERATIONS:							
100-4.4291.3209	Other Professional Serv	8,831	5,400	3,175	4,000	825	25.98%
100-4.4291.4110	Water & Sewer	161	141	196	240	44	22.45%
100-4.4291.4111	Disposal services	168	224	305	300	(5)	-1.64%
100-4.4291.4112	Electric	3,492	1,164	3,934	4,200	266	6.76%
100-4.4291.4113	Gas	1,505	2,202	2,945	4,200	1,255	42.61%
100-4.4291.4301	Buildings/Structures-R&	600	73,503	255	500	245	96.08%
100-4.4291.4305	Machinery/Equip/Vehicle	2,480	1,790	120	1,000	880	733.33%
100-4.4291.4307	Software Maintenance	-	8,100	6,824	7,500	676	9.91%
100-4.4291.4363	Materials-Repair Buildi	638	1,419	1,302	1,000	(302)	-23.20%
100-4.4291.4364	Materials-Repair/Mainta	1,975	1,872	2,123	1,500	(623)	-29.35%
100-4.4291.4411	Buildings/Improvements-	-	-	-	-	-	0.00%
100-4.4291.5301	Pagers	2,413	2,022	1,285	1,500	215	16.73%
100-4.4291.5302	Postage	460	90	71	250	179	252.11%
100-4.4291.5303	Telephone	7,103	6,476	5,597	6,080	483	8.63%
100-4.4291.5304	Other Communications	7,254	10,506	6,170	5,500	(670)	-10.86%
100-4.4291.5504	Printing & Binding	-	385	-	200	200	0.00%
100-4.4291.5803	Training & Education	12,813	7,171	4,529	4,000	(529)	-11.68%
100-4.4291.5804	Travel Costs	733	498	1,231	500	(731)	-59.38%
100-4.4291.6106	Public Education-Suppli	1,185	-	76	100	24	31.58%
100-4.4291.6108	Food	481	1,184	556	700	144	25.90%
100-4.4291.6118	Maps	340	96	462	300	(162)	-35.06%
100-4.4291.6121	Office Supplies	1,086	1,572	1,326	700	(626)	-47.21%
100-4.4291.6124	Small Tools & Equipment	8,945	6,127	3,502	3,500	(2)	-0.06%
100-4.4291.6125	Uniforms	994	998	1,041	1,000	(41)	-3.94%
100-4.4291.6126	Other Operating Supplie	3,887	5,086	3,449	3,500	51	1.48%

		2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
100-4.4291.6161	Gas, Oil, Lubricants	436	300	16	300	284	1775.00%
100-4.4291.6251	Purchased Fuel	-	1,603	407	-	(407)	-100.00%
100-4.4291.6262	Vehicle Care Outside Fleet	-	1,794	1,355	-	(1,355)	-100.00%
100-4.4291.6361	Fuel	11,487	11,493	9,405	11,400	1,995	21.21%
100-4.4291.6364	Fleet Charges	26,207	14,914	30,916	20,000	(10,916)	-35.31%
100-4.4291.6405	Dues & Subscriptions	8,136	8,675	7,895	8,500	605	7.66%
100-4.4291.6412	Incident Expenses	5,059	6,733	775	4,000	3,225	416.13%
100-4.4291.6420	Fire Control Costs	-	-	439	-	(439)	-100.00%
100-4.4291.6421	151 Fire	-	587	-	-	-	0.00%
100-4.4291.6422	King Fire	-	6,643	-	-	-	0.00%
100-4.4291.6423	Kearns East Fire	-	773	-	-	-	0.00%
100-4.4291.6425	Burns Fire	-	10,997	-	-	-	0.00%
100-4.4291.6506	FMAP Capital Grant PDM	15,455	-	-	-	-	0.00%
100-4.4291.6510	Vol Fire Assist (VFA)	-	-	4,131	-	(4,131)	-100.00%
100-4.4291.6515	COSAR Grant Expenditure	4,605	9,182	6,560	-	(6,560)	-100.00%
100-4.4291.6810	EMPG Supplemental Grant	5,300	-	7,395	-	(7,395)	-100.00%
100-4.4291.7408	EOC Paving Exp	-	-	-	-	-	0.00%
100-4.4291.8212	Incident Expense	-	-	-	-	-	0.00%
100-4.4291.8215	Interagency Incidents	6,149	143	642	-	(642)	-100.00%
	Total Operations Costs	**150,378**	**211,863**	**120,410**	**96,470**	(23,940)	-19.88%
	TOTAL EXPENDITURES	**352,962**	**378,442**	**303,673**	**254,570**	(49,103)	-16.17%
CAPITAL OUTLAY:							
100-4.4291.8520	Capital Outlay Building	-	13,351	-	-	-	0.00%
	Total Capital Outlay	-	13,351	-	-	-	0.00%
TOTAL EXPENDITURES & OTHER USES		**352,962**	**391,793**	**303,673**	**254,570**	(49,103)	-16.17%
REVENUE OVER/(UNDER) EXPENDITURES		**(226,905)**	**(253,797)**	**(193,321)**	**(179,270)**	14,051	-7.27%

SHERIFF (INVESTIGATIONS)

Description

The Archuleta County Sheriff's Department Investigations Division is comprised of a supervising Detective Sergeant, one full time general investigator, one part time investigator for Department of Human Services (DHS), one part time evidence technician, one parte time crime scene technician, one reserve detective, and two special deputies.

Core Services

The core services of this Division are to investigate all felony crimes that have suspects identified, and leads to pursue. Duties also include obtaining Search and Arrest warrants, testifying at court trials and hearings, maintaining a strong working relationship with local law enforcement agencies, and the District Attorney's Office. In addition, all investigators maintain contact with State and Federal agencies as the need arises.

2013 Accomplishments

- Investigated eleven (11) unattended deaths. Detective Barter has continued to investigate the twenty eight year old double homicide, which he has obtained assistance from the FBI, FBI Laboratory, US Attorney's Office, and the New Mexico State Police. Charges may be filed in the near future.
- Successfully investigated nine sexual assault cases (2 adults and 2 juvenile and 5 other), resulting in the perpetrators being charged, and pending trial. Investigations have continued to work with U.S. Immigration and Custom Enforcement and became member of ICAC (Internet Crimes Against Children) targeting suspects distributing and possessing child pornography on the internet. Investigations Division has successfully investigated two internet luring/enticement cases, in which both suspects have been identified and located. Charges are pending on one Possession of Child Pornography and a warrant has been issued for a Failure to Register. One suspect was arrested for failure to register who had successfully skipped registration with the State of New York for over five years.
- After developing enough evidence through investigative activity, we accumulated enough probable cause to request forty three search warrants and 15 arrest warrants.
- Detective Hamilton continues to investigate fraud cases for the Archuleta County Department of Human Services. As of June 2013 she has successfully investigated 25 fraud cases and recovered/saved approximately $30,000.00. Detective Hamilton continues to investigate Colorado Health Plan (CHP). She has also begun to audit internal benefit cases which include; child support cases, state assistance, and case worker review. All of which could lead to potential criminal fraud and to ensuring the Department of Human Services is abiding by State rules and regulations.
- We had a reduction in reported burglary reports from 48 in 2011 to 28 in 2012. Of those burglaries Investigations has successfully closed/cleared 45% either by arrests or arrest warrants being filed. Also several thousands of dollars worth of merchandise was recovered.
- Investigations conducted internal affairs investigations and numerous background investigations. We have switch to Lexus Nexus, which will play a major role in obtaining valuable information pertaining to the applicants. Lexus Nexus was cheaper than "Clear", but still provides the same valuable information.
- We continue to use the voluntary reserve program. George Barter is our only Reserve Detective at this time, but continues to be an active participant.

- In 2010 we successfully obtained funds through VPC to certify one of our investigators as a Forensic Interviewer. As of August of 2013, Detective Hamilton has conducted approximately 40-50 forensic interviews.
- Detective Garcia completed a child abuse investigation training, which certified him in investigating all types of crimes committed against children; specifically sexual abuse, physical abuse, and neglect.
- With the loss of some key personnel during the financial crisis, all employees took additional work responsibilities to make up for the loss of service personnel.
- 2013 showed an abundance of theft reports; totaling 81 up from 32 in 2012.
- In 2013, we received hundreds of tips regarding the use of illegal drugs and prescription drugs. Because of our limited resources, we were unable to conduct as much follow up as needed.
- In 2012, Crimestoppers went public. In 2013 several calls have been received and followed up on, most calls have been to report suspicious activity, extra patrols were assigned to these areas.
- In August of 2012, we began a training program in which a deputy is allowed to rotate through investigations in order to obtain further investigative experience.

2014 Goals

- Continue to establish a better forwarding procedure from patrol to investigation that will allow the ability to monitor each case assigned to investigations. A system that can be easily viewed for case status and statistics.
- Because we do not have a full time narcotics officer, we are limited in our resources when it comes to successfully addressing the issues pertaining to narcotics within Archuleta County. Throughout 2013, we requested assistance from the Southwest Drug Task Force, but have failed to gain any type of assistance. We will continue to use our current resources, which are extremely limited.
- Continue adequate training for all investigators (background investigations, Internal Affairs, Sexual Assault, Homicide, Crime scene collection/preservation, etc.)
- Continue to work with the members of the Archuleta County Crime Stoppers, in order to assist in solving more cases; specifically burglaries and thefts.
- Even though Investigations has a limited budget, we will still continue to develop a pro-active stance in pursuing all felony criminals and providing the prosecutor with an excellent work product with which to put repeat felons into prison.
- Continue providing the citizens of Archuleta County with professional and courteous services.

Key Performance Measures

- Aggressively pursue and close all investigations and provide accurate, completed case work for prosecution, within days of a reported incident.
- Pro-actively pursue drug traffickers and dealers in order to eliminate illegal drug activity in the County by 2016.

SHERIFF (INVESTIGATIONS) - 4212

		2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES							
100-3.4212.3310	Vale Grant	$ 13,145	$ 3,000	$ -	$ -	-	0.00%
100-3.4212.3350	DHS Fraud Contract	14,233	13,789	6,016	15,000	8,984	149.34%
100-3.4212.3420	Sheriff Investigations	3,145	2,730	7,101	-	(7,101)	-100.00%
100-3.4212.4030	Donations and Contributions	-	250	-	-	-	0.00%
100-3.4212.4550	Refund of Expenditures	-	-	-	-	-	0.00%
100-3.4212.5550	Misc. Revenue & Refunds	-	1,498	-	-	-	0.00%
	TOTAL REVENUES	**30,523**	**21,267**	**13,117**	**15,000**	1,883	14.36%
EXPENDITURES							
SALARIES & WAGES:							
FTEs		***3.00***	***3.00***	***3.00***	***3.00***	-	0.00%
100-4.4212.1101	Wages - Regular	88,191	95,717	82,636	84,660	2,024	2.45%
100-4.4212.1102	Wages - OT	4,733	1,200	2,616	4,000	1,384	52.91%
100-4.4212.1103	Wages- part-time	19,869	11,987	11,182	11,642	460	4.11%
100-4.4212.1109	Wages - DHS Investigati	7,138	12,635	7,066	15,000	7,934	112.28%
	Total Salaries & Wages Cost	**119,931**	**121,539**	**103,500**	**115,302**	11,802	11.40%
BENEFITS:							
100-4.4212.1201	FICA/Medicare	8,570	8,884	7,896	8,821	925	11.71%
100-4.4212.1202	Retirement Plan	3,670	3,578	3,523	3,546	23	0.65%
100-4.4212.1203	Workman's Comp	4,141	5,366	5,503	5,200	(303)	-5.51%
100-4.4212.1204	Unemployment Insurance	368	365	90	346	256	284.44%
100-4.4212.1205	Medical / Dental Insura	14,032	14,111	10,809	12,005	1,196	11.06%
	Total Benefits Costs	**30,781**	**32,304**	**27,821**	**29,918**	2,097	7.54%
	Total Personnel Costs	**150,712**	**153,843**	**131,321**	**145,220**	13,899	10.58%
OPERATIONS:							
100-4.4212.3206	Medical Services	2,049	2,095	-	-	-	0.00%
100-4.4212.3209	Other Professional Serv	-	185	-	-	-	0.00%
100-4.4212.5303	Telephone	2,144	1,378	1,270	1,200	(70)	-5.51%
100-4.4212.5802	Meals & Entertainment	122	-	160	-	(160)	-100.00%
100-4.4212.5803	Training & Education	737	211	171	2,000	1,829	1069.59%
100-4.4212.5804	Travel Costs	3,125	1,990	290	500	210	72.41%
100-4.4212.6120	Minor Capital Equipment	389	155	482	-	(482)	-100.00%
100-4.4212.6124	Small Tools & Equipment	125	1,264	757	750	(7)	-0.92%
100-4.4212.6125	Uniforms	901	390	359	500	141	39.28%
100-4.4212.6126	Other Operating Supplie	-	148	148	250	102	68.92%
100-4.4212.6251	Purchased Fuel	-	32	320	575	255	79.69%
100-4.4212.6405	Dues & Subscriptions	695	250	1,250	1,475	225	18.00%
100-4.4212.6408	Other Services	1,512	2,275	1,000	3,000	2,000	200.00%
100-4.4212.6409	DHS Fraud Investigator	616	-	-	-	-	0.00%
100-4.4212.6414	Cold Case Grant Exp	-	-	4,178	-	(4,178)	-100.00%
100-4.4212.6810	VALE Grant Expenditures	11,820	2,370	-	-	-	0.00%
	Total Operations Costs	**24,235**	**12,743**	**10,385**	**10,250**	(135)	-1.30%
	TOTAL EXPENDITURES	**174,947**	**166,586**	**141,706**	**155,470**	13,764	9.71%
REVENUE OVER/(UNDER) EXPENDITURES		**(144,424)**	**(145,319)**	**(128,589)**	**(140,470)**	(11,881)	9.24%

SHERIFF (PATROL)

Description

The Sheriff's Office Patrol Division enforces state laws and county ordinances in our area. The Division currently provides 24 hour coverage; defined as a deputy on duty, 24 hours a day with few to no exceptions. The Division accomplishes this with seven deputies and two corporals. Patrol shifts are overlapped for safety and to allow deputies time to complete the associated paperwork that often follows field actions. In 2011, Calls for Service, which included Patrol, Animal Control and Emergency Management, totaled 3,545. In 2012, calls for service, which included patrol, animal control and emergency management, totaled 4,000. Based upon our calls for service rate, as of August 8, 2013, we are projecting that by year's end we could realize a potential total of 5,564. That would translate to an approximate increase in activity of 39% in 2013 with an actual increase of 12.8% increase from 2011 to 2012.

Core Services

The Archuleta County Sheriff's Office Patrol Division provides law enforcement service in an area over 1,300 square miles. This includes Archuleta County and outlying areas of other jurisdictions such as Hinsdale and Mineral Counties. Per agreements, we cover these areas for emergencies as they are only remotely accessible from their respective county seats. We are responsible for the core area around the Town of Pagosa Springs, Chromo, Pagosa Junction and Arboles.

2013 Accomplishments

- Continued in-service training of personnel.
- Continued to provide consistent levels of service to the community despite increased demands.
- Continued scheduled traffic enforcement shifts each month to address citizen complaints and concerns.
- Implemented Self-Initiated Tracking program to help differentiate regular calls for service and self-initiated activity.
- Established clearly outlined shift performance expectations for the purposes of future performance measurements.
- Provided for the growth of Deputies abilities through the delegation of assigned duties.

2014 Goals

- Continue to provide the best possible levels of service to our citizens and visitors, which will hopefully foster a feeling of safety, security and partnership in our community.
- Continue training in core/critical skills.
- Re-implement the in-house training of patrol personnel in investigation, which will increase their knowledge base and skills.
- Establishment Physical Fitness Standards.
- Evaluate old Policy and Procedure to facilitate the growth/development/change of new Police Policy and Procedure.
- Improve tracking of Self-Initiate Activity Program.
- Evaluate old vehicles and phase newer vehicles, properly outfitted, into Patrol.

Key Performance Measures

- Develop and initiate response objectives, and report, approval, and distribution timelines for all Dispatch initiated call outs by July 31, 2014.
- Develop and initiate response objectives and report approval and distribution timelines, for all self-initiated patrol activities by July 31, 2014.
- Develop and implement physical and educational requirements for all staff, by December 31, 2014.
- Develop a community outreach program to educate the public on the role and responsibility of the Sheriff's enforcement activities, by July 31, 2014.

SHERIFF (PATROL) - 4213

		2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES							
100-3.4213.3340	State Grants	$ -	$ 2,906	$ -	$ -	$ -	0.00%
100-3.4213.3650	Fines, Forfeitures & Pen	-	130	-	-	-	0.00%
100-3.4213.4015	Grants	-	8,600	-	-	(8,600)	-100.00%
100-3.4213.5550	Misc Revenue & Refunds	400	-	2,874	-	-	0.00%
	TOTAL REVENUES	**400**	**11,636**	**2,874**	**-**	(2,874)	-100.00%
EXPENDITURES							
SALARIES & WAGES:							
FTEs		***10.00***	***9.00***	***9.00***	***9.00***	-	0.00%
100-4.4213.1101	Wages - Regular	404,492	354,321	338,464	353,893	15,429	4.56%
100-4.4213.1102	Wages - OT	14,721	16,826	11,683	15,000	3,317	28.39%
100-4.4213.1103	Wages - part-time	-	-	64	-	(64)	-100.00%
100-4.4213.1113	Wages - OT (Non-Patrol)	-	-	1,379	-	(1,379)	-100.00%
	Total Salaries & Wages Cost	**419,213**	**371,147**	**351,590**	**368,893**	17,303	4.92%
BENEFITS:							
100-4.4213.1201	FICA/Medicare	30,436	26,574	26,346	28,220	1,874	7.11%
100-4.4213.1202	Retirement Plan	16,726	15,002	14,740	14,756	16	0.11%
100-4.4213.1203	Workman's Comp	16,353	14,929	15,312	16,637	1,325	8.65%
100-4.4213.1204	Unemployment Insurance	1,315	1,110	341	1,107	766	224.63%
100-4.4213.1205	Medical / Dental Insura	50,627	59,677	55,023	73,410	18,387	33.42%
	Total Benefits Costs	**115,457**	**117,292**	**111,762**	**134,130**	22,368	20.01%
	Total Personnel Costs	**534,670**	**488,439**	**463,352**	**503,023**	39,671	8.56%
OPERATIONS:							
100-4.4213.3206	Medical Services	-	3,622	500	3,000	2,500	500.00%
100-4.4213.3209	Other Professional Serv	1,792	1,566	2,640	1,500	(1,140)	-43.18%
100-4.4213.4112	Electric	173	164	118	250	132	111.86%
100-4.4213.4113	Gas	1,060	640	860	1,500	640	74.42%
100-4.4213.4115	Water	-	-	-	183	183	0.00%
100-4.4213.4309	Other Maintenance & Rep	68	12	55	200	145	263.64%
100-4.4213.5303	Telephone	4,318	3,834	3,365	4,378	1,013	30.10%
100-4.4213.5803	Training & Education	689	1,710	99	4,000	3,901	3940.40%
100-4.4213.5804	Travel Costs	-	388	1,156	500	(656)	-56.75%
100-4.4213.6102	Ammunition & Related	5,953	6,602	2,422	6,000	3,578	147.73%
100-4.4213.6105	Chemicals /Laboratory	-	-	-	500	500	0.00%
100-4.4213.6120	Minor Capital Equipment	920	2,907	1,401	1,000	(401)	-28.62%
100-4.4213.6124	Small Tools & Equipment	1,957	3,821	1,124	2,000	876	77.94%
100-4.4213.6125	Uniforms	6,107	3,918	3,603	2,000	(1,603)	-44.49%
100-4.4213.6126	Other Operating Supplie	2,292	83	207	1,000	793	383.09%
100-4.4213.6361	Fuel	47,694	61,693	63,837	65,000	1,163	1.82%
100-4.4213.6364	Fleet Charges	146,211	68,209	51,215	60,000	8,785	17.15%
100-4.4213.6405	Dues & Subscriptions	170	-	-	-	-	0.00%
	Total Operations Costs	**219,404**	**159,169**	**132,602**	**153,011**	20,409	15.39%
	TOTAL EXPENDITURES	**754,074**	**647,608**	**595,954**	**656,034**	60,080	10.08%
CAPITAL OUTLAY:							
100-4.4213.8502	Capital Outlay - Office	-	-	-	-	-	0.00%
	Total Capital Outlay	-	-	-	-	-	0.00%
	TOTAL EXPENDITURES & OTHER USES	**754,074**	**647,608**	**595,954**	**656,034**	60,080	10.08%
	REVENUE OVER/(UNDER) EXPENDITURES	**(753,674)**	**(635,972)**	**(593,080)**	**(656,034)**	(62,954)	10.61%

SIDEWALK ESCROW - 5224

	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES						
100-3.5224.3610 Interest Revenue	$ 3	$ 18	$ 10	$ -	(10)	-100.00%
TOTAL REVENUES	**3**	**18**	**10**	**-**	(10)	-100.00%
REVENUE OVER/(UNDER) EXPENDITURES	**3**	**18**	**10**	**-**	(10)	-100.00%

TRANSPORTATION (ADMINISTRATION) - 4659

		2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES							
100-3.4659.3312	Federal Grants - Trans	$ 15,452	$ -	$ -	$ -	-	0.00%
100-3.4659.3315	State Grant Operating	-	15,451	-	-	-	0.00%
100-3.4659.3410	Transportation Admin Ch	-	-	-	-	-	0.00%
100-3.4659.5550	Misc Revenue & Refunds	367	250	-	-	-	0.00%
	TOTAL REVENUES	**15,819**	**15,701**	**-**	**-**	-	0.00%
EXPENDITURES							
SALARIES & WAGES:							
FTEs		***1.00***	***1.00***	***1.00***	***1.00***	-	0.00%
100-4.4659.1101	Wages - Regular	32,910	32,740	27,715	32,885	5,170	18.65%
100-4.4659.1102	Wages- OT	-	93	64	-	(64)	-100.00%
	Total Salaries & Wages Cost	**32,910**	**32,833**	**27,779**	**32,885**	5,106	18.38%
BENEFITS:							
100-4.4659.1201	FICA/Medicare	2,206	2,178	1,945	2,516	571	29.36%
100-4.4659.1202	Retirement Plan	1,327	1,333	1,180	1,315	135	11.44%
100-4.4659.1203	Workman's Comp	2,655	2,363	2,424	2,644	220	9.08%
100-4.4659.1204	Unemployment Insurance	100	99	29	99	70	241.38%
100-4.4659.1205	Medical / Dental Insurance	10,251	10,832	9,661	13,799	4,138	42.83%
	Total Benefits Costs	**16,539**	**16,805**	**15,239**	**20,373**	5,134	33.69%
	Total Personnel Costs	**49,449**	**49,638**	**43,018**	**53,258**	10,240	23.80%
OPERATIONS:							
100-4.4659.3206	Medical Services	-	-	-	-	-	0.00%
100-4.4659.4110	Water & Sewer	97	253	255	300	45	17.65%
100-4.4659.4111	Disposal Services	212	269	318	289	(29)	-9.12%
100-4.4659.4112	Electric	1,159	1,164	1,197	1,300	103	8.60%
100-4.4659.4113	Gas	559	513	525	-	(525)	-100.00%
100-4.4659.5302	Postage	2	17	67	25	(42)	-62.69%
100-4.4659.5303	Telephone	1,657	1,462	1,440	1,500	60	4.17%
100-4.4659.5401	Advertising/Publishing	229	1,907	812	1,200	388	47.78%
100-4.4659.5504	Printing & Binding	422	155	164	500	336	204.88%
100-4.4659.5802	Meals & Entertainment	156	90	355	200	(155)	-43.66%
100-4.4659.5803	Training & Education	905	1,512	(140)	500	640	-457.14%
100-4.4659.5804	Travel Costs	433	125	938	500	(438)	-46.70%
100-4.4659.6121	Office Supplies	215	399	544	225	(319)	-58.64%
100-4.4659.6405	Dues & Subscriptions	200	-	208	200	(8)	-3.85%
	Total Operations Costs	**6,246**	**7,866**	**6,683**	**6,739**	56	0.84%
	TOTAL EXPENDITURES	**55,695**	**57,504**	**49,701**	**59,997**	10,296	20.72%
REVENUE OVER/(UNDER) EXPENDITURES		**(39,876)**	**(41,803)**	**(49,701)**	**(59,997)**	(10,296)	20.72%

TRANSPORTATION

Mission Statement

To provide safe, reliable and affordable Public Transportation for the community.

