

**2020**



**BUDGET**



**VERMILLION FALLS**

*Moffat County... Colorado's Great Northwest*

*Adopted December 10, 2019*









## Acknowledgements

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### **Finance**

Mindy Curtis  
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Thank you to all Department Heads, Elected Officials and employees who provided information for the successful compilation of the 2020 Budget.



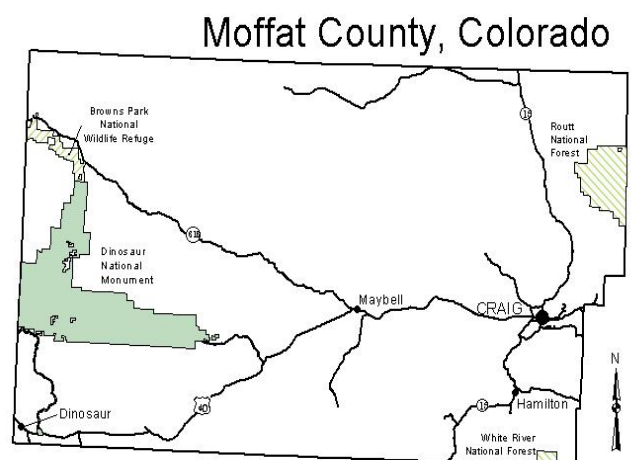
# MOFFAT COUNTY VISION STATEMENT

**“Leading the way to excellence  
in serving the citizens of Moffat  
County”**

# MOFFAT COUNTY MISSION STATEMENT

**“To improve the quality of life in  
Moffat County by providing  
essential services through and  
with leadership, teamwork and  
integrity”**

**We serve  
The people  
*Of Moffat County***  
Our customers are the  
people throughout





Moffat County. This includes the employees that serve beside us.

Our service is our only product. Our responsibility is to deliver this product as courteous, responsive and cost effective as we can.

Moffat County provides each of us an equal opportunity and harassment free environment. This environment insures open communication, the free exchange of ideas, and concepts empowering each of us to contribute to Moffat County to the full extent of our ability.



# Moffat County, Colorado

## 2020 Budget

### Elected Officials

Board of County Commissioners	Ray Beck Donald Broom Don Cook
Clerk and Recorder	Tammy Raschke
Treasurer and Public Trustee	Linda Peters
Assessor	Chuck Cobb
Sheriff	KC Hume
District Attorney	Matt Karzen
Coroner	Jesse Arthurs
Surveyor	Peter Epp

### Appointed Officials

County Attorney	Rebecca Tyree
Development Services	Roy Tipton
Emergency Management	Vacant
Fairgrounds/Cemetery	Bill Sixkiller
Finance	Mindy Curtis
Grounds/Parks & Rec/Freeman	Lennie Gillam
Housing Authority	Suzanne Hope
Human Resources	Lynnette Siedschlaw
Human Services	Annette Norton
Information Technology	Mason Siedschlaw
Library	Keisha Bickford
Museum	Dan Davidson
Natural Resources	Jeff Comstock
Pest Management	Jesse Schroeder
Public Health	Kari Ladrow
Road Maintenance	Dan Miller
Veteran's Service Officer	Ed Wilkinson



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Board of Moffat County Commissioners  
Don Cook · Ray Beck · Donald Broom  
District 1      District 2      District 3  
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## 2020 BUDGET MESSAGE

Submitted herein is the Moffat County Budget for 2020. The 2020 Budget is created through a compilation of figures submitted by elected officials, department heads and boards. This budget is balanced as required by Colorado law (C.R.S 29-1-103(2)). In addition to the Moffat County Budget are the budgets for the component units, where the Moffat County Board of Commissioners either serves as the Board of Directors or appoints the Board of Directors for the entities.

## THE INCLUSION OF THE MEMORIAL HOSPITAL BUDGET WITHIN THE COUNTY BUDGET

The Memorial Hospital is a legally separate organization, not operated by the Board of County Commissioners pursuant to CRS 25-3-304. The County Commissioners appoint the Board for The Memorial Hospital and The Memorial Hospital is a component unit of the county so that The Memorial Hospital's budget is included with the County's budget.

## BUDGET SUMMARY

The budget document is submitted as a one year operating plan setting forth the required and discretionary expenditures for public service. In order to balance the budgeted expenditures, the fund balance reserves beyond expected revenues are used from previous years.

The 2020 Moffat County Proposed Budget totals \$111,610,231 which is \$3,114,410 or (2.71%) less than the 2019 budget of \$114,724,621. The budget is funded with revenue estimates and anticipated fund balances.

**The Memorial Hospital, as an enterprise, is the county's largest component unit budget. The 2020 Memorial Hospital Budget totals \$70,783,363, a decrease of 7.44% or \$5,685,695 less than their 2019 budget of \$76,469,058.** The remaining Moffat County Budget, without the Memorial Hospital component unit, is \$40,826,868, an increase of 6.72% or \$2,571,285 more than the 2019 budget of \$38,255,583.