Core Services

Mountain Express Transit provides affordable, cost effective and efficient public transportation services to residents of the Town of Pagosa Springs, residents of Archuleta County and visitors to Archuleta County. Those services the "Call & Ride" service, allowing customers to make reservations a day in advance for the Mountain Express bus to pick them up at a predetermined location (home, work, doctor's office) and take them to another location in the Pagosa Springs area at a cost of only $2.00 per person, one way. The 'Call & Ride' service, a demand response system replacing the former deviated fixed route system, has resulted in savings in mileage, fuel consumption and the riders-per-mile ratio.

Mountain Express Transit operates the Uptown Grocery Run Mondays, Wednesdays and Fridays for the benefit of residents living in the downtown area who are unable to access adequate groceries due to the closure of the downtown City Market.

Mountain Express Transit has minimally three clear performance indicators; mileage and fuel costs, ridership numbers and customer comments. Comparison of revenues from one year to another is also a performance indicator although less reliable due to the variety of ways in which revenue is generated. However, the mileage and fuel costs, ridership numbers and customer comments should be performance measurements.

2014 Goals

- Further perfection and expansion of the current Mountain Express Transit system while developing a transition from a county owned and operated service to a regional service accessing important destinations in La Plata County as well.
- The ultimate goal is to spin off Mountain Express Transit into a regionally owned and operated system with more outside funding and improved equipment and transit services.

Key Performance Measures

- Increase passenger revenue in 2014.
- Develop a transition plan to convert the County Transportation Program to a regional program if possible.
- Reduce Transportation Program expenses where possible in 2014.
- Apply for and obtain grants for transportation operations in 2014.

TRANSPORTATION (MOUNTAIN EXPRESS) - 4650

		2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES							
100-3.4650.3312	Federal Grants- Trans C	$ 20,257	$ 23,731	$ -	$ -	-	0.00%
100-3.4650.3315	CDOT Capital Grant	-	-	-	-	-	0.00%
100-3.4650.3350	Mtn Express Contract w/	1,240	936	-	-	(936)	-100.00%
100-3.4650.3410	MT Express Charges	1,477	3,080	5,988	4,500	(1,488)	-24.85%
100-3.4650.4040	Contributions & Donatio	21,919	20,000	20,000	20,000	-	0.00%
100-3.4650.4550	Refund of Expenditures	-	-	-	-	-	0.00%
	TOTAL REVENUES	**44,893**	**47,747**	**25,988**	**24,500**	(1,488)	-5.73%
EXPENDITURES							
SALARIES & WAGES:							
FTEs		***1.00***	***1.00***	***1.00***	***1.00***	-	0.00%
100-4.4650.1103	Wages- part-time	41,059	34,476	30,472	35,338	4,866	15.97%
	Total Salaries & Wages Cost	**41,059**	**34,476**	**30,472**	**35,338**	4,866	15.97%
BENEFITS:							
100-4.4650.1201	FICA/Medicare	3,071	2,683	2,415	2,703	288	11.93%
100-4.4650.1202	Retirement Plan	1,428	550	-	-	-	0.00%
100-4.4650.1203	Workman's Comp	2,549	2,784	2,856	2,841	(15)	-0.53%
100-4.4650.1204	Unemployment Insurance	119	91	32	106	74	231.25%
100-4.4650.1205	Medical / Dental Insura	-	-	-	-	-	0.00%
	Total Benefits Costs	**7,167**	**6,108**	**5,303**	**5,650**	347	6.54%
	Total Personnel Costs	**48,226**	**40,584**	**35,775**	**40,988**	5,213	14.57%
OPERATIONS:							
100-4.4650.3206	Medical Services	-	-	-	-	-	0.00%
100-4.4650.4364	Materials-Repair/Mainta	-	-	21	-	(21)	-100.00%
100-4.4650.5303	Telephone	389	299	373	300	(73)	-19.57%
100-4.4650.6125	Uniforms	-	-	273	-	(273)	-100.00%
100-4.4650.6126	Other Operating Supplie	71	333	2	200	198	9900.00%
100-4.4650.6361	5311 Grant Fuel Expense	12,631	12,922	13,312	13,000	(312)	-2.34%
100-4.4650.6364	Fleet Charges	11,239	13,729	12,699	14,000	1,301	10.24%
100-4.4650.6401	Advertising/Publishing	-	-	-	-	-	0.00%
	Total Operations Costs	**24,330**	**27,283**	**26,680**	**27,500**	820	3.07%
	TOTAL EXPENDITURES	**72,556**	**67,867**	**62,455**	**68,488**	6,033	9.66%
CAPITAL OUTLAY:							
100-4.4650.8510	Capital Outlay	-	-	-	-	-	0.00%
	Total Capital Outlay	-	-	-	-	-	0.00%
	TOTAL EXPENDITURES & OTHER USES	**72,556**	**67,867**	**62,455**	**68,488**	6,033	9.66%
	REVENUE OVER/(UNDER) EXPENDITURES	**(27,663)**	**(20,120)**	**(36,467)**	**(43,988)**	(7,521)	20.62%

TOURISM FUND - 5212

	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES						
100-3.5212.3140 Lodging Tax	$ 83,068	$ 85,973	$ 61,409	$ 85,000	23,591	38.42%
TOTAL REVENUES	**83,068**	**85,973**	**61,409**	**85,000**	23,591	38.42%
EXPENDITURES						
OPERATIONS:						
100-4.5212.5910 Treasurer Fees	537	-	-	-	-	0.00%
100-4.5212.6888 Lodgers Tax to Chamber	80,819	102,131	59,750	-	(59,750)	-100.00%
100-4.5212.6889 Lodger's Tax to Tourism Board	-	-	-	65,000	65,000	0.00%
100-4.5212.7025 Contingency	-	-	-	20,000	20,000	0.00%
TOTAL OPERATION EXPENDITURES	**81,356**	**102,131**	**59,750**	**85,000**	25,250	42.26%
REVENUE OVER/(UNDER) EXPENDITURES	**1,712**	**(16,158)**	**1,659**	**-**	(1,659)	-100.00%

VETERANS SERVICE OFFICE

Description

The Archuleta County Veterans Service Officer acts on behalf of veterans, families of veterans, or other designated persons for veterans' interests, to assist with information and applications for Department of Veterans Affairs benefits and services, which in some cases includes the Department of Defense. The County Veterans Service Officer answers direct to the Director of Human Services, and Board of County Commissioners, and essentially works autonomously to carry out the duties of this office.

Core Services

- Assist with all veteran related matters in the County, including citizens interested in Veteran's information and assistance, ensuring privacy of personal information.
- Determine the best course of action to maximize any and all VA benefits a Veteran, or Veteran related person (dependent), may be entitled.
- Provide outreach in the community to inform Veterans of VA benefits they may be entitled to through local media including a weekly newspaper column and news releases, community gatherings, and cooperation through local veteran's service organizations.
- Determine appropriate application processes for VA benefits and claims, and assist in filling out all applications and forms to that end.
- Maintain a physical file of all local Veterans and Veteran's dependents filing for benefits, to include strict monitoring of access to these records.

2012-2013 Accomplishments

- Provided assistance in generation of veteran's claims for Service Connected Disabilities, Non Service Connected pensions and claims for widows or surviving family members. Some of these claims are based on income, which may provide financial assistance for Veterans or Veteran's families with very low incomes.
- Enrolled Veterans in VA Health Care that has actually provided life support, and much needed Health Care appointments resulting in Veterans receiving mental health care, hearing aids and other medical necessities such as glasses or dental work.
  Providing Veterans with assistance in maintaining their annual financial updates by filling out the VA forms, and submitting them to VAMC Albuquerque. VA Outpatient Clinics are starting to require an updated Means Test or the Veteran cannot be seen at the clinic.
- Provide coordination and vehicle scheduling for Veterans transportation to medical appointments, including volunteer drivers; assistance in scheduling for appointments and lodging to meet their health care needs; reimbursement assistance to all Veterans who are not eligible for VA Travel, for their transportation and overnight accommodation costs to those medical appointments through the use and cooperation of area Veteran's organizations.
- Cooperated with local Veterans groups: American Legion and Vets4Vets, providing emergency assistance to veterans on a case by case basis. Contacts with the Pine Ridge Nursing Home, Pagosa Outreach Connection, Human Services, DAV, and Arboles Seniors to assist individuals who are Veterans, with VA benefits applications, if eligible. The VSO Office is also becoming involved with the Archuleta County Accountability Court, when a Veteran is involved with this program.
- Based on 2011 VA Records: Archuleta County Veterans - 1,515
  - Compensation and Pension: $3,892,000 (Direct)
  - Education and Vocational Rehab/Employment: $104,000 (Indirect)
  - Insurance and Indemnities: $56,000 (Direct)

- Medical Care: $2,203,000 (Indirect)
- Unique Patients: VAHC Treatments - $413,000 (Direct and Indirect)
- TOTAL: $6,256,000
- Compensation and Pension: $3,158,000 (Direct)
- Education and Vocational Rehab/Employment: $218,000 (Indirect)
- Insurance and Indemnities: $91,000 (Direct)
- Medical Care: $2,341,000 (Indirect)
- Unique Patients: VAHC Treatments - $419,000 (Direct and Indirect)
- TOTAL: $5,808,000
- Total/# of veterans=$6,000 Average

The above statistics of VA Expenditures reflects that the veterans of Archuleta County are providing a positive impact on the overall economy of Archuleta County.

2014 Goals

- Providing assistance in generation of Veteran's claims for Service Connected Disabilities, Non Service Connected pensions and claims for Widows or surviving family members. Some of these claims are based on income, which may provide financial assistance for Veterans or Veteran's families with very low incomes.
- Enrolling Veterans in VA Health Care that has actually provided life support, and much needed Health Care appointments resulting in veterans receiving mental health care, hearing aids and other medical necessities such as glasses or dental work. In addition, VA Health Care satisfies the Health Care Requirements of Obama Care.
- Providing Veterans with assistance in maintaining their annual financial updates by filling out the VA forms, and submitting them to VAMC Albuquerque. VA Outpatient Clinics are requiring a current and valid Means Test or the Veteran will not be seen at the clinic.
- To provide coordination and vehicle scheduling for Veterans transportation to medical appointments, including volunteer drivers; assistance in scheduling for appointments and lodging to meet their health care needs; reimbursement assistance to all Veterans, who are not eligible for VA Travel, for their transportation and overnight accommodation costs to those medical appointments through the use and cooperation of area veteran's organizations.
- Outreach: To continue cooperation with local Veterans groups: American Legion and Vets4Vets, providing emergency assistance to veterans on a case by case basis. Maintain contacts with the Pine Ridge Nursing Home, Pagosa Outreach Connection, Human Services, DAV, and the Arboles community to assist individuals who are Veterans, with VA benefits applications or VA assistance, if eligible. The VSO Office staying involved with the Archuleta County Accountability Court, when a Veteran is involved with this program.
- Continue training and working relationships with State, Federal agencies in the quality of knowledge used with assisting our veterans. This now includes a Repurposing Proposal for Ft. Lyons becoming a Rehabilitation, Counseling, Mental Health, and Outreach for Homeless especially Veterans with Substance Abuse.
- Maintain my certification through NACVSO's program for county service officers.

Key Performance Measures

- Assist Veterans in their submission of completed applications for claims for VA benefits to the Department of Veterans Affairs within 45 days of initial contact whenever possible.
- Return telephone calls and requests for appointment within 24 hours or the next working day.
- Increase enrollment into VA HealthCare for eligible Veterans by 5% per year and maintain required eligibility to VAMC Albuquerque requirements.

- Schedule Veteran Services vehicles and when required, volunteer drivers for the transportation of local veterans for Health and Wellbeing visits within 24 hours.
- Increase public awareness of Veterans benefits and access of those benefits through public forums and home visits by 5% per year.
- Complete required and supplemental training, on an annual basis, as directed through the Colorado Department of Veteran Affairs by July 1st of current year.

VETERANS SERVICES OFFICE- 4195

		2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES							
100-3.4195.3341	State Grant Operating	$ 600	$ 3,600	$ 1,000	$ -	(1,000)	-100.00%
100-3.4195.5550	Veterans Misc Rev & Ref	-	-	-	-	-	0.00%
	TOTAL REVENUES	**600**	**3,600**	**1,000**	**-**	(1,000)	-100.00%
EXPENDITURES							
SALARIES & WAGES:							
FTEs		***1.00***	***1.33***	***1.33***	***1.00***	(0)	-24.81%
100-4.4195.1101	Wages - Regular	44,427	37,503	36,080	37,743	1,663	4.61%
100-4.4195.1103	Wages- part-time	4,330	13,374	2,720	-	(2,720)	-100.00%
	Total Salaries & Wages Cost	**48,757**	**50,877**	**38,800**	**37,743**	(1,057)	-2.72%
BENEFITS:							
100-4.4195.1201	FICA/Medicare	3,569	3,885	3,058	2,887	(171)	-5.59%
100-4.4195.1202	Retirement Plan	1,792	1,519	1,519	1,510	(9)	-0.59%
100-4.4195.1203	Workman's Comp	106	153	157	109	(48)	-30.57%
100-4.4195.1204	Unemployment Insurance	147	153	42	113	71	169.05%
100-4.4195.1205	Medical / Dental Insura	5,320	570	548	570	22	4.01%
	Total Benefits Costs	**10,934**	**6,280**	**5,324**	**5,189**	(135)	-2.54%
	Total Personnel Costs	**59,691**	**57,157**	**44,124**	**42,932**	(1,192)	-2.70%
OPERATIONS:							
100-4.4195.4307	Software	225	-	-	-	-	0.00%
100-4.4195.4416	Other Rents & Leases	-	-	-	1,500		
100-4.4195.5302	Postage	89	68	54	125	71	131.48%
100-4.4195.5303	Telephone	1,473	1,583	1,432	1,700	268	18.72%
100-4.4195.5803	Training & Education	922	1,363	966	1,300	334	34.58%
100-4.4195.6121	Office Supplies	459	709	564	550	(14)	-2.48%
100-4.4195.6361	Fuel Costs	-	170	317	200	(117)	-36.91%
100-4.4195.6364	Veterans Fleet Charges	2,657	2,331	2,539	3,500	961	37.85%
100-4.4195.6405	Dues & Subscriptions	73	251	184	300	116	63.04%
	Total Operations Costs	**5,898**	**6,475**	**6,056**	**9,175**	3,119	51.50%
	TOTAL EXPENDITURES	**65,589**	**63,632**	**50,180**	**52,107**	1,927	3.84%
CAPITAL OUTLAY:							
100-4.4195.8501	Capital Outlay	-	-	-	5,500	5,500	0.00%
	Total Capital Outlay	**-**	**-**	**-**	**5,500**	5,500	0.00%
	TOTAL EXPENDITURES & OTHER USES	**65,589**	**63,632**	**50,180**	**57,607**	7,427	14.80%
	REVENUE OVER/(UNDER) EXPENDITURES	**(64,989)**	**(60,032)**	**(49,180)**	**(57,607)**	(8,427)	17.14%

WEED & PEST

Description

The Weed and Pest Department is made up of the Director and one, sometimes two, seasonal employees. The Weed and Pest Department is under the Public Works Division.

Core Services

- Maintain noxious weed control on county roads following the State Noxious Weed Act.
- By request, provide noxious weed control for private land owners.
- Support for "do-it-yourself" property owners with recommendations of herbicides, rates, cautions, sprayers, etc.
- Support for rodent control such as our trap loan program.
- Work with Hinsdale and Mineral counties on noxious weed control within the Piedra and San Juan water sheds forming the Upper San Juan Weed District.

2013 Accomplishments

- Treated noxious weeds on county roads twice.
- Fulfilled all Intergovernmental Agreements.
- Treated 345 miles of County road shoulders.
- Treated County property twice.
- Completed all private requests.

Key Performance Measures

- Treat all County roads and properties each year for noxious weed control and/or eradication.
- Explore and apply for available weed grants each year.

WEED & PEST - 4317

		2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES							
100-3.4317.3410	Weed & Pest Charges	$ 19,890	$ 19,145	$ 18,250	$ 23,000	3,855	20.14%
	TOTAL REVENUES	**19,890**	**19,145**	**18,250**	**23,000**	3,855	20.14%
EXPENDITURES							
SALARIES & WAGES:							
FTEs		***2.05***	***2.05***	***2.05***	***2.05***	-	0.00%
100-4.4317.1101	Wages - Regular	65,848	47,496	45,434	47,576	2,142	4.71%
100-4.4317.1103	Wages- part-time	11,088	13,468	12,544	13,468	924	7.37%
	Total Salaries & Wages Cost	**76,936**	**60,964**	**57,978**	**61,044**	3,066	5.29%
BENEFITS:							
100-4.4317.1201	FICA/Medicare	5,517	4,347	4,256	4,670	414	9.73%
100-4.4317.1202	Retirement Plan	2,625	1,901	1,890	1,903	13	0.69%
100-4.4317.1203	Workman's Comp	2,655	2,994	3,071	2,833	(238)	-7.75%
100-4.4317.1204	Unemployment Insurance	262	173	51	183	132	258.82%
100-4.4317.1205	Medical / Dental Insura	9,917	9,249	9,914	11,787	1,873	18.89%
	Total Benefits Costs	**20,976**	**18,664**	**19,182**	**21,376**	2,194	11.44%
	Total Personnel Costs	**97,912**	**79,628**	**77,160**	**82,420**	5,260	6.82%
OPERATIONS:							
100-4.4317.4113	Gas	1,274	953	1,256	1,430	174	13.85%
100-4.4317.5303	Telephone	1,231	1,364	1,374	1,375	1	0.07%
100-4.4317.5803	Training & Education	1,182	1,658	1,277	1,750	473	37.04%
100-4.4317.6166	Herbicide Materials	3,500	12,500	11,000	9,025	(1,975)	-17.95%
100-4.4317.6361	Fuel	4,667	5,569	5,311	4,994	(317)	-5.97%
100-4.4317.6364	Fleet Charges	3,049	3,050	2,387	3,049	662	27.73%
100-4.4317.6405	Dues & Subscriptions	-	-	-	-	-	0.00%
	Total Operations Costs	**14,903**	**25,094**	**22,605**	**21,623**	(982)	-4.34%
	TOTAL EXPENDITURES	**112,815**	**104,722**	**99,765**	**104,043**	4,278	4.29%
REVENUE OVER/(UNDER) EXPENDITURES		**(92,925)**	**(85,577)**	**(81,515)**	**(81,043)**	472	-0.58%

ARCHULETA COUNTY
COMPARATIVE BUDGET CHANGES 2011-2014
ROAD & BRIDGE FUND SUMMARY BUDGET BY DEPARTMENT

DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 PROPOSED BUDGET	Inc/(Dec) Projected 2013 to Proposed 2014	% Inc /-Dec Projected 2013 to Proposed 2014
REVENUES:						
Property Tax	$ 713,678	$ 718,290	$ 900,335	$ 793,022	$ (107,313)	-11.92%
Specific Ownership Tax	42,291	42,554	71,827	60,000	(11,827)	-16.47%
Licenses and Permits	12,675	15,125	23,025	14,000	(9,025)	-39.20%
HUTF	1,559,829	1,581,902	1,387,778	1,552,410	164,632	11.86%
Intergovernmental	191,999	73,926	117,042	107,500	(9,542)	-8.15%
Miscellaneous	30,180	32,997	29,521	16,000	(13,521)	-45.80%
1A R&B Revenue	967,177	350	822	-	(822)	-100.00%
RCI Sales Tax	1,913,674	1,585,375	1,391,127	1,649,651	258,524	18.58%
RCI Grants	-	1,717,404	(75,313)	2,780,915	2,856,228	-3792.48%
TOTAL REVENUES	**5,431,503**	**5,767,923**	**3,846,164**	**6,973,498**	3,127,334	81.31%
EXPENDITURES:						
Administration	739,484	847,663	805,453	738,322	(67,131)	-8.33%
Maintenance	1,551,550	1,935,023	1,884,027	2,275,727	391,700	20.79%
Capital Outlay	152,505	561,120	-	45,000	45,000	0.00%
Debt Expenditures	434,104	438,869	432,886	427,644	(5,242)	-1.21%
1A Operations	1,120,246	157,440	4,514	-	(4,514)	-100.00%
RCI	1,771,938	2,500,766	2,385,059	3,671,539	1,286,480	53.94%
TOTAL EXPENDITURES	**5,769,827**	**6,440,881**	**5,511,939**	**7,158,232**	1,646,293	29.87%
Change in Fund Balance	(338,324)	(672,958)	(1,665,775)	(184,734)	1,481,041	-88.91%
BEGINNING FUND BALANCE	**3,839,783**	**3,501,459**	**2,828,501**	**1,162,726**	60,000	-58.89%
ENDING FUND BALANCE:						
Nonspendable	34,039	34,039	34,039	34,039	-	0.00%
Committed for 1A	157,331	241	(3,451)	(3,451)	-	0.00%
Restricted TABOR Reserve	116,427	116,427	113,223	122,072	8,850	7.82%
Restricted Title III	51,124	51,124	51,124	51,124	-	0.00%
Committed for Working Capital	572,759	695,672	672,370	753,512	81,142	12.07%
Unassigned	2,569,780	1,930,999	295,421	20,695	(274,726)	-92.99%
ENDING FUND BALANCE	**$ 3,501,459**	**$ 2,828,501**	**$ 1,162,726**	**$ 977,992**	(184,734)	-15.89%

ARCHULETA COUNTY
COMPARATIVE BUDGET CHANGES 2011-2014
ROAD & BRIDGE FUND REVENUE

A/C NO.	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 PROPOSED BUDGET	Inc/(Dec) Projected 2013 to Proposed 2014	% Inc /-Dec Projected 2013 to Proposed 2014
	TAXES						
201-3.4311.3111	Property Tax	709,286	714,891	885,158	790,522	(94,636)	-10.7%
201-3.4311.3112	Delinquent Tax	1,769	6,819	2,510	2,000	(510)	-20.3%
201-3.4311.3113	Senior Exemption Propert	614	339	11,312	-	(11,312)	-100.0%
201-3.4311.3115	Abatement	(7,909)	(7,698)	(2,341)	(2,500)	(159)	6.8%
201-3.4311.3120	Specific Ownership Tax	42,291	42,554	71,827	60,000	(11,827)	-16.5%
201-3.4311.3191	Current Tax Interest	9,450	2,980	3,696	3,000	(696)	-18.8%
201-3.4311.3195	Del Tax- Penalties & Int	468	960	-	-	-	0.0%
	Total Taxes	755,969	760,845	972,162	853,022	(119,140)	-12.3%
	LICENSES & PERMITS						
201-3.4311.3221	Road Cut & Driveway Perm	12,675	15,125	23,025	14,000	(9,025)	-39.2%
	Total Licenses & Permits	12,675	15,125	23,025	14,000	(9,025)	-39.2%
	INTERGOVERNMENTAL REV						
201-3.4311.3331	Forest Reserve Act	38,668	-	34,230	-	(34,230)	-100.0%
201-3.4311.3354	HUTF Highway User Tax	1,559,829	1,581,902	1,387,778	1,552,410	164,632	11.9%
201-3.4311.3355	Motor Vehicle Licenses	57,462	50,065	58,330	55,000	(3,330)	-5.7%
201-3.4318.3313	Fed Grant- USDA Forest S	-	23,861	24,482	27,500	3,018	0.0%
201-3.4312.3332	Forest Service Title II	95,869	-	-	25,000	25,000	100.0%
	Total Intergovernment Revenue	1,751,828	1,655,828	1,504,820	1,659,910	155,090	10.3%
	MISCELLANEOUS REVENUE						
201-3.0000.4550	CCOERA Fortfieture	-	1,502	-	-		
201-3.4311.4550	CCOERA Fortfieture	2,011	-	144	-	(144)	-100.0%
201-3.4312.5540	Contributions for Projec	28,403	31,415	-	16,000	16,000	100.0%
201-3.4312.5550	Misc Revenue & Refunds	(1,149)	80	26,871	-	(26,871)	-100.0%
201-3.4311.4570	Refund of Expenditures	253	-	-	-	-	0.0%
	Total Miscellaneous Revenue	29,518	32,997	27,015	16,000	(11,015)	-40.8%
	OTHER SOURCE						
201-3.4312.9050	Sale of Inventory Items	662	-	-	-	-	0.0%
	Total Other Sources	662	-	-	-	-	0.0%
	1A ALLOCATED TO R&B						
201-3.5216.3111	Property Tax	968,616	-	793	-	(793)	0.0%
201-3.5216.3112	Delinquent Tax	2,124	1,275	-	-	-	0.0%
201-3.5216.3115	Abatements	(3,802)	(1,692)	(40)	-	40	-100.0%
201-3.5216.3191	Current Tax Interest	8	-	-	-	-	0.0%
201-3.5216.3195	Delinquent Tax Interest	234	767	69	-	(69)	-100.0%
201-3.5216.3330	Payment in Lieu of Taxes	-	-	-	-	-	0.0%
	Total 1A Allocated to R&B	967,180	350	822	-	(822)	100.0%

A/C NO.	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 PROPOSED BUDGET	Inc/(Dec) Projected 2013 to Proposed 2014	% Inc /-Dec Projected 2013 to Proposed 2014
	RCI CAPITAL IMPROVEMENT						
201-3.6000.3194	Sales Tax	1,583,408	1,585,375	1,391,127	1,649,651	258,524	18.6%
201-3.6000.3950	Miscellaneous	1	-	2,506	-	-2,506	0.0%
201-3-6000.3343	State Grant Capital West Cat Creel	96,121	446,067	-	-	-	0.0%
201-3.6020.3343	State Grant Capital - Ju	36,151	-	-	-	-	0.0%
201-3.6040.3311	Piedra Road Grant	-	-	-	2,048,915	2,048,915	0.0%
201-3.6040.3313	Fed Grant-USDA Forest Se	-	-	-	-	-	0.0%
201-3.6050.3313	USFS Grant (Grave, CR302)	-	42,848	24,075	-	(24,075)	-100.0%
201-3.6060.3311	SJRV Harebell Bridge	7,639	221,463	379,956	-	(379,956)	-100.0%
201-3.6060.3313	CDOT Harebell (CFDA # 20	190,354	883,394	(479,344)	-	479,344	-100.0%
201-3.6070.3313	CDOT Rio Blance Bridge	-	123,632	-	732,000	732,000	100.0%
	Total RCI Capital Improvement	1,913,674	3,302,779	1,318,320	4,430,566	3,112,246	236.1%
	TOTAL ROAD & BRIDGE REVENUES	**5,431,506**	**5,767,924**	**3,846,164**	**6,973,498**	**3,127,334**	**81.3%**

PUBLIC WORKS AND ROAD & BRIDGE (ADMINISTRATION)

Description

The Public Works Division is made up of a team of dedicated, hard working employees that provide quality Public Works services to the citizens of Archuleta County. The department oversees and supports the County Engineer, Road Capital Improvement Fund, Road and Bridge, Weed and Pest, Solid Waste, Transportation, and the Fleet Department. The team is made up of a part time Engineer Technician, Permit Technician, Administrative Assistant, and a Public Works Director. The Public Works Director provides leadership and direction to each of the departments under the Public Works Division and serves as County Engineer.

Core Services

- Manage Road Capital Improvement Projects.
- Support Road and Bridge operations and maintenance.
- Develop policy in regards to Road and Bridge Maintenance activities.
- Provide leadership and direction to the Division Departments.

2013 Accomplishments

- Updated the 5-Year Road Plan 100%
- Oversaw the design and construction for repaving Piedra Road
- Completed the 2013 Road Maintenance program.
- Continued to serve on the USDA San Juan Resource Advisory Committee
- Oversaw the design of Rio Blanco Bridge

2014 Goals 100%

- Implement the 2014 Road Maintenance program.
- Continue to serve on USDA San Juan Resource Advisory Committee.
- Complete construction of the Rio Blanco Bridge
- Pursue additional grant opportunities (Only grant opportunities with zero matching funds will be pursued)
- Pursue abandonment of a portion of CR 700A Right-of-Way at Hwy 160
- Update the 5 year road plan

Key Performance Measures 0%

- Update the 5-Year Road Plan.
- Explore potential grants to allow implementation of road and bridge construction on an annual basis provided no matching funds are required.
- Complete all construction projects on time and within approved budget.

0%

0%

100%

ROAD & BRIDGE (ADMINISTRATION) - 4311

	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES						
201-3.4311.3111 Property Tax	$ 709,286	$ 714,891	$ 885,158	$ 790,522	$ (94,636)	-10.7%
201-3.4311.3112 Delinquent Tax	1,769	6,819	2,510	2,000	(510)	-20.3%
201-3.4311.3113 Senior Exemption Propert	614	339	11,312	-	(11,312)	-100.0%
201-3.4311.3115 Abatement	(7,909)	(7,698)	(2,341)	(2,500)	(159)	6.8%
201-3.4311.3120 Specific Ownership Tax	42,291	42,554	71,827	60,000	(11,827)	-16.5%
201-3.4311.3191 Current Tax Interest	9,450	2,980	3,696	3,000	(696)	-18.8%
201-3.4311.3195 Del Tax- Penalties & Int	468	960	-	-	-	0.0%
201-3.4311.3221 Road Cut & Driveway Perm	12,675	15,125	23,025	14,000	(9,025)	-39.2%
201-3.4311.3331 Forest Reserve Act	38,668	-	34,230	-	(34,230)	-100.0%
201-3.4311.3354 HUTF Highway User Tax	1,559,829	1,581,902	1,387,778	1,552,410	164,632	11.9%
201-3.4311.3355 Motor Vehicle Licenses	57,462	50,065	58,330	55,000	(3,330)	-5.7%
201-3.0000.4550 CCOERA Fortfeiture	-	1,502	-	-	-	0.0%
201-3.4311.4550 CCOERA Fortfieture	2,011	-	144	-	(144)	0.0%
201-3.4311.4570 Refund of Expenditures	253	-	-	-	-	0.0%
TOTAL REVENUES	**2,426,867**	**2,409,439**	**2,475,669**	**2,474,432**	(1,237)	0.0%
EXPENDITURES						
SALARIES & WAGES:						
FTEs	***4.65***	***4.65***	***4.65***	***3.65***	(1)	-21.5%
201-4.4311.1101 201-4.4311.1101 Wages - Regular	224,806	221,107	215,828	167,791	(48,037)	-22.3%
201-4.4311.1102 201-4.4311.1102 Wages - OT	-	430	-	-	-	0.0%
Total Salaries & Wages Cost	224,806	221,537	215,828	167,791	(48,037)	-22.3%
BENEFITS:						
201-4.4311.1201 FICA/Medicare	16,175	16,066	16,331	12,836	(3,495)	-21.4%
201-4.4311.1202 Retirement Plan	8,918	8,911	9,018	6,712	(2,306)	-25.6%
201-4.4311.1203 Workman's Comp	743	11,682	11,981	6,975	(5,006)	-41.8%
201-4.4311.1204 Unemployment Insurance	754	749	228	503	275	120.6%
201-4.4311.1205 Medical / Dental Insuran	25,140	26,180	26,218	19,513	(6,705)	-25.6%
Total Benefits Costs	51,730	63,588	63,776	46,539	(17,237)	-27.0%
TOTAL PERSONNEL COSTS	**276,536**	**285,125**	**279,604**	**214,330**	(65,274)	-23.3%
OPERATIONS:						
201-4.4311.3208 Prof Service - Mill Creek	-	-	-	-	-	0.0%
201-4.4311.3209 Other Professional Servi	11,244	9,821	17,239	10,000	(7,239)	-42.0%
201-4.4311.4110 Water & Sewer Services	710	973	1,239	700	(539)	-43.5%
201-4.4311.4112 Electric	7,416	6,498	6,302	5,000	(1,302)	-20.7%
201-4.4311.4113 Gas	3,351	3,695	2,898	4,000	1,102	38.0%
201-4.4311.4301 Buildings/Structures-R&M	-	815	120	800	680	566.7%
201-4.4311.4307 Software Maintenance	-	1,932	-	-	-	0.0%
201-4.4311.4416 Other Rents / Leases	-	-	-	-	-	0.0%
201-4.4311.4417 Software Agreements	2,591	4,299	-	-	-	0.0%
201-4.4311.5201 General Liability	76,926	84,420	135,981	127,223	(8,758)	-6.4%
201-4.4311.5302 Postage	248	172	115	150	35	30.4%
201-4.4311.5303 Telephone	7,370	6,851	6,010	7,000	990	16.5%
201-4.4311.5305 Shipping & Freight	-	-	-	-	-	0.0%
201-4.4311.5401 Advertising/Publishing	-	52	58	100	42	72.4%
201-4.4311.5803 Training & Education	4,539	4,334	920	2,500	1,580	171.7%
201-4.4311.5804 Travel Costs	-	202	75	400	325	433.3%
201-4.4311.5910 Treasurer's Fees	39,675	133,422	26,677	44,883	18,206	68.2%
201-4.4311.6117 Janitorial	488	265	292	350	58	19.9%
201-4.4311.6119 Medical Costs/Immunizati	632	51	369	800	431	116.8%
201-4.4311.6121 Office Supplies	1,199	700	528	500	(28)	-5.3%
201-4.4311.6124 Small Tools & Equipment	192	415	412	300	(112)	-27.2%
201-4.4311.6322 GF Admin Fees	68,179	142,837	164,102	164,973	871	0.5%

	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
201-4.4311.6405 Dues & Subscriptions	743	643	304	600	296	97.4%
201-4.4311.6605 Title III FireWise Projects	-	-	76,046	76,045	(1)	0.0%
201-4.4311.6608 Title III Upper San Juan Watershed	-	-	9,208	9,207	(1)	0.0%
201-4.4311.6850 Town Allocation R&B Mill	237,358	160,140	76,270	68,461	(7,809)	-10.2%
201-4.4311.7055 Misc Expenditures	87	-	-	-	-	
201-4.4311.7411 Computer Equipment			684			
201-4.4311.7431 Furniture & Fixtures	-	-	-	-	-	0.0%
201-4.4311.8250 Legal Costs	-	-	-	-	-	0.0%
Total Operations Costs	462,948	562,537	525,849	523,992	(1,857)	-0.4%
TOTAL EXPENDITURES	**739,484**	**847,662**	**805,453**	**738,322**	**(67,131)**	**-8.3%**
REVENUE OVER/(UNDER) EXPENDITURES	**1,687,383**	**1,561,777**	**1,670,216**	**1,736,110**	65,894	3.9%

ROAD AND BRIDGE (MAINTENANCE)

Description

The Road and Bridge Department is part of the Public Works Division and reports directly to the Public Works Director. The Department is made up of Equipment Operators, Road Foremen, Road and Bridge Superintendent, and an Administrative Assistant.

Core Services

- The Road and Bridge Department is responsible for maintaining County roads, bridges, culverts, and traffic signs. The Department also implements road reconstruction and repair.
- Recommending and managing the Road and Bridge Maintenance Budget.
- Provides equipment and operators to support emergency response operations.
- Observes and follows the "Road and Bridge Design Standards and Construction Specifications".

2013 Accomplishments

- Applied Magnesium Chloride to approximately 93 miles of County roads and 9 miles of Forest Service roads.
    - Magnesium Chloride resident purchase program increase to 17 agreements. Residents purchased the Mag for their selected road and Road and Bridge crews prepared and applied Mag to their section of road.
- Gravel was added to 2.7 miles of C.R. 700 identified from the 5 Year Road Plan. Approximately 6,600 tons of gravel was added, multiple culverts were replaced, and drainages were re-established. 100%
- Gravel was added to 1.5 miles of C.R. 326. Gravel source was provided by the Forest Service from the Left Hand Canyon pit site.
- Gravel was added to 1.3 miles of C.R. 302 with funds received from Title II monies.
- Failed Culverts were replaced on C.R. 302, Trails Blvd., and Spring Ct. 100%
- Continued excellent snow removal service for the public.
- Paint striping was completed on approximately 40 miles of County roads.
- Snow removal continued with a high level of service.
- Staff attended training assisting them in keeping updated with changes in our industry.

2014 Goals

- Continue Magnesium Chloride Application.
- Conduct drainage maintenance on County Roads, cleaning bar ditches, drainages, culverts, etc.
- Conduct annual maintenance on County Roads, blade maintenance, pothole patching, culvert repairs, etc. 0%
- Conduct annual paint striping.
- Continue Schedule A maintenance of Forest Service roads.
- Maintain our high level of service of Snow Removal. All primary and secondary roads will have an initial pass within 24 hours.

0%

0%

100%

Key Performance Measures

- Provide citizens with a response, within 48 hours, and provide them with the information needed to insure that their inquiries and/or complaints are addressed.
- Grade and plow all County roads at least once each fiscal year.
- Snow removal on all primary and secondary roads will be completed within 24 hours.
- Respond to all emergency situations within two hours of notification.

MAINTENANCE - 4312

		2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES							
201-3.4312.5540	Contributions for Projec	$ 28,403	$ 31,415	$ -	$ 16,000	$ 16,000	100.0%
201-3.4312.5550	Misc Revenue & Refunds	(1,149)	80	26,871	-	(26,871)	-100.0%
201-3.4312.9050	Sale of Inventory Items	662	-	-	-	-	0.0%
201-3.4318.3313	Fed Grant- USDA Forest S	-	23,861	24,482	27,500	3,018	12.3%
201-3.4312.3332	Forest Service Title II	95,869	-	-	25,000	25,000	100.0%
	TOTAL REVENUES	**123,785**	**55,356**	**51,353**	**68,500**	17,147	33.4%
EXPENDITURES							
SALARIES & WAGES:							
FTEs		***15.50***	***15.50***	***15.50***	***16.00***	1	3.2%
201-4.4312.1101	Wages - Regular	571,990	566,713	552,889	620,345	67,456	12.2%
201-4.4312.1102	Wages - OT	18,818	11,409	13,903	30,000	16,097	115.8%
201-4.4312.1103	Wages - Part Time	-	-	-	-	-	0.0%
201-4.4312.1120	Wages- On Call	7,550	5,400	6,950	6,900	(50)	-0.7%
	Total Salaries & Wages Cost	598,358	583,522	573,742	657,245	83,503	127.3%
BENEFITS:							
201-4.4312.1201	FICA/Medicare	42,845	41,477	42,089	50,279	8,190	19.5%
201-4.4312.1202	Retirement Plan	23,846	23,394	23,935	26,290	2,355	9.8%
201-4.4312.1203	Workman's Comp	47,255	47,100	48,308	44,298	(4,010)	-8.3%
201-4.4312.1204	Unemployment Insurance	1,756	1,749	558	1,972	1,414	253.4%
201-4.4312.1205	Medical / Dental Insurance	72,525	83,221	104,522	133,943	29,421	28.1%
	Total Benefits Costs	188,227	196,941	219,412	256,782	37,370	17.0%
	TOTAL PERSONNEL COSTS	**786,585**	**780,463**	**793,154**	**914,027**	120,873	15.2%
OPERATIONS:							
201-4.4312.3202	Architectural / Engineer	-	-	-	-	-	0.0%
201-4.4312.3209	Other Professional Servi	2,206	1,449	587	1,000	413	70.4%
201-4.4312.4112	Electric	523	493	318	500	182	57.2%
201-4.4312.4113	Propane Arboles	3,565	1,921	2,581	4,000	1,419	55.0%
201-4.4312.4115	Water	-	-	-	200	200	100.0%
201-4.4312.4301	Other Maintenance & Repa	-	-	-	500	500	100.0%
201-4.4312.4305	Building Maintenance	214	1,150	794	1,500	706	88.9%
201-4.4312.4415	Machinery/Equipment/Vehi	565	-	-	-	-	0.0%
201-4.4312.4420	Rental-Equipment	12,118	-	-	-	-	0.0%
201-4.4312.5303	Telephone	2,781	2,617	1,355	2,200	845	62.4%
201-4.4312.5304	Other Communications	12,324	2,675	4,286	4,500	214	5.0%
201-4.4312.6121	Office Supplies	-	-	-	-	-	0.0%
201-4.4312.6124	Small Tools & Equipment	5,705	6,193	6,019	6,000	(19)	-0.3%
201-4.4312.6125	Uniforms	7,260	6,717	6,001	7,000	999	16.6%
201-4.4312.6251	Purchased Fuel	-	32	-	-	-	0.0%
201-4.4312.6262	Vehicle Care Outside of Fleet	-	128	18,178	-	(18,178)	-100.0%
201-4.4312.6265	Paint	-	15,773	20,220	34,000	13,780	68.2%
201-4.4312.6266	Street Maintenance Mater	117,054	187,990	224,272	250,000	25,728	11.5%
201-4.4312.6267	Other Repair & Maintenan	4,817	5,393	4,159	5,000	841	20.2%
201-4.4312.6280	Mill Creek Gravel Title	-	-	28,655	25,000	(3,655)	0.0%
201-4.4312.6361	Fuel	169,281	262,466	266,803	270,000	3,197	1.2%
201-4.4312.6364	Fleet Charges	395,242	658,858	506,178	750,000	243,822	48.2%
201-4.4312.6401	Advertising / Publishing	176	58	-	300	300	100.0%
201-4.4312.6407	Inventory Items	30,493	-	-	-	-	0.0%
201-4.4312.6410	Permits and Fees	646	646	467	-	(467)	-100.0%
201-4.4318.6602	Labor-haul/place materia	-	-	-	-	-	0.0%
201-4.4318.6603	Equipment-haul/place mat	-	-	-	-	-	0.0%
201-4.4318.6604	Material-MAG	-	-	-	-	-	0.0%

		2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
201-4.4318.6605	Material-3/4" minus grav	-	-	-	-	-	0.0%
201-4.4318.6606	Contract Administration	-	-	-	-	-	0.0%
201-4.4500.7252	Roads-Unpaved, from Well	-	-	-	-	-	0.0%
	Total Operations Costs	764,970	1,154,559	1,090,873	1,361,700	270,827	24.8%
CAPITAL OUTLAY							
201-4.4312.8505	Capital Outlay - Vehicle	-	53,079	-	-	-	0.0%
	Total Capital Outlay	-	53,079	-	-	-	0.0%
	TOTAL EXPENDITURES	**1,551,555**	**1,988,101**	**1,884,027**	**2,275,727**	391,700	20.8%
	REVENUE OVER/(UNDER) EXPENDITURES	**(1,427,770)**	**(1,932,745)**	**(1,832,674)**	**(2,207,227)**	(374,553)	20.4%

1A FUNDING - 5216

	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES						
201-3.5216.311 Property Tax	$ 968,616	$ -	$ 793	$ -	$ (793)	0.0%
201-3.5216.311 Delinquent Tax	2,124	1,275	-	-	-	0.0%
201-3.5216.311 Abatements	(3,802)	(1,692)	(40)	-	40	-100.0%
201-3.5216.319 Current Tax Interest	8	-	-	-	-	0.0%
201-3.5216.319 Delinquent Tax Interest	234	767	69	-	(69)	-100.0%
201-3.5216.333 Payment in Lieu of Taxes	-	-	-	-	-	0.0%
TOTAL REVENUES	**967,180**	**350**	**822**	**-**	(822)	-100.0%
EXPENDITURES						
OPERATIONS:						
201-4.5216.441 Rents - Machine/Equip/Ve	9,510	-	4,490	-	(4,490)	0.0%
201-4.5216.591 Treasurer Fees	6,786	17	24	-	(24)	-100.0%
201-4.5216.626 Street Maintenance Mater	502,899	157,423	-	-	-	0.0%
201-4.5216.627 Roads - Unpaved	601,051	-	-	-	-	0.0%
TOTAL OPERATIONS	**1,120,246**	**157,440**	**4,514**	**-**	(4,514)	-100.0%
TOTAL EXPENDITURES	**1,120,246**	**157,440**	**4,514**	**-**	(4,514)	-100.0%
REVENUE OVER/(UNDER) EXPENDITURES	**(153,066)**	**(157,090)**	**(3,692)**	**-**	3,692	-100.0%

ROAD CAPITAL IMPROVEMENT - 60XX

		2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES							
201-3.6000.319	Sales Tax	$ 1,583,408	$ 1,585,375	$ 1,391,127	$ 1,649,651	258,524	18.6%
201-3.6000.395	Miscellaneous	1	-	2,506	-	(2,506)	-100.0%
201-3.6000.334	State Grant Capital West Cat	96,121	446,067	-	-	0	0.0%
201-3.6020.334	State Grant Capital - Ju	36,151	-	-	-	0	0.0%
201-3.6040.331	Piedra Road Grant	-	-	-	2,048,915	2,048,915	100.0%
201-3.6040.331	Fed Grant-USDA Forest Se	-	-	-	-	0	200.0%
201-3.6050.331	USFS Grant (Grave, CR302)	-	42,848	24,075	-	(24,075)	-100.0%
201-3.6060.331	SJRV Harebell Bridge	7,639	221,463	379,956	-	(379,956)	300.0%
201-3.6060.331	CDOT Harebell (CFDA # 20	190,354	883,394	(479,344)	-	479,344	-100.0%
201-3.6070.331	CDOT Rio Blanco Bridge	-	123,632	-	732,000	732,000	400.0%
	TOTAL REVENUES	**1,913,674**	**3,302,779**	**1,318,320**	**4,430,566**	3,112,246	236.1%
EXPENDITURES							
OPERATIONS:							
201-4.6000.591	Treasurer Fees	97,334	-	83,468	49,490	(33,978)	-40.7%
201-4.6000.626	Street Maintenance Mater	-	-	-	-	0	0.0%
201-4.6000.627	Gravel	-	-	-	-	0	0.0%
201-4.6000.636	Fuel	15,822	-	-	-	0	0.0%
201-4.6000.636	Fleet Charges	93,081	-	-	-	0	0.0%
201-4.6000.701	Misc. Expenditures	-	-	-	48,715	48,715	0.0%
201-4.6000.720	West Cat Creek Bridge	120,151	752,669	89,716	-	(89,716)	100.0%
201-4.6000.720	Asphalt Preservtn-Chip/S	1,052,478	-	-	-	0	0.0%
201-4.6000.721	Culverts	18,571	-	-	-	0	0.0%
201-4.6000.721	Cloud Cap Road	-	-	91,059	-	(91,059)	0.0%
201-4.6000.721	Cat Creek/Pines Dr/Master Cir	-	-	47,447	-	(47,447)	0.0%
201-4.6000.725	RCI Projects	-	-	-	200,000	200,000	0.0%
201-4.6020.320	Juanita Bridge Architect/Engineering	-	-	-	-	0	100.0%
201-4.6020.725	Juanita Bridge	-	-	-	-	0	0.0%
201-4.6030.320	Handicap Aspen Glow Architect/Engi	-	-	-	-	0	0.0%
201-4.6030.725	Handicap Aspen Glow Road Construc	-	-	-	-	0	0.0%
201-4.6040.320	Piedra Rd Arch/Engineering Service	-	12,420	256,193	46,207	(209,986)	0.0%
201-4.6040.320	Piedra DCR Update	10,000	20,006	-	-	0	0.0%
201-4.6040.661	Piedra Road Construction	-	-	1,451,085	2,048,915	597,830	100.0%
201-4.6050.320	Other Professional Services	166,508	-	-	15,000	15,000	100.0%
201-4.6050.620	5 Year Plan Mag Chloride	-	209,101	257,990	285,000	27,010	10.5%
201-4.6050.627	5 Year Plan Gravel	-	244,715	-	-	0	0.0%
201-4.6060.725	Harebell Bridge SJRV	197,993	1,107,315	48,789	-	(48,789)	-100.0%
201-4.6070.725	Rio Blanco Bridge	-	154,540	59,312	978,210	918,898	0.0%
	Total Operations Costs	1,771,938	2,500,766	2,385,059	3,671,537	1,286,478	100.0%
CAPITAL OUTLAY							
201-4.6000.851	Road Machinery & Equipme	129,170	-	-	45,000	45,000	100.0%
201-4.6000.851	Capital Outlay - Machine	23,335	508,041	-	-	0	0.0%
	Total Capital Outlay	152,505	508,041	-	45,000	45,000	100.0%

ROAD CAPITAL IMPROVEMENT - 60XX

	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
DEBT SERVICES						
201-4.6000.920(Principal	349,192	401,042	277,322	336,125	58,803	21.2%
201-4.6000.920! Capital Lease	-	20,962	5,242	-	(5,242)	0.0%
201-4.6000.920: Interest	84,912	12,100	150,322	91,519	(58,803)	-39.1%
201-4.6000.920; Debt Issuance Cost	-	4,765	-	-		
Total Debt Services	434,104	438,869	432,886	427,644	(5,242)	0.0%
TOTAL EXPENDITURES	**2,358,547**	**3,447,676**	**2,817,945**	**4,144,181**	1,326,236	47.1%
REVENUE OVER/(UNDER) EXPENDITURES	**(444,873)**	**(144,897)**	**(1,499,625)**	**286,385**	1,786,010	-119.1%