## HISTORIC SPENDING

Below is the historical spending since 2014 for both the Hospital and County.

	Hospital	County	Total
2019 (estimated)	\$68,560,680	\$36,897,023	\$105,457,703
2018 (actual)	\$63,271,788	\$34,242,956	\$97,514,744
2017 (actual)	\$53,282,337	\$34,732,581	\$88,014,918
2016 (actual)	\$45,154,145	\$38,178,250	\$83,332,395
2015 (actual)	\$39,359,286	\$43,796,736	\$83,156,022
2014 (actual)	\$36,426,097	\$42,113,512	\$78,539,609



## FACTORS INFLUENCING THE 2020 BUDGET DEVELOPMENT

In order to determine expenditure levels historic trends and projections have been made while incorporating expenditure management to afford services.

**Personnel:** It has been the commissioner's goal, as mentioned in the 2019 budget, to reinstate the cost of living in order to compensate the county's dedicated and hardworking employees. The last cost of living was in the 2017 budget. There is a 3% cost of living adjustment to the employees in the 2020 budget. Due to budget constraints, this is the second cost of living adjustment to the employees since 2013, while the consumer price index has risen 18.57% as shown in the chart below:

Year	County Employee	CPI	
2013	3%	3.69%	
2014	-	2.80%	
2015	-	1.18%	
2016	-	2.80%	
2017	2%	3.40%	
2018	-	2.70%	
2019	-	2.00%	* Half Year Estimates
2020	3%		
<b>Totals</b>	<b>8%</b>	<b>18.57%</b>	

The county is also experiencing a rise in health insurance benefits impacting department's budget. For 2020, this has resulted in \$1.2 million in additional benefit costs among departments.

**Operating:** Moffat County's budget consists of limited increases in operating expenses mainly due to utility, fuel, casualty and property insurance increases to those budgets affected.

**Capital:** Moffat County's Capital Improvement Plan (CIP) is based off of scoring mechanisms to identify the highest replacement need from usage. For example: equipment or older vehicles that may have useful life due to low miles or hours may not be in high need of replacement and will stay on the rotation until the equipment or vehicle is scored for highest replacement need. This method ensures that citizens have best use for tax dollars and in addition, projected road improvements and maintenance has been reduced due to lack of funds for those improvement needs.

## REVENUE

The 2020 budget has increased \$420,334 in interest revenue due to current banking changes. This increase is used towards the employee cost of living adjustment as well as the increase insurance premiums.

The county is also experiencing an increase in sales tax and has a budgeted increase of 5% or \$132,192 from the 2019 budget.

## REVENUE TRENDS FOR THE COUNTY (DOES NOT INCLUDE HOSPITAL)

In order to determine the revenues available for the future, **in a natural resource based economy**, 5 year projections for revenues and budgetary costs have been used beyond the 2020 budget.

Due to the 5 year projections, the funds identified of most concern include: General, Road & Bridge, Airport, Senior Citizens, Jail and Human Services as identified in the chart to follow:



## 2020 MOFFAT COUNTY FUNDS OF TOP CONCERN

Funds Include: General, Road & Bridge, Airport, Senior Citizens, Jail and Human Services.