ARCHULETA COUNTY
COMPARATIVE BUDGET CHANGES 2011-2014
HUMAN SERVICES FUND SUMMARY BY DEPARTMENT

DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 PROPOSED BUDGET	Inc/(Dec) Projected 2013 to Proposed 2014	% Inc /-Dec Projected 2013 to Proposed 2014
REVENUES:						
Property Tax	294,350	296,997	297,457	263,508	(33,949)	-11.4%
Specific Ownership Tax	16,407	25,992	18,900	18,900	-	0.0%
Intergovernmental	3,531,735	3,652,323	3,726,613	3,900,539	173,926	4.7%
Miscellaneous & Interest	(36,106)	(4,449)	420	13,949	13,529	3221.2%
TOTAL REVENUES	**3,806,386**	**3,970,863**	**4,043,390**	**4,196,896**	153,506	3.8%
OPERATING EXPENDITURES:						
Administration	221,602	250,599	223,633	91,211	(132,422)	-59.2%
Aid to Needy/Disabled	34,382	24,824	25,250	25,250	-	0.0%
Child Care	132,762	89,218	167,849	163,494	(4,355)	-2.6%
Child Support Enforcement	90,314	106,112	109,089	159,938	50,849	46.6%
Child Welfare 100%	102,880	54,995	56,919	72,853	15,934	28.0%
Child Welfare 80/20	271,232	403,508	370,781	473,661	102,880	27.7%
Child Welfare Related Child Care	-	8,123	5,000	8,123	3,123	62.5%
Colorado Works - Admin	225,604	253,240	300,504	329,833	29,329	9.8%
Core Services 80/20	60,591	8,325	55,357	64,837	9,480	17.1%
Core Services Other FICF	114,742	121,215	96,964	186,739	89,775	92.6%
Core Services Special Econ	27	1,574	1,225	1,203	(22)	-1.8%
CW CHRP Allocation	-	22,823	12,628	12,628	-	0.0%
CW Out of Home	120,413	100,257	203,722	184,289	(19,433)	-9.5%
CW Residential Mental Health	-	(120)	5,000	17,535	12,535	250.7%
CW Subadoption	29,197	36,913	40,000	35,000	(5,000)	-12.5%
Employment First 100	36,447	41,550	44,808	44,808	-	0.0%
Excess Parental	-	2,208	-	2,000	2,000	0.0%
Fatherhood Initiative	149,594	295,779	432,688	442,291	9,603	2.2%
Food Assistance Benefits	1,729,752	1,769,194	1,480,000	1,480,000	-	0.0%
General Assistance	2,131	14,914	19,500	19,500	-	0.0%
LEAP	242,803	174,705	249,784	243,721	(6,063)	-2.4%
Medical Transportation	37,315	33,707	35,000	35,000	-	0.0%
Old Age Pension	63,269	89,969	73,560	73,560	-	0.0%
PSSF - Title IV-B	17,789	18,319	21,376	21,818	442	2.1%
TANF	-	-	-	-	-	0.0%
TOTAL EXPENDITURES	**3,682,846**	**3,921,951**	**4,030,637**	**4,189,292**	158,655	3.9%
Revenues Over/(Under) Expenditures	123,540	48,912	12,753	7,604	(5,149)	-40.4%
BEGINNING FUND BALANCE	**193,810**	**317,350**	**366,262**	**379,015**	12,753	3.5%
ENDING FUND BALANCE:						
Restricted TABOR Reserve	107,399	116,009	119,212	123,493	4,282	3.6%
Committed for Working Capital	596,661	644,493	662,286	686,073	23,787	3.6%
Assigned	(386,710)	(394,239)	(402,483)	(422,947)	(20,464)	5.1%
ENDING FUND BALANCE	**$ 317,350**	**$ 366,262**	**$ 379,015**	**$ 386,619**	7,604	2.0%

ARCHULETA COUNTY
COMPARATIVE BUDGET CHANGES 2011-2014
HUMAN SERVICES FUND SUMMARY REVENUES

A/C NO.	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 PROPOSED BUDGET	Inc/(Dec) Projected 2013 to Proposed 2014	% Inc /-Dec Projected 2013 to Proposed 2014
3.0000.3111	Property Tax	293,832	295,916	297,457	263,508	(33,949)	-11.41%
3.0000.3112	Delinquent Tax	710	1,545	-	-	-	0.00%
3.0000.3113	Senior Exemption Proper	108	140	-	-	-	0.00%
3.0000.3115	Abatements	(2,112)	(2,082)	-	-	-	0.00%
3.0000.3120	Specific Ownership Tax	16,407	25,992	18,900	18,900	-	0.00%
3.0000.3191	Current Tax Interest	1,664	1,233	-	-	-	0.00%
3.0000.3195	Del Tax - Penalties & I	148	245	-	-	-	0.00%
	Subtotal - Taxes	310,757	322,989	316,357	282,408	(33,949)	-10.73%
	INTERGOVERNMENTAL						
3.0000.3347	Human Services Revenue	3,714	-	-	-	-	0.00%
3.0000.3355	Motor Vehicle Fee Income	-	8,261	-	-	-	0.00%
3.1205.3347	HS Revenue	-	1,135	-	737	737	0.00%
3.1205.3399	EBT Revenue	-	5,763	-	5,763	5,763	0.00%
3.1210.3347	Child Welfare -80/20	304,038	318,554	399,444	283,212	(116,232)	-29.10%
3.1220.3347	HS Revenue -Child Welfa	92,124	54,800	54,438	54,438	-	0.00%
3.1232.3347	HS Revenue	-	(913)	-	14,028	14,028	0.00%
3.1235.3347	HS Revenue	-	-	-	-	-	0.00%
3.1235.3399	EBT Revenue	-	77,423	-	143,518	143,518	0.00%
3.1240.3347	HS Revenue	-	-	-	10,102	10,102	0.00%
3.1250.3347	HS Revenue	-	2,532	-	-	-	0.00%
3.1250.3399	EBT Revenue	-	26,998	-	28,000	28,000	0.00%
3.1590.3951	Excess Parental Fee Revenue	-	8,562	-	2,000	2,000	0.00%
3.1799.3347	HS Revenue Core Service	35,699	3,852	44,286	46,270	1,984	4.48%
3.1799.3399	Core Services EBT Revenue	-	3,763	-	-	-	0.00%
3.1800.3347	HS Revenue -Core Servic	119,848	47,965	95,988	115,739	19,751	20.58%
3.1800.3399	EBT Revenue	-	73,578	-	71,000	71,000	0.00%
3.1854.3347	HS Revenue - Core Svs S	-	1,200	1,225	1,203	(22)	-1.80%
3.2300.3347	HS Revenue - Child Care	345,781	20,761	140,990	12,237	(128,753)	-91.32%
3.2300.3399	EBT Revenue	-	46,083	-	126,378	126,378	0.00%
3.2700.3348	PSSF Flex Fund Revenue	40	14,321	-	-	-	0.00%
3.2700.3347	PSSF Revenue	-	6,025	21,267	22,565	1,298	6.10%
3.4010.3347	Human Services Revenue	-	51,140	-	44,123	44,123	0.00%
3.4050.3347	Human Services Revenue	63,259	5,879	67,900	67,900	-	0.00%
3.4050.3399	EBT Revenue	-	84,730	-	-	-	0.00%
3.4200.3347	Colorado Works Earned R	173,642	89,971	212,726	251,219	38,493	18.10%
3.4200.3399	EBT Revenue	-	125,597	-	-	-	0.00%
3.4200.3950	Refunds & Other	-	91	-	-	-	0.00%
3.4458.3347	Fatherhood Grant	155,031	281,072	432,320	442,291	9,971	2.31%
3.4861.3347	Human Services Revenue	27,506	6,962	20,200	-	(20,200)	-100.00%
3.4861.3399	EBT Revenue	-	19,578	-	20,200	20,200	0.00%
3.5100.3347	HS Revenue - Leap Admin	2,713	116,165	249,322	243,721	(5,601)	-2.25%
3.5100.3399	EBT Revenue	-	58,462	-	11,985	11,985	0.00%

A/C NO.	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 PROPOSED BUDGET	Inc/(Dec) Projected 2013 to Proposed 2014	% Inc /-Dec Projected 2013 to Proposed 2014
3.6001.3347	Supplemental Nutrition	1,729,752	880,886	1,480,000	1,480,000	-	0.00%
3.6001.3399	EBT Revenue	-	885,308	-	-	-	0.00%
3.6001.3950	Food Asst. Refunds	-	(374)	-	-	-	0.00%
3.6150.3361	FStamps Job Search/ Emp	5,246	5,379	-	-	-	0.00%
3.6150.3347	HS Revenue - Emp First	28,566	37,888	38,136	38,297	161	0.42%
3.7000.3390	Fed Revenue - Indirect	-	33,217	46,686	48,853	2,167	4.64%
3.7000.3347	HS Revenue - Admin	330,835	112,831	303,010	144,768	(158,242)	-52.22%
3.8000.3349	Child Support ACSES MM6	-	-	-	-	-	0.00%
3.8000.3347	IV-D Admin	66,330	80,235	71,175	109,992	38,817	54.54%
3.8500.3950	TANF/IVD Retained	-	6,896	-	7,000	7,000	0.00%
3.9435.3347	IV-D Human Services Rev	11,179	16,392	12,500	18,000	5,500	44.00%
3.9902.3347	Medicaid	36,432	33,355	35,000	35,000	-	0.00%
	Subtotal - Intergovernmental	3,531,735	3,652,323	3,726,613	3,900,539	173,926	4.67%
	MISCELLANEOUS						
3.0000.3950	CCOERA Forfeitures	3,854	3,952	-	-	-	0.00%
3.0000.9501	DHS Admin RMS Rev Adj	3,816	(6,868)	32,800	-	(32,800)	-100.00%
3.1210.3950	Misc Revenue & Refunds	(34,139)	1,245	-	(10,000)	(10,000)	0.00%
3.1210.9501	Chld Wlfr RMS Rev Adj @	102,972	-	108,720	-	(108,720)	-100.00%
3.1220.9501	Chld Wlfr RMS Rev Adj @	1,236	-	1,560	-	(1,560)	-100.00%
3.1235.3950	Misc Revenue & Refunds	-	(13,395)	-	(10,000)	(10,000)	0.00%
3.2300.9501	Chld Care RMS Rev Adj @	7,606	-	5,920	-	(5,920)	-100.00%
3.4050.9501	OAP RMS Rev Adj @ 100%	-	(669)	5,660	-	(5,660)	-100.00%
3.4200.9501	CO Works RMS Rev Adj @	33,889	-	36,800	33,949	(2,851)	-7.75%
3.4861.3950	Misc Revenue & Refunds	-	345	-	-	-	0.00%
3.7000.9501	DHS Admin RMS Rev Adj @	(153,596)	-	(191,040)	-	191,040	-100.00%
3.7000.3950	Misc Revenue & Refunds	(449)	11,360	-	-	-	0.00%
3.8000.3950	Misc Revenue & Refunds	(1,295)	(419)	-	-	-	0.00%
	Subtotal - Miscellaneous	(36,106)	(4,449)	420	13,949	13,529	3221.19%
	Total DHS Fund Revenue	**3,806,386**	**3,970,863**	**4,043,390**	**4,196,896**	153,506	3.80%

DEPARTMENT OF HUMAN SERVICES

Mission

Archuleta County Department of Human Services is entrusted with responsibilities of providing human services to those who are in need and are eligible for those services within the parameters of Federal, State and County regulations and funding provided by the Federal Government, State of Colorado Human Services and Archuleta County. All County Department of Human Services employees are responsible for compliance and internal controls and play a key role in assuring that high standards of business and ethical practices permeate throughout the activities surrounding the use of resources.

Description

The Department of Human Services plans, directs and implements human services programs for Archuleta County as approved by the Board of County Commissioners and the County Administrator, in accordance with established laws, state statute, rules and regulations.

Core Services

- Develops and administers human services program in accordance with established local, state and federal laws and regulations.
- Evaluates and monitors programs and client services to ensure efficient and effective operations and program outcomes.
- Collects statistical data and prepares reports in compliance with County, State, Federal and grant requirements.
- Responds to and resolves difficult and sensitive public and client inquiries and complaints.
- Performs child support functions in accordance with the approved State Plan and all relevant Federal and State legislation and regulations.
- Performs child protection services pursuant to Colorado State Statute 19-1-101 through 19-6-106 also known as the Children's code.
- Performs services in accordance with adult protection state statute regulation regarding mistreatment, self neglect and protective services for at risk adults.

2013 Accomplishments

- Operated all DHS programs within State Allocation for SFY 2013/2014
- Child Support Unit performance goals exceeded the State's Compliance/Performance goals in two of the four goals and have made steady improvements in the other two Compliance/Performance goals.
- All LEAP applications were processed timely and efficiently.
- Implemented a Nutrition and Budgeting program – Food Matters program.
- Exceeded federal timeframes for processing on-going and Re-determination Supplemental Nutrition Assistance Program (SNAP) application.
- Exceeded federal timeframes for processing Colorado Works applications
- Successfully implemented the Adult Without Children, Adult with Disabilities and Adult Buy-In Medicaid programs.
- Successfully fulfilled the Pathways to Responsible Fatherhood second year grant requirements – 74 fathers completed at least one of the four components of the program.
- In the last eight months the Deputy Attorney has made 223 court appearances - a 42% increase from last year. Court appearances include child welfare, child support and adult protection cases.

2014 Goals

- Provide all necessary support necessary to reassure DHS accounting is accomplished correctly and timely.
- Review two cases per Child Support Tech monthly to ensure the child support unit is meeting federal guidelines.
- Provide necessary support to the Income Maintenance Unit to ensure the Affordable Care Act for Families and Adults are successfully implemented.
- Continue to make improvements in the yearly Administrative Review Division/Out-of-Home/In-Home Foster Care/Core Services audits.
- Monitor the quarterly Employment First reports to ensure the Employment First Case Manager has found employment for ten-twelve Employment First clients – this will ensure Archuleta County receives $16,000.00 in Enhance Funding.
- Ensure monthly reviews for Colorado Works, Supplemental Nutrition Assistance Program, Medicaid, Child Care Assistance, and Child Support occur in a timely manner.
- License three new foster homes and retain the three new homes and the three current foster homes.
- Provide a rotating parenting class to parents involved in child protection.
- Ensure compliance with child welfare timeframes in the Court system.
- Improve child welfare court report forms to include all necessary statutory findings and information relevant to the court.
- Explore more mediation-type negotiations with Respondent Parent Counsel.

Key Performance Measures

- Assure that all staff required certifications are achieved by July 2014.
- Develop and implement a community outreach program to increase and improve community knowledge, support and confidence in the Department of Human Services by 2014.
- Mitigate all concerns documented in the State Child Welfare audit by January 2014.
- Improve Safety Assessment Accuracy by 50%, Caregiver Contact by 50%, Ninety day reviews by 50%, and parental visitation(s) by 60% by July 2014.
- Increase the number of foster homes, for out-of-home placements, by 20% by 2015.

DHS - ADMINISTRATION - 7000

	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES						
202-3.**4010**.3347 HS Revenue - Admin	$ -	$ 51,140	$ -	$ 44,123	44,123	0.00%
202-3.7000.3347 HS Revenue - Admin	330,835	112,831	303,010	144,768	(158,242)	-52.22%
202-3.7000.3390 Fed Revenue - Indirect A	-	33,217	46,686	48,853	2,167	4.64%
202-3.7000.3950 Misc Revenue & Refunds	(449)	11,360	-	-	-	0.00%
202-3.7000.9501 DHS Admin RMS Rev Adj	(153,596)	-	(191,040)	-	191,040	-100.00%
TOTAL REVENUES	**176,790**	**208,548**	**158,656**	**237,744**	79,088	49.85%
EXPENDITURES						
SALARIES & WAGES:						
FTEs	***5.50***	***3.09***	***3.22***	***2.82***	(0.4)	-12.42%
202-4.**4010**.1101 Wages - Regular	78,327	67,830	36,779	37,515	736	2.00%
202-4.7000.1101 Wages - Regular	150,065	155,989	151,655	82,928	(68,727)	-45.32%
Total Salaries & Wages Cost	**228,392**	**223,819**	**188,434**	**120,443**	(67,991)	-36.08%
BENEFITS:						
202-4.**4010**.1201 FICA/Medicare	5,479	4,685	2,814	2,870	56	1.99%
202-4.7000.1201 FICA/Medicare	10,338	10,762	11,602	6,344	(5,258)	-45.32%
202-4.**4010**.1202 Retirement Plan	3,133	2,813	1,471	1,501	30	2.04%
202-4.7000.1202 Retirement Plan	5,993	6,240	6,066	3,317	(2,749)	-45.32%
202-4.**4010**.1203 Workman's Comp	-	830	702	717	15	2.14%
202-4.7000.1203 Workman's Comp	988	1,288	741	705	(36)	-4.86%
202-4.**4010**.1204 Unemployment Insurance	284	223	110	113	3	2.73%
202-4.7000.1204 Unemployment Insurance	287	421	455	249	(206)	-45.27%
202-4.**4010**.1205 Medical / Dental Insuran	12,875	12,377	7,325	12,439	5,114	69.82%
202-4.7000.1205 Medical / Dental Insuran	24,971	26,031	35,364	17,880	(17,484)	-49.44%
Total Benefits Costs	**64,348**	**65,670**	**66,650**	**46,135**	(20,515)	-30.78%
Total Personnel Costs	**292,740**	**289,489**	**255,084**	**166,578**	(88,506)	-34.70%
OPERATIONS:						
202-4.7000.1910 Contract Payments	6,870	20,980	31,759	31,759	-	0.00%
202-4.7000.2110 Utilities	8,785	10,962	12,347	3,850	(8,497)	-68.82%
202-4.7000.2240 Auto Supplies & Service	689	-	2,803	1,938	(865)	-30.86%
202-4.7000.2255 Building Rent/Leases	29,648	39,260	39,843	9,800	(30,043)	-75.40%
202-4.7000.2510 Travel-Miles	5,034	4,028	7,575	2,849	(4,726)	-62.39%
202-4.7000.2820 Purchased Administrative Services	15,120	74,813	61,242	6,384	(54,858)	-89.58%
202-4.**4010**.3121 Office Supplies	-	(13,865)	-	-	-	0.00%
202-4.7000.3121 Office Supplies	-	(22,214)	-	-	-	0.00%
202-4.7000.4140 Dues, Memberships	750	1,605	750	750	-	0.00%
202-4.7000.4173 County Audit Fees	13,750	16,000	20,000	5,000	(15,000)	-75.00%
202-4.7000.4320 Office Furniture & Equipment	1,410	3,598	2,450	-	(2,450)	-100.00%
202-4.7000.6000 RMS Adjustment	(194,840)	(209,494)	(219,700)	(193,450)	26,250	-11.95%
202-4.7000.6322 Admin Fees	-	11,826	-	48,853	48,853	0.00%
202-4.7000.6361 Fuel Charges	-	2,701	-	2,500	2,500	0.00%
202-4.7000.6364 Fleet Charges	-	2,561	-	4,400	4,400	0.00%
202-4.7000.6500 EBT Adjustment	-	46	-	-	-	0.00%
Total Operations Costs	**(112,784)**	**(57,193)**	**(40,931)**	**(75,367)**	(34,436)	84.13%
TOTAL EXPENDITURES	**179,956**	**232,296**	**214,153**	**91,211**	(122,942)	-57.41%
REVENUE OVER/(UNDER) EXPENDITURES	**(3,166)**	**(23,748)**	**(55,497)**	**146,533**	202,030	-364.04%

DHS - AID TO NEEDED DISABLED - 4861

	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES						
202-3.4861.3347 Human Services Revenue	$ 27,506	$ 6,962	$ 20,200	$ -	(20,200)	-100.00%
202-3.4861.3399 EBT Revenue	-	19,578	-	20,200	20,200	0.00%
202-3.4861.3950 Misc Revenue & Refunds	-	345	-	-	-	0.00%
TOTAL REVENUES	**27,506**	**26,885**	**20,200**	**20,200**	-	0.00%
EXPENDITURES						
OPERATIONS:						
202-4.4861.6500 DHS EBT - County Share	34,382	24,824	25,250	25,250	-	0.00%
Total Operations Costs	**34,382**	**24,824**	**25,250**	**25,250**	-	0.00%
TOTAL EXPENDITURES	**34,382**	**24,824**	**25,250**	**25,250**	-	0.00%
REVENUE OVER/(UNDER) EXPENDITURES	**(6,876)**	**2,061**	**(5,050)**	**(5,050)**	-	0.00%

DHS - CHILD CARE - 2300

	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES						
202-3.2300.3347 HS Revenue - Child Care	$ 345,781	$ 20,761	$ 140,990	$ 12,237	(128,753)	-91.32%
202-3.2300.3399 EBT Revenue	-	46,083	-	126,378	126,378	0.00%
202-3.2300.9501 Chld Care RMS Rev Adj @	7,606	-	5,920	-	(5,920)	-100.00%
TOTAL REVENUES	**353,387**	**66,844**	**146,910**	**138,615**	(8,295)	-5.65%
EXPENDITURES						
SALARIES & WAGES:						
FTEs	***0***	***0***	***0***	***0***	-	0.00%
202-4.2300.1101 Wages - Regular	12,509	13,750	12,808	11,378	(1,430)	-11.16%
Total Salaries & Wages Cost	**12,509**	**13,750**	**12,808**	**11,378**	(1,430)	-11.16%
BENEFITS:						
202-4.2300.1201 FICA/Medicare	891	975	980	870	(110)	-11.22%
202-4.2300.1202 Retirement Plan	500	550	512	455	(57)	-11.13%
202-4.2300.1203 Workman's Comp	-	203	245	217	(28)	-11.43%
202-4.2300.1204 Unemployment Insurance	-	21	38	34	(4)	-10.53%
202-4.2300.1205 Medical / Dental Insuran	1,283	1,547	1,582	1,621	39	2.47%
Total Benefits Costs	**2,674**	**3,296**	**3,357**	**3,197**	(160)	-4.77%
Total Personnel Costs	**15,183**	**17,046**	**16,165**	**14,575**	(1,590)	-9.84%
OPERATIONS:					-	0.00%
202-4.2300.3121 Office Supplies	-	744	-	-	-	0.00%
202-4.2300.6000 RMS Adjustment	9,508	8,937	7,400	8,000	600	8.11%
202-4.2300.6500 County EBT	108,071	62,491	144,284	140,919	(3,365)	-2.33%
Total Operations Costs	**117,579**	**72,172**	**151,684**	**148,919**	(2,765)	-1.82%
TOTAL EXPENDITURES	**132,762**	**89,218**	**167,849**	**163,494**	(4,355)	-2.59%
REVENUE OVER/(UNDER) EXPENDITURES	**220,625**	**(22,374)**	**(20,939)**	**(24,879)**	(3,940)	18.82%

DHS - CHILD SUPPORT ENFORCEMENT- 8000

	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES						
202-3.8000.3347 IV-D Admin	$ 66,330	$ 80,235	$ 71,175	$ 109,992	38,817	54.54%
202-3.8000.3349 Child Support ACSES MM627	-	-	-	-	-	0.00%
202-3.8000.3950 Misc Revenue & Refunds	(1,295)	(419)	-	-	-	0.00%
TOTAL REVENUES	**65,035**	**79,816**	**71,175**	**109,992**	38,817	54.54%
EXPENDITURES						
SALARIES & WAGES:						
FTEs	***3***	***3***	***3***	***3***	0	0.32%
202-4.8000.1101 Wages - Regular	75,076	81,337	86,459	108,939	22,480	26.00%
Total Salaries & Wages Cost	**75,076**	**81,337**	**86,459**	**108,939**	22,480	26.00%
BENEFITS:						
202-4.8000.1201 FICA/Medicare	5,505	5,988	6,614	8,334	1,720	26.01%
202-4.8000.1202 Retirement Plan	3,003	3,253	3,458	4,358	900	26.03%
202-4.8000.1203 Workman's Comp	1,253	1,119	1,300	1,383	83	6.38%
202-4.8000.1204 Unemployment Insurance	197	218	259	324	65	25.10%
202-4.8000.1205 Medical / Dental Insuran	4,234	4,924	5,279	12,918	7,639	144.71%
Total Benefits Costs	**14,192**	**15,502**	**16,910**	**27,317**	10,407	61.54%
Total Personnel Costs	**89,268**	**96,839**	**103,369**	**136,256**	32,887	31.82%
OPERATIONS:						
202-4.8000.1910 Contract Payments	-	223	2,000	2,000	-	0.00%
202-4.8000.2240 Auto Supplies & Service	-	118	-	1,000		
202-4.8000.2510 Travel-Miles, Lodge, Meals	3,304	2,668	2,300	2,300	-	0.00%
202-4.8000.2630 Telephone	-	-	-	2,150		
202-4.8000.2820 Purchased Administrative Services	3,716	3,306	2,800	14,856	12,056	430.57%
202-4.8000.3121 Office Supplies	-	3,748	-	3,176	3,176	0.00%
202-4-8000.4140 Dues & Memberships	-	-	200	200	-	0.00%
202-4.8000.6500 County EBT	(5,974)	(790)	(1,580)	(2,000)	(420)	26.58%
Total Operations Costs	**1,046**	**9,273**	**5,720**	**23,682**	17,962	314.02%
TOTAL EXPENDITURES	**90,314**	**106,112**	**109,089**	**159,938**	50,849	46.61%
REVENUE OVER/(UNDER) EXPENDITURES	**(25,279)**	**(26,296)**	**(37,914)**	**(49,946)**	(12,032)	31.73%

DHS - CHILD WELFARE 100% - 1220

	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES						
202-3.1220.3347 HS Revenue -Child Welfar	$ 92,124	$ 54,800	$ 54,438	$ 54,438	-	0.00%
202-3.1220.9501 Chld Wlfr RMS Rev Adj @	1,236	-	1,560	-	(1,560)	-100.00%
TOTAL REVENUES	**93,360**	**54,800**	**55,998**	**54,438**	(1,560)	-2.79%
EXPENDITURES						
SALARIES & WAGES:						
FTEs	***1***	***1***	***1***	***1***	-	0.00%
202-4.1220.1101 Wages - Regular	40,130	39,585	36,927	37,656	729	1.97%
Total Salaries & Wages Cost	**40,130**	**39,585**	**36,927**	**37,656**	729	1.97%
BENEFITS:						
202-4.1220.1201 FICA/Medicare	2,760	2,665	2,825	2,881	56	1.98%
202-4.1220.1202 Retirement Plan	1,605	1,583	1,477	1,506	29	1.96%
202-4.1220.1203 Workman's Comp	671	631	705	719	14	1.99%
202-4.1220.1204 Unemployment Insurance	114	119	111	113	2	1.80%
202-4.1220.1205 Medical / Dental Insuran	8,928	11,675	11,731	13,418	1,687	14.38%
Total Benefits Costs	**14,078**	**16,673**	**16,849**	**18,637**	1,788	10.61%
Total Personnel Costs	**54,208**	**56,258**	**53,776**	**56,293**	2,517	4.68%
OPERATIONS:						
202-4.1220.2510 Travel-Miles	-	-	1,583	-	(1,583)	-100.00%
202-4.1220.3121 Office Supply	-	(18,888)	-	-	-	0.00%
202-4.1220.6000 RMS Adjustment	1,236	1,574	1,560	1,560	-	0.00%
202-4.1220.6500 County EBT	47,436	16,051	-	15,000	15,000	0.00%
Total Operations Costs	**48,672**	**(1,263)**	**3,143**	**16,560**	13,417	426.89%
TOTAL EXPENDITURES	**102,880**	**54,995**	**56,919**	**72,853**	15,934	27.99%
REVENUE OVER/(UNDER) EXPENDITURES	**(9,520)**	**(195)**	**(921)**	**(18,415)**	(17,494)	1899.46%

DHS - CHILD WELFARE 80/20 - 1210

	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES						
202-3.1210.3347 Child Welfare -80/20	$ 304,038	$ 318,554	$ 399,444	$ 283,212	(116,232)	-29.10%
202-3.1210.3950 Misc Revenue & Refunds	(34,139)	1,245	-	(10,000)	(10,000)	0.00%
202-3.1210.9501 Chld Wlfr RMS Rev Adj @	102,972	-	108,720	-	(108,720)	-100.00%
TOTAL REVENUES	**372,871**	**319,799**	**508,164**	**273,212**	(234,952)	-46.24%
EXPENDITURES						
SALARIES & WAGES:						
FTEs	***4***	***5***	***4***	***4***	0	10.89%
202-4.1210.1101 Wages - Regular	120,222	154,855	148,604	196,152	47,548	32.00%
Total Salaries & Wages Cost	**120,222**	**154,855**	**148,604**	**196,152**	47,548	32.00%
BENEFITS:						
202-4.1210.1201 FICA/Medicare	8,382	10,901	11,368	15,006	3,638	32.00%
202-4.1210.1202 Retirement Plan	4,809	6,194	5,944	7,846	1,902	32.00%
202-4.1210.1203 Workman's Comp	3,133	2,390	2,245	2,478	233	10.38%
202-4.1210.1204 Unemployment Insurance	603	578	446	584	138	30.94%
202-4.1210.1205 Medical / Dental Insuran	19,506	23,338	24,592	47,257	22,665	92.16%
Total Benefits Costs	**36,433**	**43,401**	**44,595**	**73,171**	28,576	64.08%
Total Personnel Costs	**156,655**	**198,256**	**193,199**	**269,323**	76,124	39.40%
OPERATIONS:					-	0.00%
202-4.1210.1910 Contract Payments	2,500	20,617	30,000	25,000	(5,000)	-16.67%
202-4.1210.2110 Utilities	386	80	-	2,500	2,500	0.00%
202.4.1210.2240 Auto Supplies & Services	-	-	-	2,500	2,500	0.00%
202-4.1210.2255 Building Rent/Leases	13	66	-	15,288	15,288	0.00%
202-4.1210.2510 Travel - Miles	5,553	7,696	6,000	6,000	-	0.00%
202-4.1210.2610 Advertising/Publishing	5,933	2,055	-	-	-	0.00%
202-4.1210.2820 Purchase Administrative Services	10,451	25,741	25,982	27,000	1,018	3.92%
202-4.1210.3121 Office Supplies	-	19,250	-	3,350	3,350	0.00%
202-4.1210.6000 RMS Adjustment	128,715	138,765	135,900	143,000	7,100	5.22%
202-4.1210.6500 County EBT	(38,974)	(9,018)	(20,300)	(20,300)	-	0.00%
Total Operations Costs	**114,577**	**205,252**	**177,582**	**204,338**	26,756	15.07%
TOTAL EXPENDITURES	**271,232**	**403,508**	**370,781**	**473,661**	102,880	27.75%
REVENUE OVER/(UNDER) EXPENDITURES	**101,639**	**(83,709)**	**137,383**	**(200,449)**	(337,832)	-245.91%

DHS - CHILD WELFARE: RELATED CHILD CARE - 1205

	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES						
202-3.1205.3347 HS Revenue	$ -	$ 1,135	$ -	$ 737	737	0.00%
202-3.1205.3399 EBT Revenue	-	5,763	-	5,763	5,763	0.00%
TOTAL REVENUES	**-**	**6,898**	**-**	**6,500**	6,500	0.00%
EXPENDITURES						
OPERATIONS:						
202-4.1205.6500 County EBT	-	8,123	5,000	8,123	3,123	62.46%
Total Operations Costs	**-**	**8,123**	**5,000**	**8,123**	3,123	62.46%
TOTAL EXPENDITURES	**-**	**8,123**	**5,000**	**8,123**	3,123	62.46%

DHS - COLORADO WORKS (TANF) - 4200

	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES						
202-3.4200.3347 HS Revenue - TANF Colo W	$ 173,642	$ 89,971	$ 212,726	$ 251,219	38,493	18.10%
202-3.4200.3399 EBT Revenue	-	125,597	-	-	-	0.00%
202-3.4200.3950 Refunds & Other	-	91	-	-	-	0.00%
202-3.4200.9501 CO Works RMS Rev Adj @ 1	33,889	-	36,800	33,949	(2,851)	-7.75%
TOTAL REVENUES	**207,531**	**215,659**	**249,526**	**285,168**	35,642	14.28%
EXPENDITURES						
SALARIES & WAGES:						
FTEs	***0***	***2***	***2***	***2***	(0)	-5.00%
202-4.4200.1101 Wages - Regular	14,159	12,008	55,161	62,891	7,730	14.01%
Total Salaries & Wages Cost	**14,159**	**12,008**	**55,161**	**62,891**	7,730	14.01%
BENEFITS:						
202-4.4200.1201 FICA/Medicare	1,041	859	4,220	4,811	591	14.00%
202-4.4200.1202 Retirement Plan	566	480	2,206	2,516	310	14.05%
202-4.4200.1203 Workman's Comp	1,337	656	1,004	972	(32)	-3.19%
202-4.4200.1204 Unemployment Insurance	-	19	165	189	24	14.55%
202-4.4200.1205 Medical / Dental Insuran	1,301	1,909	11,667	18,768	7,101	60.86%
Total Benefits Costs	**4,245**	**3,923**	**19,262**	**27,256**	7,994	41.50%
Total Personnel Costs	**18,404**	**15,931**	**74,423**	**90,147**	15,724	21.13%
					-	0.00%
OPERATIONS:					-	0.00%
202-4.4200.1910 Contract Payments	6,371	46,825	47,106	45,606	(1,500)	-3.18%
202-4.4200.2510 Travel-Miles	-	461	601	950	349	58.07%
202-4.4200.2820 Purchased Administrative Services	34,447	1,697	7,074	21,973	14,899	210.62%
202-4.4200.3121 Office Supplies	-	-	-	1,144		
202-4.4200.5791 Cty Client/Provider Payment	-	365	-	-	-	0.00%
202-4.4200.6000 RMS Adjustments	33,889	38,203	36,800	35,500	(1,300)	-3.53%
202-4.4200.6500 County EBT	132,493	149,758	134,500	134,513	13	0.01%
Total Operations Costs	**207,200**	**237,309**	**226,081**	**239,686**	13,605	6.02%
TOTAL EXPENDITURES	**225,604**	**253,240**	**300,504**	**329,833**	29,329	9.76%
REVENUE OVER/(UNDER) EXPENDITURES	**(18,073)**	**(37,581)**	**(50,978)**	**(44,665)**	6,313	-12.38%

DHS - CORE SERVICES: 80/20 - 1799

	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES						
202-3.1799.3347 HS Revenue Core Service	$ 35,699	$ 3,852	$ 44,286	$ 46,270	1,984	4.48%
202-3.1799.3399 Core Services EBT Revenue	-	3,763	-	-	-	0.00%
TOTAL REVENUES	**35,699**	**7,615**	**44,286**	**46,270**	1,984	4.48%
EXPENDITURES						
SALARIES & WAGES:						
FTEs	-	-	-	-	-	0.00%
202-4.1799.1101 Wages - Regular	-	1,335	-	-	-	0.00%
Total Salaries & Wages Cost	**-**	**1,335**	**-**	**-**	-	0.00%
BENEFITS:						
202-4.1799.1201 FICA/Medicare	-	90	-	-	-	0.00%
202-4.1799.1202 Retirement Plan	-	53	-	-	-	0.00%
202-4.1799.1204 Unemployment Insurance	-	-	-	-	-	0.00%
202-4.1799.1205 Medical / Dental Insuran	-	381	-	-	-	0.00%
Total Benefits Costs	**-**	**524**	**-**	**-**	-	0.00%
Total Personnel Costs	**-**	**1,859**	**-**	**-**	-	0.00%
OPERATIONS:						
202-4.1799.1910 Contractual	-	-	55,357	57,837	2,480	4.48%
202-4.1799.2820 Purchase Administrative Services	15,968	-	-	-	-	0.00%
202-4.1799.6500 County EBT	44,623	6,466	-	7,000	7,000	0.00%
Total Operations Costs	**60,591**	**6,466**	**55,357**	**64,837**	9,480	17.13%
TOTAL EXPENDITURES	**60,591**	**8,325**	**55,357**	**64,837**	9,480	17.13%
REVENUE OVER/(UNDER) EXPENDITURES	**(24,892)**	**(710)**	**(11,071)**	**(18,567)**	(7,496)	67.71%

DHS - CORE SERVICES: OTHER - 1800

	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES						
202-3.1800.3347 HS Revenue -Core Service	$ 119,848	$ 47,965	$ 95,988	$ 115,739	19,751	20.58%
202-3.1800.3399 EBT Revenue	-	73,578	-	71,000	71,000	0.00%
TOTAL REVENUES	**119,848**	**121,543**	**95,988**	**186,739**	90,751	94.54%
EXPENDITURES						
SALARIES & WAGES:						
FTEs	***1***	***1***	***1***	***1***	0	4.84%
202-4.1800.1101 Wages - Regular	36,433	37,792	52,827	54,101	1,274	2.41%
Total Salaries & Wages Cost	**36,433**	**37,792**	**52,827**	**54,101**	1,274	2.41%
BENEFITS:						
202-4.1800.1201 FICA/Medicare	2,584	2,541	4,041	4,139	98	2.43%
202-4.1800.1202 Retirement Plan	1,457	1,512	2,113	2,164	51	2.41%
202-4.1800.1203 Workman's Comp	1,007	779	1,009	1,033	24	2.38%
202-4.1800.1204 Unemployment Insurance	94	70	158	162	4	2.53%
202-4.1800.1205 Medical / Dental Insuran	6,190	7,676	12,412	9,575	(2,837)	-22.86%
Total Benefits Costs	**11,332**	**12,578**	**19,733**	**17,073**	(2,660)	-13.48%
Total Personnel Costs	**47,765**	**50,370**	**72,560**	**71,174**	(1,386)	-1.91%
OPERATIONS:						
202-4.1800.1910 Contract Payments	-	-	24,404	44,565	20,161	82.61%
202-4.1800.6500 County EBT	66,977	70,845	-	71,000	71,000	0.00%
Total Operations Costs	**66,977**	**70,845**	**24,404**	**115,565**	91,161	373.55%
TOTAL EXPENDITURES	**114,742**	**121,215**	**96,964**	**186,739**	89,775	92.59%
REVENUE OVER/(UNDER) EXPENDITURES	**5,106**	**328**	**(976)**	**-**	976	-100.00%

DHS - CORE SERVICES: SPECIAL ECONOMICS - 1854

	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES						
202-3.1854.3347 HS Revenue - Leap Admin	$ -	$ 1,200	$ 1,225	$ 1,203	(22)	-1.80%
TOTAL REVENUES	**-**	**1,200**	**1,225**	**1,203**	(22)	-1.80%
					-	0.00%
EXPENDITURES						
OPERATIONS:						
202-4.1854.2820 Purchased Administrative Services	-	1,481	1,225	1,203	(22)	-1.80%
202-4.1854.5791 Cty Client/Provider Payments	27	93	-	-	-	0.00%
Total Operations Costs	**27**	**1,574**	**1,225**	**1,203**	(22)	-1.80%
TOTAL EXPENDITURES	**27**	**1,574**	**1,225**	**1,203**	(22)	-1.80%
REVENUE OVER/(UNDER) EXPENDITURES	**(27)**	**(374)**	**-**	**-**	-	0.00%

DHS - CHILD WELFARE: CHRP - 1240

	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES						
202-3.1240.3347 HS Revenue	$ -	$ -	$ -	$ 10,102	10,102	0.00%
TOTAL REVENUES	**-**	**-**	**-**	**10,102**	10,102	0.00%
					-	0.00%
EXPENDITURES						
OPERATIONS:						
202-4.1240.6500 County EBT	-	22,823	12,628	12,628	-	0.00%
Total Operations Costs	**-**	**22,823**	**12,628**	**12,628**	-	0.00%
TOTAL EXPENDITURES	**-**	**22,823**	**12,628**	**12,628**	-	0.00%

DHS - CHILD WELFARE: OUT OF HOME - 1235

	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES						
202-3.1235.3347 HS Revenue	$ -	$ -	$ -	$ -	-	0.00%
202-3.1235.3399 EBT Revenue	-	77,423	-	143,518	143,518	0.00%
202-3.1235.3950 Misc. Refund & Revenue	-	(13,395)	-	(10,000)	(10,000)	0.00%
TOTAL REVENUES	**-**	**64,028**	**-**	**133,518**	133,518	0.00%
EXPENDITURES						
OPERATIONS:						
202-4.1235.6500 County EBT	120,413	100,257	203,722	184,289	(19,433)	-9.54%
Total Operations Costs	**120,413**	**100,257**	**203,722**	**184,289**	(19,433)	-9.54%
TOTAL EXPENDITURES	**120,413**	**100,257**	**203,722**	**184,289**	(19,433)	-9.54%

DHS - CHILD WELFARE: RESIDENTIAL MENTAL HEALTH - 1232

	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES						
202-3.1232.3347 HS Revenue	$ -	$ (913)	$ -	$ 14,028	14,028	0.00%
TOTAL REVENUES	**-**	**(913)**	**-**	**14,028**	14,028	0.00%
					-	0.00%
EXPENDITURES						
OPERATIONS:						
202-4.1232.6500 County EBT	-	(120)	5,000	17,535	12,535	250.70%
Total Operations Costs	**-**	**(120)**	**5,000**	**17,535**	12,535	250.70%
TOTAL EXPENDITURES	**-**	**(120)**	**5,000**	**17,535**	12,535	250.70%

DHS - CHILD WELFARE: SUBADOPTION - 1250

	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES						
202-3.1250.3347 HS Revenue	$ -	$ 2,532	$ -	$ -	-	0.00%
202-3.1250.3399 EBT Revenue	-	26,998	-	28,000	28,000	0.00%
TOTAL REVENUES	**-**	**29,530**	**-**	**28,000**	28,000	0.00%
EXPENDITURES						
OPERATIONS:						
202-4.1250.6500 County EBT	29,197	36,913	40,000	35,000	(5,000)	-12.50%
Total Operations Costs	**29,197**	**36,913**	**40,000**	**35,000**	(5,000)	-12.50%
TOTAL EXPENDITURES	**29,197**	**36,913**	**40,000**	**35,000**	(5,000)	-12.50%

DHS - EMPLOYMENT FIRST: 100% - 6150

	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES						
202-3.6150.3347 HS Revenue - Emp First	$ 28,566	$ 37,888	$ 38,136	$ 38,297	161	0.42%
202-3.6150.3361 FStamps Job Search/ Emp	5,246	5,379	-	-	-	0.00%
TOTAL REVENUES	**33,812**	**43,267**	**38,136**	**38,297**	161	0.42%
EXPENDITURES						
OPERATIONS:						
202-4.6150.1910 Contract Payments	26,922	36,815	37,808	37,808	-	0.00%
202-4.6150.2510 Travel-Miles	120	172	-	-	-	0.00%
202-4.6150.2820 Purchased Administrative Svcs	9,405	4,347	-	-	-	0.00%
202-4.6150.3121 Office Supplies	-	(184)	-	-	-	0.00%
202-4.6150.5791 Cty Client/Provider Payments	-	400	7,000	7,000	-	0.00%
Total Operations Costs	**36,447**	**41,550**	**44,808**	**44,808**	-	0.00%
TOTAL EXPENDITURES	**36,447**	**41,550**	**44,808**	**44,808**	-	0.00%
REVENUE OVER/(UNDER) EXPENDITURES	**(2,635)**	**1,717**	**(6,672)**	**(6,511)**	161	-2.41%

DHS - EXCESS PARENTAL FEES

	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES						
202-3.1590.3951 Excess Parental Fee Revenue	$ -	$ 8,562	$ -	$ 2,000	2,000	0.00%
TOTAL REVENUES	**-**	**8,562**	**-**	**2,000**	2,000	0.00%
					-	0.00%
EXPENDITURES						
OPERATIONS:						
202-4.1590.6501 Excess Prntl Fee	-	2,208	-	2,000	2,000	0.00%
Total Operations Costs	**-**	**2,208**	**-**	**2,000**	2,000	0.00%
TOTAL EXPENDITURES	**-**	**2,208**	**-**	**2,000**	2,000	0.00%
REVENUE OVER/(UNDER) EXPENDITURES	**-**	**6,354**	**-**	**-**	-	0.00%

DHS - FATHERHOOD INITIATIVE - 4458

	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES						
202-3.4458.3347 Fatherhood Grant	$ 155,031	$ 281,072	$ 432,320	$ 442,291	9,971	2.31%
TOTAL REVENUES	**155,031**	**281,072**	**432,320**	**442,291**	9,971	2.31%
					-	0.00%
EXPENDITURES						
SALARIES & WAGES:						
FTEs	***1***	***1***	***2***	***2***	-	0.00%
202-4.4458.1101 Wages - Regular	46,149	57,163	65,649	67,860	2,211	3.37%
Total Salaries & Wages Cost	**46,149**	**57,163**	**65,649**	**67,860**	2,211	3.37%
BENEFITS:						
202-4.4458.1201 FICA/Medicare	3,467	4,284	5,022	5,191	169	3.37%
202-4.4458.1202 Retirement Plan	1,841	2,286	2,626	2,714	88	3.35%
202-4.4458.1203 Workman's Comp	783	353	1,031	1,054	23	2.23%
202-4.4458.1204 Unemployment Insurance	85	115	197	204	7	3.55%
202-4.4458.1205 Medical / Dental Insuran	1,662	2,418	4,762	3,466	(1,296)	-27.22%
Total Benefits Costs	**7,838**	**9,456**	**13,638**	**12,629**	(1,009)	-7.40%
Total Personnel Costs	**53,987**	**66,619**	**79,287**	**80,489**	1,202	1.52%
OPERATIONS:						
202-4.4458.1910 Contract Payments	66,074	144,279	288,060	288,060	-	0.00%
202-4.4458.2255 Building Rent/Leases	-	1,297	10,086	9,036	(1,050)	-10.41%
202-4.4458.2510 Travel-Miles	5,113	8,707	9,346	9,441	95	1.02%
202-4.4458.2610 Advertising & Publishing	-	1,250	3,875	3,875	-	0.00%
202-4.4458.2820 Purchased Administrative Services	24,420	70,807	3,794	7,921	4,127	108.78%
202-4.4458.3121 Office Supplies	-	634	-	2,060	2,060	0.00%
202-4.4458.4173 County Audit Fees	-	-	15,120	15,120	-	0.00%
202-4.4458.4320 Office Furniture & Equipment	-	759	-	-	-	0.00%
202-4.4458.5791 Cnty Client/Provider Payments	-	1,427	23,120	26,289	3,169	13.71%
Total Operations Costs	**95,607**	**229,160**	**353,401**	**361,802**	8,401	2.38%
TOTAL EXPENDITURES	**149,594**	**295,779**	**432,688**	**442,291**	9,603	2.22%
REVENUE OVER/(UNDER) EXPENDITURES	**5,437**	**(14,707)**	**(368)**	**-**	368	-100.00%

DHS - FOOD ASSISTANCE - 6001

	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES						
202-3.6001.3347 Supplemental Nutrition a	$ 1,729,752	$ 880,886	$ 1,480,000	$ 1,480,000	-	0.00%
202-3.6001.3399 EBT Revenue	-	885,308	-	-	-	0.00%
202-3.6001.3950 Food Asst. Refunds	-	(374)	-	-	-	0.00%
TOTAL REVENUES	**1,729,752**	**1,765,820**	**1,480,000**	**1,480,000**	-	0.00%
EXPENDITURES						
OPERATIONS:						
202-4.6001.6500 County EBT	1,729,752	1,769,194	1,480,000	1,480,000	-	0.00%
Total Operations Costs	**1,729,752**	**1,769,194**	**1,480,000**	**1,480,000**	-	0.00%
TOTAL EXPENDITURES	**1,729,752**	**1,769,194**	**1,480,000**	**1,480,000**	-	0.00%
REVENUE OVER/(UNDER) EXPENDITURES	**-**	**(3,374)**	**-**	**-**	-	0.00%

DHS - GENERAL ASSISTANCE - 9901

	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
EXPENDITURES						
OPERATIONS:						
202-4.9901.2510 Travel-Miles	-	286	1,000	1,000		
202-4.9901.2820 Purchased Administrative Services	-	12,312	16,000	16,000	-	0.00%
202-4.9901.5791 Cty Client/Provider Pmts	2,131	2,316	2,500	2,500	-	0.00%
Total Operations Costs	**2,131**	**14,914**	**19,500**	**19,500**	-	0.00%
TOTAL EXPENDITURES	**2,131**	**14,914**	**19,500**	**19,500**	-	0.00%

DHS - LEAP - 5100

	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES						
202-3.5100.3347 HS Revenue - Leap Benefi	$ 2,713	$ 116,165	$ 249,322	$ 243,721	(5,601)	-2.25%
202-3.5100.3399 EBT Revenue	-	58,462	-	11,985	11,985	0.00%
TOTAL REVENUES	**2,713**	**174,627**	**249,322**	**255,706**	6,384	2.56%
EXPENDITURES						
SALARIES & WAGES:						
FTEs	***0***	***0***	***0***	***0***	-	0.00%
202-4.5100.1101 Wages - Regular	11,819	13,560	15,672	7,993	(7,679)	-49.00%
Total Salaries & Wages Cost	**11,819**	**13,560**	**15,672**	**7,993**	(7,679)	-49.00%
BENEFITS:						
202-4.5100.1201 FICA/Medicare	783	895	1,199	611	(588)	-49.04%
202-4.5100.1202 Retirement Plan	473	542	627	320	(307)	-48.96%
202-4.5100.1203 Workman's Comp	-	104	49	23	(26)	-53.06%
202-4.5100.1204 Unemployment Insurance	96	63	47	24	(23)	-48.94%
202-4.5100.1205 Medical / Dental Insuran	3,694	4,419	5,866	3,450	(2,416)	-41.19%
Total Benefits Costs	**5,046**	**6,023**	**7,788**	**4,428**	(3,360)	-43.14%
Total Personnel Costs	**16,865**	**19,583**	**23,460**	**12,421**	(11,039)	-47.05%
OPERATIONS:						
202-4.5100.2510 Travel - Miles	325	302	-	-	-	0.00%
202-4.5100.2820 Purchased Administrative Services	818	73	2,224	1,300	(924)	-41.55%
202-4.5100.3121 Office Supplies	-	51	-	-	-	0.00%
202-4.5100.6500 County EBT	224,795	154,696	224,100	230,000	5,900	2.63%
Total Operations Costs	**225,938**	**155,122**	**226,324**	**231,300**	4,976	2.20%
TOTAL EXPENDITURES	**242,803**	**174,705**	**249,784**	**243,721**	(6,063)	-2.43%
REVENUE OVER/(UNDER) EXPENDITURES	**(240,090)**	**(78)**	**(462)**	**11,985**	12,447	-2694.16%

DHS - MEDICAID - 9902

	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES						
202-3.9902.3347 Medicaid	$ 36,432	$ 33,355	$ 35,000	$ 35,000	-	0.00%
TOTAL REVENUES	**36,432**	**33,355**	**35,000**	**35,000**	-	0.00%
					-	0.00%
EXPENDITURES						
OPERATIONS:						
202-4.9902.5791 Cty Client/Provider Payment	37,315	33,707	35,000	35,000	-	0.00%
Total Operations Costs	**37,315**	**33,707**	**35,000**	**35,000**	-	0.00%
TOTAL EXPENDITURES	**37,315**	**33,707**	**35,000**	**35,000**	-	0.00%
REVENUE OVER/(UNDER) EXPENDITURES	**(883)**	**(352)**	**-**	**-**	-	0.00%

DHS - OLD AGE PENSION - 4050

	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES						
202-3.4050.3347 Human Services Revenue	$ 63,259	$ 5,879	$ 67,900	$ 67,900	-	0.00%
202-3.4050.3399 EBT Revenue	-	84,730	-	-	-	0.00%
202-3.4050.9501 OAP RMS Rev Adj @ 100%	-	(669)	5,660	-	(5,660)	-100.00%
TOTAL REVENUES	**63,259**	**89,940**	**73,560**	**67,900**	(5,660)	-7.69%
EXPENDITURES						
OPERATIONS:						
202-4.4050.6000 RMS Adjustments	-	5,210	5,660	5,660	-	0.00%
202-4.4050.6500 County EBT	63,269	84,759	67,900	67,900	-	0.00%
Total Operations Costs	**63,269**	**89,969**	**73,560**	**73,560**	-	0.00%
TOTAL EXPENDITURES	**63,269**	**89,969**	**73,560**	**73,560**	-	0.00%
REVENUE OVER/(UNDER) EXPENDITURES	**(10)**	**(29)**	**-**	**(5,660)**	(5,660)	0.00%

DHS - IVB PSSF - 2700

	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES						
202-3.2700.3347 PSSF Revenue	$ -	$ 6,025	$ 21,267	$ 22,565	1,298	6.10%
202-3.2700.3348 PSSF Flex Fund Revenue	40	14,321	-	-	-	0.00%
TOTAL REVENUES	**40**	**20,346**	**21,267**	**22,565**	1,298	6.10%
EXPENDITURES						
SALARIES & WAGES:						
FTEs	***0***	***0***	***0***	***0***	-	0.00%
202-4.2700.1101 Wages - Regular	8,025	11,415	10,533	10,743	210	1.99%
Total Salaries & Wages Cost	**8,025**	**11,415**	**10,533**	**10,743**	210	1.99%
BENEFITS:						
202-4.2700.1201 FICA/Medicare	1,084	832	806	822	16	1.99%
202-4.2700.1202 Retirement Plan	596	457	421	430	9	2.14%
202-4.2700.1203 Workman's Comp	224	161	201	205	4	1.99%
202-4.2700.1204 Unemployment Insurance	119	74	32	32	-	0.00%
202-4.2700.1205 Medical / Dental Insuran	1,684	1,357	1,378	1,581	203	14.73%
Total Benefits Costs	**3,707**	**2,881**	**2,838**	**3,070**	232	8.17%
Total Personnel Costs	**11,732**	**14,296**	**13,371**	**13,813**	442	3.31%
OPERATIONS:						
202-4.2700.3121 Office Supplies	-	1,799	-	-	-	0.00%
202-4.2700.5791 Cty Client/Provider Payment	6,057	2,224	8,005	8,005	-	0.00%
Total Operations Costs	**6,057**	**4,023**	**8,005**	**8,005**	-	0.00%
TOTAL EXPENDITURES	**17,789**	**18,319**	**21,376**	**21,818**	442	2.07%
REVENUE OVER/(UNDER) EXPENDITURES	**(17,749)**	**2,027**	**(109)**	**747**	856	-785.32%

DHS - TANF COLLECTION IV-D - 8500

	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES						
202-3.8500.3950 TANF/IVD Retained	$ -	$ 6,896	$ -	$ 7,000	7,000	0.00%
TOTAL REVENUES	**-**	**6,896**	**-**	**7,000**	7,000	0.00%
					-	0.00%
EXPENDITURES						
TOTAL EXPENDITURES	**-**	**-**	**-**	**-**	-	0.00%
REVENUE OVER/(UNDER) EXPENDITURES	**-**	**6,896**	**-**	**7,000**	7,000	0.00%

ARCHULETA COUNTY
COMPARATIVE BUDGET CHANGES 2011 - 2014
1A FUND BUDGET SUMMARY

DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 PROPOSED BUDGET	Inc/(Dec) Projected 2013 to Proposed 2014	% Inc /-Dec Projected 2013 to Proposed 2014
REVENUES:						
Property Tax	$ -	$ -	$ -	$ -	-	-
TOTAL REVENUES	**-**	**-**	**-**	**-**	-	-
EXPENDITURES:						
Parks & Recreation	-	-	-	567,308	567,308	-
Capital	-	-	-	310,000	310,000	-
TOTAL EXPENDITURES	**-**	**-**	**-**	**877,308**	877,308	-
Increase/(Decrease) in Fund Balance	-	-	-	(877,308)	(877,308)	-
BEGINNING FUND BALANCE		**-**	**-**	**-**	-	-
Prior Period Adjustment				1,085,774		
ENDING FUND BALANCE:						
Committed for 1A	-	-	-	208,466		
ENDING FUND BALANCE	**$ -**	**$ -**	**$ -**	**$ 208,466**	208,466	0.0%

ARCHULETA COUNTY 1A FUND

	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES						
217-3.5216.3110 Property Tax Interest	$ -	$ -	$ -	$ -	-	0.00%
217-3.5216.3111 Property Tax	-	-	-	-	-	0.00%
217-3.5216.3112 Delinquent Tax	-	-	-	-	-	0.00%
217-3.5216.3115 Abatements	-	-	-	-	-	0.00%
217-3.5216.3191 Current Tax Interest	-	-	-	-	-	0.00%
217-3.5216.3195 Del Tax - Penalties & Int	-	-	-	-	-	0.00%
TOTAL REVENUES	-	-	-	-	-	0.00%
EXPENDITURES						
OPERATIONS:						
217-4.5216.8101 Parks & Recreation	-	-	-	339,335	339,335	0.00%
217-4.5216.8103 Town to Lakes Trail-Const	-	-	-	212,973	212,973	0.00%
217-4.5216.8126 Cloman Road & Parking	-	-	-	15,000	15,000	0.00%
Total Operations Costs	-	-	-	**567,308**	567,308	0.00%
CAPITAL OUTLAY:						
217-4.5216.8505 Capital Outlay	-	-	-	80,000	80,000	0.00%
217-4.5216.8520 Capital Outlay Courthouse Roof	-	-	-	230,000		
Total Capital Outlay	-	-	-	**310,000**	310,000	0.00%
TOTAL EXPENDITURES	-	-	-	**877,308**	877,308	0.00%
REVENUE OVER/(UNDER) EXPENDITURES	-	-	-	**(877,308)**	(877,308)	0.00%

ARCHULETA COUNTY
COMPARATIVE BUDGET CHANGES 2011 - 2014
COMBINED DISPATCH FUND

DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 PROPOSED BUDGET	Inc/(Dec) Projected 2013 to Proposed 2014	% Inc /-Dec Projected 2013 to Proposed 2014
REVENUES:						
Town of Pagosa Springs	$ 123,366	$ 123,366	$ 112,200	$ 119,947	$ 7,747	6.9%
Pagosa Fire District	17,836	17,836	25,501	24,989	(512)	-2.0%
Pagosa Hospital District	44,590	44,590	56,101	54,976	(1,125)	-2.0%
Charges for Services	224,480	219,113	178,748	220,000	41,252	23.1%
Transfer In from County	300,108	300,108	316,200	161,343	(154,857)	-49.0%
CCOERA Forfeitures	3,255	920	1,771	-	(1,771)	-100.0%
Loan Proceeds	475,000	-	-	-	-	0.0%
Miscellaneous Revenue	-	80	617	-		
TOTAL REVENUES	**1,188,635**	**706,013**	**691,138**	**581,255**	(109,883)	-15.9%
EXPENDITURES:						
Operations	589,626	657,599	651,425	664,114	12,689	1.9%
Capital	394,431	72,806	-	-	-	0.0%
Debt Expenditures	48,524	55,829	55,829	55,664	(165)	-0.3%
TOTAL EXPENDITURES	**1,032,581**	**786,234**	**707,254**	**719,778**	12,524	1.8%
Revenues Over/(Under) Expenditures	156,054	(80,221)	(16,116)	(138,523)	(122,407)	759.5%
BEGINNING FUND BALANCE	**190,047**	**346,101**	**265,880**	**249,764**	(16,116)	-6.1%
ENDING FUND BALANCE:						
Restricted TABOR Reserve	35,659	21,180	20,734	17,438	(3,296)	-15.9%
Committed to Operations	147,407	164,400	162,856	166,029		
Unassigned	163,035	80,300	66,174	(72,225)	(138,399)	-209.1%
ENDING FUND BALANCE	**$ 346,101**	**$ 265,880**	**$ 249,764**	**$ 111,241**	(138,523)	-55.5%

ARCHULETA COUNTY COMBINED DISPATCH

Mission Statement

The Archuleta County Combined Dispatch center serves as the County's Public Safety Answering Point and provides the vital link between the residents and visitors of Archuleta County and all emergency and non-emergency responders. We are committed to serve as that critical link with the highest standards of integrity and sustain an efficient, effective and professional manner to acquire and disseminate information needed to protect life, property, and the environment. Our mission includes a sustained effort to professionalize our agency, making us a premier provider of Emergency Dispatch services in Southwest Colorado through Teamwork, Technology and Excellence in all we do.

Description

The Archuleta County Combined Dispatch Center services seventeen agencies and the public and handles approximately 20,000 calls for services per year. The center is currently located at the new dispatch center on Talisman Drive and consists of 9 full time dispatchers, 2 part time dispatchers and a dispatch manager. The center is operated 24 hours per day, seven days per week. The normal schedule calls for two dispatchers per shift however, only one is scheduled between 1 and 3 am, Sunday through Thursday.

The Archuleta County Combined Dispatch Center was formed in 2008. For the good of the community, the Sheriff fulfilled a goal of transferring the Dispatch Center from the Sheriff's Office to a Board consisting of the major agencies using Dispatch services. The advantage for these agencies to participate is to have an ownership voice in how dispatch is managed and to fairly participate in the costs associated with Dispatch.

Through user agency fees, the County began seeing a reduction in net general fund needs by the Dispatch Division in 2008. This had not occurred since the early 1990's. The Combined Dispatch Executive Board was formed in 2008 which increased the other agencies' fiscal participation creating another net decrease in County generally fund expenditures.

This 2014 request, agreed upon by the Executive Board, keeps all agencies' participation levels at or below 2013 figures. When Combined Dispatch was first proposed to the County Commission, it was presented as a 3 year phased program to allow for the other participating agencies to adjust their budgets to cover their fair share. These adjustments have occurred over the past 5 Fiscal Years, and now appear to have leveled. In addition, Combined Dispatch continues to receive increased funding from 9-1-1 surcharge revenues in 2013. This increase funds the maintenance of equipment for 9-1-1, Computer Aided Dispatch, and Radio equipment to ensure continued operation of the facility.

Core Services

Provide emergency communication services for all emergency responders and the public within Archuleta County.

2013 Accomplishments

- Certified all Dispatchers in CCIC (Colorado Crime Information Center) as CBI (Colorado Bureau of Investigation) Tier 1 users.
- Completed installment of a Records Management software system used by area Law Enforcement.
- Completed installment of a Jail Management system used by the Archuleta County Detention Center.

- Completed installment of Detention center booking software and new photo capture system.
- Established a "Business Contact Form" and distributed to area businesses that is used for correct contact information during an emergency.
- Corrected emergent IT issues through systems maintenance agreements and management efforts during times not covered by County IT services.
- Maintained fully trained workforce with little turnover.
- Completed installment of new mapping software resulting in zero failures of 9-1-1 call locations.
- Management worked dispatch position in order to reduce or eliminate overtime expenditure.
- Completed Management evaluation with favorable reports from Executive Board members and subordinates.
- Management practices will result in positive fund balance for 2013.

2014 Goals

- Continue to work emergent IT issues.
- Continue PST, (Public Safety Telecommunicator), Training.
- Establish radio communication channel specific to Law Enforcement.
- Maintain fully trained crew with little or no turnover.
- Continue enhanced training program for all personnel.
- Operate center at or below 2014 approved budget.

Key Performance Measures

- Administer quarterly customer feedback surveys to be completed by member agencies including Archuleta County Sheriff's Office, Pagosa Springs Police Department, Upper San Juan Health District and Pagosa Fire Protection District to maintain customer satisfaction.
- Dispatch proper emergency responder(s) to in-progress emergency incidents within 1 minute of receipt to ensure citizen, patient, etc. receives the proper assistance as quickly as possible.
- Monitor the number of "Calls for Service" received by Dispatch to ensure that the available personnel are scheduled at appropriate times and identify the need, if necessary, to reassign numbers of personnel per shift.

ARCHULETA COUNTY COMBINED DISPATCH

	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES						
219-3.0000.3380 Local / IGA Revenue	$ 185,792	$ 185,792	$ 193,802	$ 199,912	6,110	3.15%
219-3.0000.3410 Charges for Services	31	-	3	-	(3)	-100.00%
219-3.0000.3420 Emergency Telephone Ser	224,449	219,113	178,745	220,000	41,255	23.08%
219-3.0000.3911 County Contribution	300,108	300,108	316,200	161,343	(154,857)	-48.97%
219-3.0000.4550 CCOERA Forfeitures & Misc	3,255	920	1,771	-	(1,771)	-100.00%
219-3.4215.5550 Misc Revenue & Refunds	-	85	617	-	(617)	-100.00%
219-3.4215.9201 Loan Proceeds	475,000	-	-	-	-	0.00%
TOTAL REVENUES	**1,188,635**	**706,018**	**691,138**	**581,255**	(109,883)	-15.90%
EXPENDITURES						
SALARIES & WAGES:						
FTEs	***11.66***	***10.66***	***10.66***	***10.66***	-	0.00%
219-4.4215.1101 Wages- Regular	323,421	352,938	335,553	356,225	20,672	6.16%
219-4.4215.1102 Wages - Overtime	5,797	654	2,843	3,000	157	5.52%
219-4.4215.1103 Wages - Part-time	33,987	22,253	23,952	16,994	(6,958)	-29.05%
Total Salaries & Wages	**363,205**	**375,845**	**362,348**	**376,219**	13,871	3.83%
BENEFITS:						
219-4.4215.1201 FICA/Medicare	26,682	26,648	27,090	28,781	1,691	6.24%
219-4.4215.1202 Retirement Plan	13,062	14,097	14,016	14,369	353	2.52%
219-4.4215.1203 Worker's Comp	1,380	1,093	1,121	1,091	(30)	-2.68%
219-4.4215.1204 Unemployment Insurance	1,086	1,142	355	1,129	774	218.03%
219-4.4215.1205 Medical / Dental	36,347	64,492	56,807	72,024	15,217	26.79%
Total Benefits Costs	**78,557**	**107,472**	**99,389**	**117,394**	18,005	18.12%
Total Personnel Costs	**441,762**	**483,317**	**461,737**	**493,613**	31,876	6.90%
OPERATIONS:						
219-4.4215.3210 Contract Labor Services	1,814	-	-	-	-	0.00%
219-4.4215.3209 Other Professional Services	-	-	-	-	-	0.00%
219-4.4215.4111 Trash Disposal	17	-	-	-	-	0.00%
219-4.4215.4112 Electric	2,133	3,957	4,435	4,100	(335)	-7.55%
219-4.4215.4113 Gas	1,750	255	298	320	22	7.38%
219-4.4215.4302 Computer Hardware-R&M	-	-	1,882	1,500	(382)	-20.30%
219-4.4215.4307 Software	59,923	28,873	40,146	39,868	(278)	-0.69%
219-4.4215.4309 Other Maintenance & Rep	579	7,315	4,127	2,000	(2,127)	-51.54%
219-4.4215.4413 Furniture/Fixtures/Offi	15,507	2,467	3,018	2,600	(418)	-13.85%
219-4.4215.4416 Other Rents & Leases	12,748	13,104	13,178	13,800	622	4.72%
219-4.4215.5303 Telephone	22,150	24,024	14,808	13,940	(868)	-5.86%
219-4.4215.5304 Other Communications	8,136	557	3,521	2,712	(809)	-22.98%
219-4.4215.5803 Training & Travel	1,015	689	3,053	3,000	(53)	-1.74%
219-4.4215.5910 Permits & Fees	-	1,810	1,938	1,997	59	3.04%
219-4.4215.6121 Office Supplies	931	995	997	750	(247)	-24.77%
219-4.4215.6124 Small Tools & Equip	-	30	171	300	129	75.44%
219-4.4215.6125 Uniforms	-	-	-	-	-	0.00%
219-4.4215.6126 Other Operating Supplie	21,161	1,060	-	750	750	0.00%
219-4.4215.6322 GF Admin Fees	-	89,146	98,116	82,864	(15,252)	-15.54%
219-4.4215.6405 Dues & Subscriptions	-	-	-	-	-	0.00%
Total Operations Costs	**147,864**	**174,282**	**189,688**	**170,501**	(19,187)	-10.12%

	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
CAPITAL OUTLAY:						
219-4.4215.7011 Capital Outlay	-	-	-	-	-	0.00%
219-4.4215.7411 Computer Equipment	-	-	-	-	-	0.00%
219-4.4215.8505 Capital Outlay	394,432	72,806	-	-		
Total Capital Outlay	**394,432**	**72,806**	**-**	**-**	-	0.00%
DEBT EXPENDITURES						
219-4.4215.9200 Debt Service Principal	32,836	41,811	43,246	45,750	2,504	5.79%
219-4.4215.9201 Debt Service Interest	13,688	14,018	12,583	9,914	(2,669)	-21.21%
219-4.4215.9230 Debt Issuane Cost	2,000	-	-	-	-	0.00%
Total Debt Expenditures	**48,524**	**55,829**	**55,829**	**55,664**	(165)	-0.30%
TOTAL EXPENDITURES	**1,032,582**	**786,234**	**707,254**	**719,778**	12,524	1.77%
REVENUE OVER/(UNDER) EXPENDITURES	**156,053**	**(80,216)**	**(16,116)**	**(138,523)**	(122,407)	759.54%

ARCHULETA COUNTY
COMPARATIVE BUDGET CHANGES 2011-2014
CONSERVATION TRUST FUND

DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 PROPOSED BUDGET	Inc/(Dec) Projected 2013 to Proposed 2014	% Inc /-Dec Projected 2013 to Proposed 2014
REVENUES:						
Colorado State Lottery	91,934	102,122	101,153	100,000	(1,153)	-1.1%
Interest & Other	373	602	417	325	(92)	-22.1%
Transfer In from General Fund	-	-	-	2,403	2,403	100.0%
TOTAL REVENUES	**92,307**	**102,724**	**101,570**	**102,728**	1,158	1.1%
EXPENDITURES:						
Town of Pagosa Springs Contribution	30,000	30,000	30,000	30,000	-	0.0%
Aspen Springs Park	15,000	-	-	-	-	0.0%
Hwy 84 Property Capital Project	-	67,927	-	-	-	0.0%
Undesignated Projects	8,350	-	-	-	-	100.0%
Debt Principal	56,127	68,203	47,163	57,163	10,000	21.2%
Debt Interest	14,134	2,058	25,565	15,564	(10,001)	-39.1%
TOTAL EXPENDITURES	**123,611**	**168,188**	**102,728**	**102,727**	(1)	0.0%
Revenues Over/(Under) Expenditures	**(31,304)**	**(65,464)**	**(1,158)**	**1**	1,159	-100.1%
BEGINNING FUND BALANCE	345,600	314,296	248,832	247,674	(1,158)	-0.5%
ENDING FUND BALANCE	**$ 314,296**	**$ 248,832**	**$ 247,674**	**$ 247,675**	1	0.0%

ARCHULETA COUNTY
COMPARATIVE BUDGET CHANGES 2011-2014
FAIRFIELD SETTLEMENT FUND

DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 PROPOSED BUDGET	Inc/(Dec) Projected 2013 to Proposed 2014	% Inc /-Dec Projected 2013 to Proposed 2014
REVENUES:						
Investment Earnings	533	1,043	653	650	(3)	0.0%
TOTAL REVENUES	**533**	**1,043**	**653**	**650**	(3)	0.0%
EXPENDITURES:						
Settlement Expenditures	-	-	-	300,000	300,000	0.0%
TOTAL EXPENDITURES	**-**	**-**	**-**	**300,000**	300,000	0.0%
Revenues Over/(Under) Expenditures	**533**	**1,043**	**653**	**(299,350)**	(300,003)	-45942.3%
BEGINNING FUND BALANCE	494,108	494,641	495,684	496,337	653	0.1%
ENDING FUND BALANCE	**$ 494,641**	**$ 495,684**	**$ 496,337**	**$ 196,987**	(299,350)	-60.3%

ARCHULETA COUNTY
COMPARATIVE BUDGET CHANGES 2011-2014
SOLID WASTE FUND SUMMARY BY PROGRAM

DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 PROPOSED BUDGET	Inc/(Dec) Projected 2013 to Proposed 2014	% Inc /-Dec Projected 2013 to Proposed 2014
REVENUES:						
Charges for Services	$ 513,222	624,583.00	534,577.00	696,667.00	162,090.00	
Interest and Miscellaneous	334	785	3,129	-	(3,129)	
TOTAL REVENUES	513,556	625,368	537,706	696,667	158,961	
OPERATING EXPENSES:						0.00%
						0.00%
Health & Welfare	628,659	677,169.00	574,996.00	636,572.00	61,576.00	10.71%
TOTAL EXPENSES	628,659	677,169	574,996	636,572	61,576	10.71%
						0.00%
Revenues Over/(Under) Expenses	(115,103)	(51,801)	(37,290)	60,095	97,385	-261.16%
BEGINNING NET ASSETS	**516,068**	**400,965**	**349,164**	**311,874**	(37,290)	
ENDING NET ASSETS	**$ 400,965**	**349,164**	**311,874**	**371,969**	60,095	19.27%

ARCHULETA COUNTY
COMPARATIVE BUDGET CHANGES 2011-2014
SOLID WASTE FUND SUMMARY BY DEPARTMENT

DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 PROPOSED BUDGET	Inc/(Dec) Projected 2013 to Proposed 2014	% Inc /-Dec Projected 2013 to Proposed 2014
REVENUES:						
Charges for Services	$ 513,222	624,583	534,577	696,667	162,090	
Interest and Miscellaneous	334	785	3,129	-	(3,129)	
TOTAL REVENUES	**513,556**	**625,368**	**537,706**	**696,667**	158,961	
						0.00%
OPERATING EXPENSES:						0.00%
Solid Waste Admin	157,045	106,499	118,603	129,501	10,898	9.19%
Landfill	298,774	388,563	236,923	338,004	101,081	42.66%
Pagosa Transfer	34,311	40,778	30,428	47,007	16,579	54.49%
Arboles Transfer	12,535	12,654	11,730	20,871	9,141	77.93%
Recycling	39,343	44,238	177,312	47,189	(130,123)	
						0.00%
TOTAL OPERATING EXPENSES	**542,008**	**592,732**	**574,996**	**582,572**	7,576	1.32%
OTHER USES:						
Depreciation Expense	81,844	82,135	-	54,000	54,000	0.00%
Debt Interest	4,807	2,302	-	-	-	0.00%
TOTAL OTHER USES	86,651	84,437	-	54,000	54,000	0.00%
TOTAL EXPENSES	**628,659**	**677,169**	**574,996**	**636,572**	61,576	10.71%
Revenues Over/(Under) Expenses	(115,103)	(51,801)	(37,290)	60,095	97,385	-261.16%
						0.00%
BEGINNING NET ASSETS	**516,068**	**400,965**	**349,164**	**311,874**	(37,290)	-10.68%
Prior Period Adjustments	-	-	-	-	-	0.00%
Invested in Capital Assets	466,045	466,045	410,000	390,000	(20,000)	-4.88%
Committed for Working Capital	90,335	98,789	95,833	97,095	1,263	1.32%
Unassigned	(155,415)	(215,670)	(193,959)	(115,126)	78,832	193,959
						0.00%
ENDING NET ASSETS	**$ 400,965**	**349,164**	**311,874**	**371,969**	60,095	19.27%

ARCHULETA COUNTY
COMPARATIVE BUDGET CHANGES 2011-2014
SOLID WASTE FUND REVENUE

ACCT #	ACCT DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 PROPOSED BUDGET	Inc/(Dec) Projected 2013 to Proposed 2014	% Inc /-Dec Projected 2013 to Proposed 2014
	CHARGES FOR SERVICES						
3.4321.3410	Charges for Services	509,821	614,699	521,183	654,699		
3.4321.5590	Recycling Revenue	3,401	-	-	-		
3.4327.3410	Recylcing Charges for Services	-	9,884	13,394	10,768		
3.4327.5551	Cardboard Revenue	-	-	-	7,200		
3.4327.5552	Plastic Revenue	-	-	-	20,000		
3.4327.5553	Aluminum Revenue	-	-	-	4,000	4,000	0.0%
	Subtotal - Charges for Servcies	513,222	624,583	534,577	696,667	162,090	-14.4%
	MISCELLANEOUS						
3.0000.3950	CCOERA Forfeiture	335	-	1,879	-	(1,879)	0.0%
3.4321.3490	Misc Revenue & Refunds	-	-	-	-	-	0.0%
3.4321.5555	Recycling Rebate	-	785	-	-	-	-100.0%
3.4321.3490	Misc Revenue & Refunds	(1)	-	1,250	-		
	Subtotal - Miscellaneous	334	785	3,129	-		
	Total Solid Waste Revenue	**513,556**	**625,368**	**537,706**	**696,667**	158,961	29.6%

SOLID WASTE

Description

The Archuleta County Solid Waste Department is an enterprise fund consisting of 2 transfer stations and a subtitle D landfill. These facilities provide environmentally sound solid waste disposal and recycling for businesses and residents of Archuleta County. The solid waste department employs 2 transfer station attendants, one recycling coordinator, 2 solid waste equipment and roll-off drivers, and one Solid Waste Director.

Core Services

- Operation of a permitted Solid Waste disposal landfill according to Federal and state solid waste disposal regulations so that the county's solid waste is disposed of in an environmentally sound manner meeting all current regulations.
- Operations of 2 transfer stations, to provide convenient disposal of solid waste to the residents of Archuleta County.
- Operation of recycling facilities to provide for the, processing, and marketing of collected recyclables.
- Provide supportive advice and recommendations for all aspects of proper disposal of additional items not accepted at a solid waste disposal site to provide for sound disposal of those items.

Accomplishments for 2013

- Application for and award of a recycling grant to move our recycling operation to a more profitable venture.
- Expansion of items accepted by our recycling facility to include glass, to save landfill space and create cost savings on future purchases of aggregate for our leachate collection system for phase 4 at the landfill. Broadening the classification of plastics to include 3-7.
- Implement an exception from the state ban on e-waste to reduce illegal disposal of items but strive to create a permanent collection site in Archuleta County.
- Construction of a methane ventilation trench, to reduce methane concentrations appearing at the Archuleta County Landfill.
- Strive to provide for a fully compliant and environmentally sound landfill operation free from any deviation from all regulatory compliance and nuisance conditions.
- Provide continued education on solid waste disposal to the public not only to civic groups, but to school students, on proper disposal and recycling opportunities available in Archuleta County.

2014 Goals

- Continue excavation of cell 4, and continue using cell 3 as the primary disposal area.
- Continue expansion of the recycling program with the implementation of the new baler and strive to find local markets for the items recycled while seeking out the best markets for non-locally used items.
- Continue to work to provide proper disposal of waste tires and develop improved options for the public to comply with the regulations on tire disposal. Assist in cleanup of illegally disposed tires and compliance on tire collection sites.

- Expand public education to provide for a well-informed public, knowledgeable of disposal regulations and the opportunities and advantages of recycling. Public education on how to dispose of difficult items, by posting helpful information on the website, and creation and distribution of flyers to the public.
- Seek out additional markets that could provide additional trash to our landfill, increasing our revenue and improving our operations and cash flow.
- Continue operation to provide for a positive cash flow.
- Addressing citizen's requests-
  - Staff is knowledgeable in regulations and recommended procedures on compliance with solid waste disposal.
  - Citizens can contact the solid waste department either by phone and or website response where contacts are responded to within 48 hours. Calls are all documented at the landfill office.
- Completion of excavation of cell 4 by 2015 to allow for construction and permitting of cell 4 by the spring 2016.
- Complete the conversion from single stream to source separated and processed on site recycling. Encourage public to become involved in our newly developed recycling revenue source, to assist the county with a positive cash flow for recycling, and solid waste.
- We hope to increase the involvement in our recycling program by 30% over 2012 totals. As this material is removed from the waste stream it decreases the volume consumed at our landfill increasing the life expectancy of the landfill.

Key Performance Measures

- Completion of excavation of Cell 4 by 2015, to allow for construction and permitting of Cell 4 by the spring 2016.
- While the current single stream for recycling has established baseline values for our recycling collection we are converting to baling the material. The baling process should not have any effect on the total material recycled. Our goal for 2014 would be to increase recycling by 10% volume over established 2013 values. As material is removed from the waste stream this reflects reduced volume consumed at the landfill.
- Monitor inquiries to the Solid Waste department to determine if adequate education and information is getting to the public to advise them on proper disposal of difficult items.

SOLID WASTE (ADMINISTRATION) - 4321

	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES						
501-3.4321.3410 Charges for Services-Fe	$ 509,820	$ 614,699	$ 521,183	$ 654,699	133,516	25.62%
501-3.4321.3490 Misc Revenue & Refunds	(1)	-	1,250	-	(1,250)	-100.00%
501-3.4321.5555 Recycling Rebate	-	785	-	-	-	0.00%
501-3.4321.5590 Recycling Revenue Aluminum Cans	3,401	-	-	-	-	0.00%
501.3.0000.3911 Transfer In-General Fund	-	58,000	-	-	-	0.00%
501-3.0000.4550 CCOERA Forfeiture	335	-	1,879	-	(1,879)	-100.00%
TOTAL REVENUES	**513,555**	**673,484**	**524,312**	**654,699**	130,387	24.87%
EXPENDITURES						
SALARIES & WAGES:						
FTEs	***1.20***	***0.80***	***0.94***	***0.94***	(0)	-0.53%
501-4.4321.1101 Wages - Regular	58,475	68,503	69,608	72,859	3,251	4.67%
Total Salaries & Wages Cost	**58,475**	**68,503**	**69,608**	**72,859**	3,251	4.67%
BENEFITS:						
501-4.4321.1125 Compensated Absences	9,670	(15,802)	-	-	-	0.00%
501-4.4321.1201 FICA/Medicare	4,342	4,693	5,129	5,574	445	8.68%
501-4.4321.1202 Retirement Plan	2,345	2,731	2,918	2,914	(4)	-0.14%
501-4.4321.1203 Workman's Comp	212	3,571	3,663	6,525	2,862	78.13%
501-4.4321.1204 Unemployment Insurance	205	183	48	219	171	356.25%
501-4.4321.1205 Medical / Dental Insura	7,925	6,163	7,486	8,848	1,362	18.19%
Total Benefits Costs	**24,699**	**1,539**	**19,244**	**24,080**	4,836	25.13%
Total Personnel Costs	**83,174**	**70,042**	**88,852**	**96,939**	8,087	9.10%
OPERATIONS:						
501-4.4321.3203 Auditing & Accounting	1,000	1,000	-	1,000	1,000	0.00%
501-4.4321.4307 Software Maintenance	1,000	1,000	1,000	1,030	30	3.00%
501-4.4321.5302 Postage	65	43	45	100	55	122.22%
501-4.4321.5303 Telephone	1,476	973	1,235	1,000	(235)	-19.03%
501-4.4321.5802 Meals & Entertainment	-	180	-	-	-	0.00%
501-4.4321.5803 Training & Education	-	-	398	100	(298)	-74.87%
501-4.4321.5804 Travel Costs	321	359	209	300	91	43.54%
501-4.4321.5805 Tuition Reimbursement	-	-	-	-	-	0.00%
501-4.4321.6121 Office Supplies	267	241	34	100	66	194.12%
501-4.4321.6125 Uniforms	-	-	-	200	200	0.00%
501-4.4321.6322 GF Admin Fees	68,179	30,659	26,441	26,500	59	0.22%
501-4.4321.6405 Dues & Subscriptions	181	-	389	200	(189)	-48.59%
501-4.4321.6410 Treasurer's Fees	-	766	-	1,532	1,532	0.00%
501-4.4321.7050 Misc. Recycling Expense	1,382	833	-	-	-	0.00%
501-4.4321.7055 Misc Expenditures	-	403	-	500	500	0.00%
Total Operations Costs	**73,871**	**36,457**	**29,751**	**32,562**	2,811	9.45%
OTHER USES:						
501-4.0000.8260 Depreciation Expense	81,844	82,135	-	54,000	54,000	0.00%
501-4.0000.9201 Debt Interest	4,807	2,302	-	-	-	0.00%
501-4.0000.9991 Transfer Out	-	58,000	-	-	-	0.00%
Total Other Uses	**86,651**	**142,437**	**-**	**54,000**	54,000	0.00%
TOTAL EXPENDITURES	**243,696**	**248,936**	**118,603**	**183,501**	64,898	54.72%
REVENUE OVER/(UNDER) EXPENDITURES	**269,859**	**424,548**	**405,709**	**471,198**	65,489	16.14%

SOLID WASTE (LANDFILL) - 4322

	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
EXPENDITURES						
SALARIES & WAGES:						
FTEs	***2.00***	***2.00***	***2.00***	***2.00***		
501-4.4322.1101 Wages - Regular	55,351	60,962	63,240	64,772		
501-4.4322.1102 Wages - OT	5,132	3,052	3,858	3,500		
Total Salaries & Wages Cost	**60,483**	**64,014**	**67,098**	**68,272**		
BENEFITS:						
501-4.4322.1125 Compensated Absences	603	(1,201)	-	300	300	0.00%
501-4.4322.1201 FICA/Medicare	4,031	4,412	4,922	4,955	33	0.67%
501-4.4322.1202 Retirement Plan	2,317.00	2,550.00	2,774.00	2,591.00	(183)	-6.60%
501-4.4322.1203 Workman's Comp	6,053	6,827	7,002	6,607	(395)	-5.64%
501-4.4322.1204 Unemployment Insurance	174	191	64	194	130	203.13%
501-4.4322.1205 Medical / Dental Insura	14,981	14,882	14,217	16,935	2,718	19.12%
Total Benefits Costs	**28,159**	**27,661**	**28,979**	**31,582**	2,603	8.98%
Total Personnel Costs	**88,642**	**91,675**	**96,077**	**99,854**		
OPERATIONS:						
501-4.4322.3206 Medical Services	-	-	-	200	200	0.00%
501-4.4322.3209 Other Professional Services	29,284	46,134	28,619	50,000	21,381	74.71%
501-4.4322.4112 Electric	660	503	881	600	(281)	-31.90%
501-4.4322.4415 Marchinery/Equipment	625	-	-	-	-	0.00%
501-4.4322.4416 Other Rents/Leases	1,319	1,140	1,982	2,700	718	36.23%
501-4.4322.5303 Telephone	438	437	402	450	48	11.94%
501-4.4322.5305 Shipping & Freight	-	-	-	100	100	0.00%
501-4.4322.6124 Small Tools & Equipment	-	-	-	500	500	0.00%
501-4.4322.6125 Uniforms	364	488	173	800	627	362.43%
501-4.4322.6126 Other Operating Supplie	6,541	4,951	4,260	2,500	(1,760)	-41.31%
501-4.4322.6262 Vehicle Care Outside	-	24	9	100	91	1011.11%
501-4.4322.6264 Materials (Repair & Maint)	-	-	3,532	-	(3,532)	-100.00%
501-4.4322.6361 Fuel	47,868	56,535	39,907	50,000	10,093	25.29%
501-4.4322.6364 Fleet Charges	92,349	133,248	52,126	70,000	17,874	34.29%
501-4.4322.6410 Permits and Fees	7,794	27,468	8,921	30,000	21,079	236.29%
501-4.4322.6415 Landfill Closure Costs	22,930	25,795	-	30,000	30,000	0.00%
501-4.4322.7057 SWL- NSF Checks Expense	(40)	165	34	200	166	488.24%
Total Operations Costs	**210,132**	**296,888**	**140,846**	**238,150**	97,304	69.09%
TOTAL EXPENDITURES	**298,774**	**388,563**	**236,923**	**338,004**	101,081	42.66%

SOLID WASTE (PAGOSA TRANSFER STATION)

	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
EXPENDITURES						
SALARIES & WAGES:						
FTEs	***1.00***	***1.00***	***1.00***	***1.00***		
501-4.4323.1101 Wages - Regular	25,787	23,812	19,679	24,059		
Total Salaries & Wages Cost	**25,787**	**23,812**	**19,679**	**24,059**		
BENEFITS:						
501-4.4323.1125 Compensated Absences	(4,192)	339	-	-		
501-4.4323.1201 FICA/Medicare	1,845	1,545	1,460	1,841	381	26.10%
501-4.4323.1202 Retirement Plan	1,035	945	804	962	158	19.65%
501-4.4323.1203 Workman's Comp	2,336.00	2,533.00	2,598.00	2,454.00	(144)	-5.54%
501-4.4323.1204 Unemployment Insurance	78	71	14	72	58	414.29%
501-4.4323.1205 Medical / Dental Insura	3,938	8,809	3,737	13,799	10,062	269.25%
Total Benefits Costs	**5,040**	**14,242**	**8,613**	**19,128**	10,515	122.08%
Total Personnel Costs	**30,827**	**38,054**	**28,292**	**43,187**	14,895	52.65%
OPERATIONS:					-	0.00%
501-4.4323.4112 Electric	1,216	661	485	1,000	515	106.19%
501-4.4323.4364 Materials-Repair/Maintenance	56	149	50	300	250	500.00%
501-4.4323.4416 Other Rents/Leases	1,104	1,080	1,005	1,020	15	1.49%
501-4.4323.5303 Telephone	397	457	402	400	(2)	-0.50%
501-4.4323.6125 Uniforms	583	160	176	600	424	240.91%
501-4.4323.6126 Other Operating Supplies	128	217	18	500	482	2677.78%
Total Operations Costs	**3,484**	**2,724**	**2,136**	**3,820**	1,684	78.84%
TOTAL EXPENDITURES	**34,311**	**40,778**	**30,428**	**47,007**	16,579	54.49%

SOLID WASTE (ARBOLES TRANSFER STATION)

	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
EXPENDITURES						
SALARIES & WAGES:						
FTEs	***0.24***	***0.24***	***0.24***	***0.24***		
501-4.4324.1101 Wages - Regular	-	-	-	-		
501-4.4324.1103 Wages - Part time	9,711	9,488	9,023	9,624		
Total Salaries & Wages Cost	**9,711**	**9,488**	**9,023**	**9,624**		
BENEFITS:						
501-4.4324.1201 FICA/Medicare	735	712	718	736	18	2.51%
501-4.4324.1203 Workman's Comp	956	981	1,006	982	(24)	-2.39%
501-4.4324.1204 Unemployment Insurance	29.00	28.00	9.00	29.00	20	222.22%
Total Benefits Costs	**1,720**	**1,721**	**1,733**	**1,747**	14	0.81%
Total Personnel Costs	**11,431**	**11,209**	**10,756**	**11,371**	615	5.72%
					-	0.00%
OPERATIONS:					-	0.00%
501-4.4324.4112 Electric	644	916	573	600		
501-4.4324.4364 Materials - Repairs	-	96	-	100	100	0.00%
501-4.4324.5303 Telephone	460	433	401	400	(1)	-0.25%
Total Operations Costs	**1,104**	**1,445**	**974**	**1,100**	126	12.94%
CAPITAL OUTLAY:						
501-4.4324.8501 Capital Outlay	-	-	-	8,400	8,400	0.00%
Total Captial Outlay	**-**	**-**	**-**	**8,400**	8,400	0.00%
TOTAL EXPENDITURES	**12,535**	**12,654**	**11,730**	**20,871**	9,141	77.93%

SOLID WASTE (RECYCLING) - 4327

	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES						
501-3.4327.3410 Charges for Services	$ -	$ 9,884	$ 13,394	$ 10,768	(2,626)	-19.61%
501-3.4327.5551 Cardboard Revenue	-	-	-	7,200	7,200	0.00%
501-3.4327.5552 Plastic Revenue	-	-	-	20,000.00	20,000	0.00%
501-3.4327.5553 Aluminum Revenue	-	-	-	4,000	4,000	0.00%
TOTAL REVENUES	**-**	**9,884**	**13,394**	**41,968**	28,574	213.33%
EXPENDITURES						
SALARIES & WAGES:						
FTEs	***1.00***	***1.00***	***1.00***	***1.00***	-	0.00%
501-4.4327.1101 Wages - Regular	26,464	26,082	25,258	25,915	657	2.60%
501-4.4327.1102 Wages - OT	12	-	-	-	-	0.00%
Total Salaries & Wages Cost	**26,476**	**26,082**	**25,258**	**25,915**	657	2.60%
					-	0.00%
BENEFITS:						
501-4.4327.1125 Compensated Absences	(498)	(1,172)	-	-	-	0.00%
501-4.4327.1201 FICA/Medicare	1,755	1,733	1,735	1,983	248	14.29%
501-4.4327.1202 Retirement Plan	1,053	1,043	1,049	1,037	(12)	-1.14%
501-4.4327.1203 Workman's Comp	2,442	2,641	2,709	2,643	(66)	-2.44%
501-4.4327.1204 Unemployment Insurance	79	78	24	78	54	225.00%
501-4.4327.1205 Medical / Dental Insura	8,017	8,503	9,406	10,933	1,527	16.23%
Total Benefits Costs	**12,848**	**12,826**	**14,923**	**16,674**	1,751	11.73%
Total Personnel Costs	**39,324**	**38,908**	**40,181**	**42,589**	2,408	5.99%
OPERATIONS:						
501-4.4327.3209 Hauling Recycling	-	4,348	627	1,000	373	59.49%
501-4.4327.4413 Furniture/Fixtures/Off Eq	-	-	1,232	-	(1,232)	-100.00%
501-4.4327.5401 Advertising	-	-	-	200	200	0.00%
501-4.4327.5910 Fee for Recycle Material	-	836	1,056	2,400	1,344	127.27%
501-4.4327.6126 Other Operating Supplie	19	146	12	1,000	988	8233.33%
Total Operations Costs	**19**	**5,330**	**2,927**	**4,600**	1,673	57.16%
CAPITAL OUTLAY:						
501-4.4327.8510 Capital Outlay - Equipment	-	-	134,204	-	(134,204)	-100.00%
501-4.4327.8520 Capital Outlay - Building	-	-	-	-	-	0.00%
Total Captial Outlay	**-**	**-**	**134,204**	**-**	(134,204)	-100.00%
TOTAL EXPENDITURES	**39,343**	**44,238**	**177,312**	**47,189**	(130,123)	-73.39%
REVENUE OVER/(UNDER) EXPENDITURES	**(39,343)**	**(34,354)**	**(163,918)**	**(5,221)**	158,697	-96.81%

COMPARATIVE BUDGET CHANGES 2011 - 2014
ARCHULETA COUNTY AIRPORT FUND

DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 PROPOSED BUDGET	Inc/(Dec) Projected 2013 to Proposed 2014	% Inc /-Dec Projected 2013 to Proposed 2014
REVENUES:						
Airport Revenues	$ -	$ 331,045	$ 330,461	$ 602,901	$ 272,440	82.4%
TOTAL REVENUES	**-**	**331,045**	**330,461**	**602,901**	272,440	82.4%
EXPENDITURES:						
Operations	-	237,655	228,725	249,992	21,267	9.3%
Capital	-	232,173	226,351	-	(226,351)	-100.0%
Depreciation	-	312,010	-	-	-	0.0%
Debt Principal	-	313,735	326,284	339,336	13,052	4.0%
Debt Interest	-	39,174	26,625	13,573	(13,052)	-49.0%
TOTAL EXPENDITURES	**-**	**1,134,747**	**807,985**	**602,901**	(205,084)	-25.4%
Revenues Over/(Under) Expenditures	-	(803,702)	(477,524)	-	477,524	-100.0%
BEGINNING FUND BALANCE		**-**	**23,782,334**	**23,304,810**	(477,524)	-2.0%
Prior Period Adjustments		24,586,036				
ENDING FUND BALANCE	**$ -**	**$ 23,782,334**	**$ 23,304,810**	**$ 23,304,810**	-	0.0%

AIRPORT

Description

The Airport Management Team works for the Archuleta County Board of County Commissioners and reports to the County Administrator. The main responsibility of the Airport Manager is to ensure the safe, secure and efficient operation of the Airport.

Airport Staff

Two Full Time Staff Members:

- Airport Manager
- Airport Maintenance Supervisor

Core Services

The primary responsibility of the Airport Manager is to ensure the safe, secure and efficient operation of Archuleta County Airport. In order to accomplish this, the Airport Manager works closely with the FAA, CDOT-A and the Transportation Security Administration; these departments formulate the rules and regulations that govern all US Airport operations and security. The Airport Manager must ensure that the Airport follows local, state and federal regulations, and must take any and all necessary action to insure compliance from Airport staff and from representatives of businesses that rent space in the Airport complex.

Following closely behind the mandate for safe Airport policies, the Airport Manager must represent Stevens Field demonstrating the highest ideals of Archuleta County when dealing with employees, County departments, businesses, agencies, visitors and the citizens of Archuleta County.

Archuleta County Airport plays an integral role in the community, both in the areas of safety and economics.

- We provide a staging area for the U.S. Forest Service fire fighting teams, both ground and air, that otherwise would have to come from Durango – La Plata Airport increasing response times.
- We provide access for air ambulance services providing care and EMS transportation for residents and visitors.
- We provide a staging area for Denver based, Civil Air Patrol used for Search and Rescue in Archuleta County,
- From an economic standpoint, we provide access for hundreds of visitors, hunters, fishermen and other sportsmen and vacationers who come to enjoy the many recreational opportunities that Pagosa and Archuleta County offer and provide economic stimulus.

Accomplishments 2013 (*one time projects in addition to standard daily work*)

- Completed grant / purchase for Triangle of Land from Do Over Enterprises, LLC.
- Facilitated the BoCC to vacate a public easement on above mentioned Triangle of Land.
- Completed exchange of “TTF Easement” for Piedra Automotive for direct access easement.
- Drafted MOU for Sheriff’s Office use of Airport property and received approval by BoCC.
- Cleaned and furnished the Nick’s Hangar Conference Room for use by all County Departments.
- Officially changed job description of Maintenance Tech to Maintenance Supervisor to more accurately represent job responsibilities.

- Got Airport Layout Plan: Building Site Plan, including new large hangar / commercial hangar development approved by FAA.
- BoCC officially acknowledged and signed a document stating that the property which includes Nick's and the 2nd Airport Building is within the Airport Boundary and specified it exclusively for Aeronautical use.
- Purchased a new utility vehicle for Airport to replace use of personal equipment.
- Held annual Trash Pickup Day at Airport June 24, 2013
- Negotiated 3 contracts with the USFS / invoiced all 3 contracts and distributed funds.
  #1 Airport, EOC and Nick's
  #2 Avjet
  #3 Cloman Park
- Developed a Facilitation Book re: *USFS Usage of Archuleta County Airport and Surrounding Property*.
- Established a cooperative weed program for hangars on Bravo with hangar tenants.
- Professionally Crack Sealed and Fog Coated Taxiway Bravo for FOD control and to extend the life of the taxiway.
- Negotiated the removal of an abandoned aircraft from Stevens Field without legal proceedings

2014 Goals

- Revise the Capital Improvement Program (CIP) through 2018 with County, State, Federal Government
- Complete the Airport Operation Manual
- Work with the Airport Advisory Committee to organize historical documents for Stevens Field
- Obtain Federal and State grants to resurface RW 01/19 and Taxiway Alpha

Performance Indicators:

You must think outside the box when considering performance indicators for the Airport. Rather than performance, we strive to achieve Airport goals, primarily to insure a safe and efficiently managed Airport, including but not limited to:

- A Safe environment for all operations at the Airport.
- B. Compliance with all FAA requirements.
- C. Aesthetic appeal of the grounds.
- D. Maintaining all aeronautical systems in good working order to facilitate ease of use.
- E. Keeping Airport closures to a minimum.
- F. Maintaining good Pilot / Tenant Relations

1. Tenant/Pilot Airport Meetings 9:00am Saturdays: Airport Manager "State of the Airport" report discussing projects that are in progress and those that are pending, followed by one hour of office time if needed. This provides an opportunity for Airport tenants and aviation visitors to become aware of the efforts that are being made to achieve our goal of a safe, efficiently administered Airport. It provides an opportunity for pilots, tenants and visitors to have input into the operation of the Airport.
2. Concern & Complaint Resolution: Maintaining records of concerns regarding the Airport and operations. Although we cannot control or lessen the number of aviation concerns, we strive for successful resolution of each issue.

Dollars spent on operations at Archuleta County Airport – Stevens Field return their value many times over, whether by enhancing the safety aspect of our community and the residents, or by providing access to visitors who arrive by plane and whose financial contributions are greatly beneficial and critical to the economic health of our area.

Key Performance Measures

- Administer bi-annual Tenant/Pilot Airport Satisfaction Surveys to make sure that the Airport Management Team continues to be customer friendly and responsive.
- Resolve complaints and concerns in a timely manner to maintain a positive atmosphere.
- Complete and administer an Airport Operations manual in order to provide accountability through checklists and an understanding of what is required to effectively and efficiently manage the Airport which will be valuable to current and future employees.

ARCHULETA COUNTY AIRPORT

	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES						
504-3.0000.3911 Transfer In-General Fund	$ -	$ -	$ -	$ 499,857	499,857	0.00%
504-3.0000.3154 Fuel Tax	-	25,192	30,242	15,000	(15,242)	-50.40%
504-3.5502.3313 Federal Grants FAA Capital	-	170,468	13,340	-	(13,340)	-100.00%
504-3.5502.3343 State Grants Capital	-	33,784	180,000	-	(180,000)	-100.00%
504-3.5502.3412 Fuel Flow	-	10,885	10,179	8,000	(2,179)	-21.41%
504-3.5502.3414 Airport Fees	-	9,734	11,596	8,000	(3,596)	-31.01%
504-3.5502.3822 Land Lease	-	51,291	55,392	53,000	(2,392)	-4.32%
504-3.5502.3823 FBO Rent		12,000	12,000	12,000	-	0.00%
504-3.5502.3824 Hangar Rent	-	7,808	6,449	7,044	595	9.23%
504-3.5502.4550 Expense Reimbursement	-	9,615	10,888	-	(10,888)	-100.00%
504-3.5502.5590 Airport Misc Revenue & Ref	-	268	375	-	(375)	-100.00%
TOTAL REVENUES	**-**	**331,045**	**330,461**	**602,901**	272,440	82.44%
EXPENDITURES						
SALARIES & WAGES:						
FTEs	**-**	***2.00***	***2.00***	***2.00***	-	0.00%
504-4.5502.1101 Wages- Regular	-	79,661	81,081	84,988	3,907	4.82%
504-4.5502.1102 Wages - Overtime	-	-	-	-	-	0.00%
504-4.5502.1103 Wages - Part-time	-	2,860	6,750	6,895	145	2.15%
Total Salaries & Wages	**-**	**82,521**	**87,831**	**91,883**	4,052	4.61%
BENEFITS:						
504-4.5502.1201 FICA/Medicare	-	6,341	6,965	7,029	64	0.92%
504-4.5502.1202 Retirement Plan	-	3,177	3,383	3,400	17	0.50%
504-4.5502.1203 Workman's Comp	-	5,958	6,111	5,842	(269)	-4.40%
504-4.5502.1204 Unemployment Insurance	-	249	82	276	194	236.59%
504-4.5502.1205 Medical / Dental	-	119	124	129	5	4.03%
Total Benefits Costs	**-**	**15,844**	**16,665**	**16,676**	11	0.07%
Total Personnel Costs	**-**	**98,365**	**104,496**	**108,559**	4,063	3.89%
OPERATIONS:						
504-4.5502.3209 Other Professional Services	-	2,220	6,867	8,000	1,133	16.50%
504-4.5502.4110 Water & Sewer Services	-	387	255	324	69	27.06%
504-4.5502.4111 Disposal Services	-	1,310	1,752	1,404	(348)	-19.86%
504-4.5502.4112 Electric	-	6,425	3,934	5,065	1,131	28.75%
504-4.5502.4113 Gas	-	1,899	1,748	2,640	892	51.03%
504-4.5502.4301 Building/Structures - R&M	-	15,589	1,844	2,000	156	8.46%
504-4.5502.4305 Equipment-R&M	-	3,219	-	-	-	0.00%
504-4.5502.4306 Roads/Pagement	-	10,424	41,046	22,000	(19,046)	-46.40%
504-4.5502.4308 Snow Removal	-	15,957	10,196	30,000	19,804	194.23%
504-4.5502.4309 Other Maintenance & Repair	-	981	2,481	4,000	1,519	61.23%
504-4.5502.4310 Agricultural/Landscaping	-	1,595	5,651	3,000	(2,651)	-46.91%
504-4.5502.4318 Building Materials - R&M	-	-	-	-	-	0.00%
504-4.5502.4367 Other Maintenance & Repair	-	16,581	12,992	16,000	3,008	23.15%
504-4.5502.4415 Machinery & Equipment	-	500	9,220	3,500	(5,720)	-62.04%
504-4.5502.4416 Rents	-	1,200	1,535	1,700	165	10.75%
504-4.5502.5203 Other Insurance	-	3,980	3,881	4,200	319	8.22%
504-4.5502.5302 Postage	-	183	145	300	155	106.90%
504-4.5502.5303 Telephone	-	2,703	2,505	3,000	495	19.76%
504-4.5502.5401 Advertising/Publishing	-	1,229	1,116	3,000	1,884	168.82%
504-4.5502.5803 Training and Education	-	5,781	815	3,000	2,185	268.10%
504-4.5502.5804 Travel Costs	-	-	224	2,000	1,776	792.86%

	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
504-4.5502.5910 Permits and Fees	-	425	615	500	(115)	-18.70%
504-4.5502.6117 Janitorial Supplies	-	116	1,598	500	(1,098)	-68.71%
504-4.5502.6121 Office Supplies	-	1,781	1,309	500	(809)	-61.80%
504.4.5502.6124 Small Tools & Equipment	-	-	-	-	-	0.00%
504.4.5502.6125 Uniforms	-	772	750	600	(150)	-20.00%
504.4.5502.6126 Other Operating Supplies	-	(2,688)	-	-	-	0.00%
504.4.5502.6128 Fuel	-	6,343	4,183	6,500	2,317	55.39%
504-4.5502.6364 Fleet Charges	-	23,228	7,127	17,000	9,873	138.53%
504-4.5502.6405 Dues & Subscriptions	-	675	440	700	260	59.09%
504-4.5502.7452 Contractual Construction	-	16,472	-	-	-	0.00%
Total Operations Costs	**-**	**139,287**	**124,229**	**141,433**	17,204	13.85%
CAPITAL OUTLAY:						
504-4.5502.8505 Capital Outlay-Vehicle	-	36,168	9,650	-	(9,650)	-100.00%
504-4.5502.8510 Capital Outlay-Equipment	-	187,105	18,111	-	(18,111)	-100.00%
504-4.5502.8515 Capital Outlay-Improvements	-	8,900	-	-	-	0.00%
504-4.5502.8530 Land Purchase	-	-	198,590	-	(198,590)	-100.00%
504-4.5502.9510 Depreciation Expense	-	312,010	-	-	-	0.00%
Total Capital Outlay	**-**	**544,183**	**226,351**	**-**	(226,351)	-100.00%
DEBT EXPENDITURES:						
504-4.5502.9200 Principal	-	313,735	326,284	339,336	13,052	4.00%
504-4.5502.9201 Interest	-	39,174	26,625	13,573	(13,052)	-49.02%
Total Debt Expenditures	**-**	**352,909**	**352,909**	**352,909**	-	0.00%
TOTAL EXPENDITURES	**-**	**1,134,744**	**807,985**	**602,901**	(205,084)	-25.38%
REVENUE OVER/(UNDER) EXPENDITURES	**-**	**(803,699)**	**(477,524)**	**-**	477,524	-100.00%

ARCHULETA COUNTY
COMPARATIVE BUDGET CHANGES 2011 - 2014
FLEET MANAGEMENT FUND BY PROGRAM

DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 PROPOSED BUDGET	Inc/(Dec) Projected 2013 to Proposed 2014	% Inc /-Dec Projected 2013 to Proposed 2014
REVENUES:						
Intragovernmental Fleet Chgs for Svc	1,131,467	1,386,966	1,106,184	1,191,272	85,088	7.7%
Charges for Services (Outside)	2,506	1,884	1,425	2,000	575	40.4%
Insurance Reimbursements	12,920	20,635	8,011	-	(8,011)	-100.0%
Miscellaneous Revenue	810	3,581	-	-	-	0.0%
TOTAL REVENUES	**1,147,703**	**1,413,066**	**1,115,620**	**1,193,272**	77,652	7.0%
OPERATING EXPENSES:	1,141,428	1,078,230	965,270	1,146,833	181,563	18.8%
DEPRECIATION	421,703	345,047	-	350,000	350,000	0.0%
CAPITAL OUTLAY	-	-	9,729	75,000	65,271	670.9%
DEBT INTEREST	7,198	-	-	-	-	0.0%
TOTAL EXPENSES	**1,570,329**	**1,423,277**	**974,999**	**1,571,833**	596,834	61.2%
OTHER SOURCES/(USES)						
Capital Contributions	1,067,959	-	-	-	-	0.0%
Transfers In/(Out) - GF	175,874	-	-	378,560	378,560	0.0%
Changes in Net Assets	821,207	(10,211)	140,621	(1)	(140,622)	-100.0%
BEGINNING NET ASSETS*	**-**	**821,207**	**810,996**	**951,617**	140,621	17.3%
Ending Net Assets Breakdown						
Committed for Working Capital	285,357	269,558	241,318	286,708	45,391	18.8%
Unassigned	535,850	541,439	710,300	664,908	(45,392)	-6.4%
ENDING NET ASSETS	**$ 821,207**	**$ 810,996**	**$ 951,617**	**$ 951,616**	(1)	0.0%

** Fleet Management reclassified as a Proprietary Fund, Internal Service Fund at 1/1/2011.*

FLEET SERVICES

Mission Statement

The Archuleta County Fleet Services Department is responsible for the maintenance of all vehicles and heavy equipment owned and used by Archuleta County. The department maintains everything from small gasoline powered pumps up to large motor graders. The department is made up of a shop foreman, three mechanics, and a production control specialist.

Core Services

- Continuously maintains Archuleta County vehicles to a state of safe and operable condition.
- Complete all aspects of the scheduled and unscheduled services that are required to keep fleet vehicles running such as:
    - Oil Services
    - Tire Rotation
    - Brakes
    - Teeth and Edge Replacement
    - Lighting
    - Safety aspects such as beacons or seatbelts.
- Fabrication, maintenance, and repairs to all plows, wings, and mounted equipment.
- Complete as much work as possible in house with the exception of front end or all wheel alignments, certain aspects of H.V.A.C., some windshield replacements and some Electronic Computer Controlled diagnostics and repair.

2013 Accomplishments

- Have maintained a work order load of between 20 to 80 open work orders.
- As of 08/05/13 we have completed and closed 924 repair orders since 01/01/2013 with 52 currently pending. By the year end this number will be around 1600.
- We have continuously maintained and repaired the county's fleet as timely and cost effective as possible, to safe and operational standards.
- This is the first year since 2003 that Fleet has not had to replace an employee.

2014 Performance Goals

- Improve training for team members.
- Continued replacement of vehicles and equipment
- Have an auction to liquidate old vehicles and equipment not being used.
- Continue to keep Archuleta County's fleet in safe and operational condition.

Key Performance Measures

- Review, update and present a total County fleet maintenance and/or replacement schedule for all rolling stock.
- Develop an inventory system to assure that required parts and materials are in stock, to complete necessary repairs without delays in the schedule.
- Include all rolling stock in the Fleet Program by July 2014.
- Develop procedures and processes for the retirement and liquidation of rolling stock, per the approved schedule.

FLEET SERVICES

	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
REVENUES						
607-3.0000.4550 CCOERA Forfeiture	$ -	$ 1,682	$ -	$ -		
607-3.4955.3410 Intragovernmental Fleet	1,131,467	1,386,966	1,106,184	1,191,272	85,088	7.69%
607-3.4955.3415 Charges for Services	2,506	1,884	1,425	2,000	575	40.35%
607-3.4955.4522 Insurance Reimbursement	12,920	20,636	8,011	-	(8,011)	-100.00%
607-3.4955.4550 Refund of Expenditures	810	1,899	-	-	-	0.00%
TOTAL REVENUES	**1,147,703**	**1,413,067**	**1,115,620**	**1,193,272**	77,652	6.96%
EXPENDITURES						
SALARIES & WAGES:						
FTEs	***5.00***	***5.00***	***5.00***	***5.00***	-	0.00%
607-4.4955.1101 Wages - Regular	230,609	203,662	178,528	196,679	18,151	10.17%
607-4.4955.1102 Wage - Overtime	4,645	6,823	2,361	5,000	2,639	111.77%
607-4.4955.1104 Wages- Tool Allowance	7,211	7,298	6,548	7,500	952	14.54%
607.4.4955.1125 Compensated Absences	19,230	(13,950)	-	10,000	10,000	0.00%
Total Salaries & Wages Cost	**261,695**	**203,833**	**187,437**	**219,179**	31,742	16.93%
BENEFITS:						
607-4.4955.1201 FICA / Medicare	17,628	16,347	14,748	15,620	872	5.91%
607-4.4955.1202 Retirement	9,620	8,833	7,890	8,167	277	3.51%
607-4.4955.1203 Workman's Compensation	12,849	8,717	9,126	11,586	2,460	26.96%
607-4.4955.1204 Unemployment Insurance	544	594	178	613	435	244.38%
607-4.4955.1205 Medical / Dental Insura	22,203	11,384	6,362	7,383	1,021	16.05%
Total Benefits Costs	**62,844**	**45,875**	**38,304**	**43,369**	5,065	13.22%
Total Personnel Costs	**324,539**	**249,708**	**225,741**	**262,548**	36,807	16.30%
OPERATIONS:						
607-4.4955.3206 Medical Services	2,316	683	1,092	-	(1,092)	-100.00%
607-4.4955.3209 Other Professional Services	-	-	-	1,400		
607-4.4955.4112 Electric	7,919	4,976	6,200	8,000	1,800	29.03%
607-4.4955.4113 Gas	2,847	3,725	2,898	5,000	2,102	72.53%
607-4.4955.4115 Water & Sewer	621	994	1,239	1,100	(139)	-11.22%
607-4.4955.4301 Buildings - R&M	3,606	233	-	1,000	1,000	0.00%
607-4.4955.4307 Software Maintenance	4,095	1,100	1,100	2,000	900	81.82%
607-4.4955.4364 Supplies for Machinery	287,790	254,663	261,440	270,000	8,560	3.27%
607-4.4955.5303 Telephone	531	2,028	1,986	2,400	414	20.85%
607-4.4955.5305 Shipping & Freight	4,203	5,056	4,546	6,000	1,454	31.98%
607-4.4955.5803 Training & Education	-	-	-	-	-	0.00%
607-4.4955.5920 Penalties & Interest	367	-	-	-	-	0.00%
607-4.4955.6121 Office Supplies	50	7	187	200	13	6.95%
607-4.4955.6124 Small Tools & Equipment	3,300	4,241	4,735	4,000	(735)	-15.52%
607-4.4955.6125 Uniforms	2,055	2,172	3,724	3,000	(724)	-19.44%
607-4.4955.6126 Other Operating Supplie	22,473	18,688	22,498	22,000	(498)	-2.21%
607-4.4955.6161 Fuel	365,090	393,519	317,056	405,000	87,944	27.74%
607-4.4955.6162 Inventory Tires	73,420	56,104	29,775	64,000	34,225	114.95%
607-4.4955.6163 Inventory Items & Mater	36,205	47,161	47,311	50,000	2,689	5.68%
607-4.4955.6322 GF Admin Fees	-	33,172	33,742	39,185	5,443	16.13%
607-4.4955.7413 Office Machinery & Equi	-	-	-	-	-	0.00%
Total Operations Costs	**816,888**	**828,522**	**739,529**	**884,285**	144,756	19.57%
OTHER USES:						
607-4.4955.8508 Capital Outlay Vehicls	-	-	9,729	75,000		
607-4.4955.9201 Debt Interest	7,198	-	-	-	-	0.00%
607-4.4955.9510 Depreciation Expense	421,703	345,047	-	350,000	350,000	0.00%
607-4.4955.9920 Transfer Out-Loan	-		-	-	-	0.00%
Total Other Uses	**428,901**	**345,047**	**9,729**	**425,000**	415,271	4268.38%

	2011 ACTUAL	2012 ACTUAL	2013 PROJECTED YEAR END	2014 REQUESTED BUDGET	DOLLAR INC/ (DEC)	% INC/ (DEC)
TOTAL EXPENDITURES	**1,570,328**	**1,423,277**	**974,999**	**1,571,833**	596,834	61.21%
OTHER SOURCES:						
607-3.0000.9510 Capital Contribution	1,067,959		-	-	-	0.00%
607-3.9000.9910 Transfer In	175,874		-	378,560	378,560	0.00%
Total Other Sources	**1,243,833**	**-**	**-**	**378,560**	378,560	0.00%
REVENUE OVER/(UNDER) EXPENDITURES	**$ 821,208**	**$ (10,210)**	**$ 140,621**	**$ (1)**	(140,622)	-100.00%

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1 of 2 RES R$0.00 D$0.00 Archuleta County

(2)

RESOLUTION NO. 2013- 79

ARCHULETA COUNTY, COLORADO

RESOLUTION TO ADOPT BUDGET

(Pursuant to 29-1-108, C.R.S.)

A RESOLUTION SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND AND ADOPTING A BUDGET FOR ARCHULETA COUNTY, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY, 2014, AND ENDING ON THE LAST DAY OF DECEMBER, 2014.

WHEREAS, the Board of County Commissioners of Archuleta County has appointed Larry Augsbury, County Finance Director to prepare and submit a proposed budget to said governing body at the proper time; and

WHEREAS, the Budget Officer submitted a proposed budget to this governing body on October 15, 2013, for its consideration; and

WHEREAS, upon due and proper notice, published or posted in accordance with the law, said proposed budget was open for inspection by the public at a designated place, public hearings were held on October 15, 2013 and November 20, 2013 and interested taxpayers were given the opportunity to file or register any objections to said proposed budget; and

WHEREAS, whatever increases may have been made in the expenditures, like increases were added to the revenues or planned to be expended from reserves/fund balances so that the budget remains in balance, as required by law.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF ARCHULETA COUNTY, COLORADO;

Section 1. That the budget as submitted, amended, and summarized by fund, hereby is approved and adopted as the budget of Archuleta County, Colorado for the year stated above:

2014 BUDGET		
FUND NAME	REVENUES	EXPENDITURES
General	$ 9,577,421	$ 9,568,723
Road & Bridge	6,973,498	7,158,232
DHS	4,196,896	4,189,292
1A Fund	-	877,308
Archuleta Combined Dispatch	581,255	719,778
Conservation Trust	102,728	102,727
Fairfield Settlement	650	300,000
Solid Waste	696,667	636,572
Airport	602,901	602,901
Fleet Management	1,571,832	1,571,833
	$ 24,303,848	$ 25,727,366

Rtn

JUNE MADRID
RESOLUTIONS

Section 2. That the budget hereby approved and adopted shall be signed by the Chairman of the Archuleta County Board of County Commissioners and made part of the public records of the County.

DONE AND ADOPTED IN PAGOSA SPRINGS, ARCHULETA COUNTY, COLORADO, on this 13th day of December, 2013.

ATTEST

June Madrid, County Clerk

BOARD OF COUNTY COMMISSIONERS

Steve Wadley, Vice-Chairman

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2 of 2 RES R$0.00 D$0.00 Archuleta County

(2)

RESOLUTION NO. 2013- 80

ARCHULETA COUNTY, COLORADO

RESOLUTION TO APPROPRIATE SUMS OF MONEY

(Pursuant to Section 29-1-108, C.R.S.)

A RESOLUTION APPROPRIATING SUMS OF MONEY TO THE VARIOUS FUNDS AND SPENDING AGENCIES, IN THE AMOUNT AND FOR THE PURPOSE AS SET FORTH BELOW, FOR ARCHULETA COUNTY, COLORADO FOR THE 2014 BUDGET YEAR.

WHEREAS, the Board of County Commissioners of Archuleta County previously adopted the annual budget in accordance with the Local Government Budget Law, on December 13th, 2013; and

WHEREAS, the Board of County Commissioners of Archuleta County has made provision therein for revenues in an amount equal to or greater than the total proposed expenditures as set forth in said budget law; and

WHEREAS, it is not only required by law, but also necessary to appropriate the revenues and reserves of fund balances provided in the budget to and for the purposes described below, thereby establishing a limitation on expenditures for the operations of Archuleta County, Colorado

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF ARCHULETA COUNTY, COLORADO;

Section 1. That the following revised sums are hereby appropriated from the revenue of each fund, to each fund, for the purposes stated:

FUND	OPERATING EXPENDITURES	CAPITAL OUTLAY	DEBT SERVICE	TOTAL APPROPRIATIONS
General	$ 9,063,223	$ 505,500	$ -	$ 9,568,723
Road & Bridge	6,685,588	45,000	427,644	7,158,232
DHS	4,189,292	-	-	4,189,292
1A Fund	567,308	310,000	-	877,308
Archuleta Combined Dispatch	664,114	-	55,664	719,778
Conservation Trust	30,000	-	72,727	102,727
Fairfield Settlement	300,000	-	-	300,000
Solid Waste	636,572	-	-	636,572
Airport	249,992	-	352,909	602,901
Fleet Management	1,496,833	75,000	-	1,571,833
Totals	**$ 23,882,922**	**$ 935,500**	**$ 908,944**	**$ 25,727,366**

Rtn:

JUNE MADRID
RESOLUTIONS

DONE AND ADOPTED IN PAGOSA SPRINGS, ARCHULETA COUNTY, COLORADO, on this 13th day of December, 2013.

ATTEST:

June Madrid, County Clerk

BOARD OF COUNTY COMMISSIONERS

Steve Wadley, Vice-Chairman

_____ County Tax Entity Code

DOLA LGID/SID _____ / _____

CERTIFICATION OF TAX LEVIES for NON-SCHOOL Governments

TO: County Commissioners[1] of ARCHULETA COUNTY, Colorado.

On behalf of the ARCHULETA COUNTY, (taxing entity)[A]

the BOARD OF COUNTY COMMISSIONERS (governing body)[B]

of the COUNTY OF ARCHULETA (local government)[C]

Hereby officially certifies the following mills to be levied against the taxing entity's GROSS assessed valuation of: $ 289,044,330 (GROSS[D] assessed valuation, Line 2 of the Certification of Valuation Form DLG 57[E])

Note: If the assessor certified a NET assessed valuation (AV) different than the GROSS AV due to a Tax Increment Financing (TIF) Area[F] the tax levies must be calculated using the NET AV. The taxing entity's total property tax revenue will be derived from the mill levy multiplied against the NET assessed valuation of: $ 289,044,330 (NET[G] assessed valuation, Line 4 of the Certification of Valuation Form DLG 57)

Submitted: 12/10/13 (mm/dd/yyyy) for budget/fiscal year 2014 (yyyy).
(not later than Dec. 15)

PURPOSE (see end notes for definitions and examples)	LEVY[2]		REVENUE[2]
1. General Operating Expenses[H]	18.233	mills	$ 5,270,145
2. <**Minus**> Temporary General Property Tax Credit/ Temporary Mill Levy Rate Reduction[I]	< >	mills	$< >
SUBTOTAL FOR GENERAL OPERATING:		**mills**	$
3. General Obligation Bonds and Interest[J]		mills	$
4. Contractual Obligations[K]		mills	$
5. Capital Expenditures[L]		mills	$
6. Refunds/Abatements[M]	.131	mills	$ 37,865
7. Other[N] (specify):		mills	$
		mills	$
TOTAL: [Sum of General Operating Subtotal and Lines 3 to 7]	18.364	**mills**	$ 5,308,010

Contact person: (print) Larry A. Augsbury

Daytime phone: (970) 264-8556

Signed: [signature]

Title: Finance Director

Include one copy of this tax entity's completed form when filing the local government's budget by January 31st, per 29-1-113 C.R.S., with the Division of Local Government (DLG), Room 521, 1313 Sherman Street, Denver, CO 80203. Questions? Call DLG at (303) 866-2156.

[1] If the taxing entity's boundaries include more than one county, you must certify the levies to each county. Use a separate form for each county and certify the same levies uniformly to each county per Article X, Section 3 of the Colorado Constitution.
[2] Levies must be rounded to three decimal places and revenue must be calculated from the total *NET assessed valuation* (Line 4 of Form DLG57 on the County Assessor's *final* certification of valuation).