Long Term Financial Forecasting										
						2021	2022	2023	2024	2025
		2017 Actual	2018 Actual	2019 Estimate	2020 Budget	Projection	Projection	Projection	Projection	Projection
Property Taxes		7,813,290	7,926,492	8,397,828	8,471,673	7,990,460	7,741,694	7,502,396	7,270,196	7,044,880
Sales Taxes		3,098,737	3,526,951	3,418,665	2,988,344	2,988,344	2,988,344	2,988,344	2,988,344	2,988,344
Specific Ownership Taxes		887,200	885,177	800,000	800,000	800,000	800,000	800,000	800,000	800,000
License & Permits		44,720	40,127	2,075	683	683	683	683	683	683
Intergovernmental		11,561,246	13,675,268	12,718,420	11,542,442	11,502,242	11,536,758	11,524,616	11,574,648	11,599,896
Charges for Services		1,509,013	1,611,946	1,612,771	1,572,732	1,572,732	1,572,732	1,572,732	1,572,732	1,572,732
Miscellaneous		839,913	907,584	1,381,127	322,866	342,866	342,866	342,866	342,866	342,866
Interest		83,853	164,886	506,600	506,600	506,600	506,600	506,600	506,600	506,600
Transfers In		1,816,049	523,267	1,725,966	1,909,863	1,763,037	1,796,855	1,603,311	1,477,881	1,514,329
Fund Balance Used		32,914	986,491	89,557	2,824,978	2,886,731	2,842,769	3,491,398	3,744,338	4,386,556
Total Revenue		27,686,934	30,248,188	30,653,008	30,940,181	30,353,695	30,129,300	30,332,946	30,278,288	30,756,886
Personnel Expenditures		13,552,568	12,934,104	13,107,765	15,485,537	15,654,610	15,811,157	15,988,391	16,148,275	16,314,748
Operating Expenditures		8,986,668	8,905,629	9,594,839	10,456,528	10,210,546	10,274,784	10,345,228	10,416,244	10,493,829
Capital Expenditures		1,267,314	3,581,302	3,044,221	1,754,371	1,624,734	1,149,320	1,527,803	1,486,868	1,682,664
Transfers Out		2,829,386	1,368,313	2,686,508	3,218,745	2,827,757	2,862,075	2,450,493	2,198,863	2,246,717
Fund Total Expenditures		26,635,936	26,789,349	28,433,333	30,915,181	30,317,648	30,097,335	30,311,916	30,250,250	30,737,957
Beginning Fund Balance		21,944,527	22,962,615	25,434,974	27,565,092	24,765,115	21,914,432	19,103,628	15,633,261	11,916,960
Ending Fund Balance		22,962,615	25,434,974	27,565,092	24,765,115	21,914,432	19,103,628	15,633,261	11,916,960	7,549,332
Restricted Reserves		1,644,018	1,618,227	1,507,110	764,062	519,563	484,758	448,164	413,954	377,760
Non-spendable		1,234,544	1,378,417	1,400,000	1,400,000	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000
Committed Reserves		6,622,499	4,367,729	4,585,386	5,160,383	5,110,557	5,154,069	5,205,071	5,250,576	5,299,123
Assigned Reserves		8,165,232	9,537,287	10,436,424	8,937,922	7,405,017	6,140,254	4,353,553	2,512,046	335,534
Unassigned Reserves		5,296,322	8,533,313	9,636,173	8,502,749	7,629,296	6,074,549	4,376,473	2,490,384	286,915
% Cash on Hand		89%	103%	109%	87%	78%	67%	53%	39%	22%
Days Operating Cash on Hand		325	375	396	318	284	243	193	141	81



## BUDGET STRATEGIES

The county continues to take a budget approach of prioritizing available revenues and using them in the most productive way, addressing current or anticipated fiscal constraints and get the best results for the money available within service level demands.

## STRATEGIES TO INCREASE REVENUES

Economic and societal challenges effecting Moffat County's future will continue to place increased pressure on the Board of County Commissioners. The following strategies have been developed to address the future for Moffat County:

- ▶ Provide proactive and positive influence for impacts and issues known at both the state and federal level to support Moffat County's natural resources and access to public lands.
- ▶ Cooperation with other governments, districts and entities that have similar needs or vision in order to foster economic development and quality of life in Moffat County.
- ▶ Use restricted revenues, such as Conservation Trust (lottery dollars that must be used on parks and recreation), to enhance recreational opportunities and attract potential residents.
- ▶ Use existing county resources, assets, employees and dollars, to further the economic future of Moffat County while emphasizing and enhancing growth and diversification for our local economy.

## POLICIES THAT AFFECT THE BUDGET

The Board of County Commissioners has adopted policies to allow for the cash flow needed to provide services as well as strengthen the county's future through long term forecasting and dedicated reserves. The following policies are included in this budget:

***The current budget is adjusted when long term budget forecasting indicates shortfalls.***

*Align cash flow from reserves to fund services.*

- ▶ Reducing most funds to 60 days and realigning the remaining funds for cash reserve, while abiding by statutory requirements and best practice recommendation for the county to keep good bond rating, it allows for more funds available to provide the services to the citizens with declining revenues. The reduction from this adjustment utilizes fund balances and also reduces transfer amounts needed from General Fund that subsidizes the Senior Citizens (bus and meals) and Jail Funds.
- ▶ The remaining reserves have restrictions on use through a budget policy, such as capital reserve and a counter cyclical reserve for those funds that are most affected in an economic downturn for recovery.

*The current budget is used to determine future budget needs by applying reasonable expectations of how costs and revenues will change under typical circumstances for long term budget forecasting.*

- ▶ Revenues are based off of historical trends.
- ▶ Expenditures are in three categories and are based off of Consumer Price Index and historical trends.
  - Personnel: Wages, longevity, retirement, health, dental, vision, workers compensation and life insurance benefits.
  - Operating: Remaining expenses other than personnel and capital.



- Capital: Capital Improvements or Projects to maintain and rotate equipment needs according to the CIP 10 year plan.

*One-time revenues cannot be applied to long term expense.*

- ▶ *One-time revenues are revenues received beyond the revenues projected in the budget, as such, should not be used for on-going expenses such as personnel and operating.*
- ▶ *One-time revenues are either committed to the future through the reserves or through one-time expense.*
- ▶ *One-time expenses are programs, services, or capital that is only spent in a particular year and are not on-going in nature.*

*Counter cyclical reserve to sustain through unexpected revenue shortfall years.*

- ▶ Funds that receive major funding sources such as property tax, sales tax and highway user tax fees will have a counter cyclical reserve. For the 2020 budget, the funds with counter cyclical reserves are General, Road & Bridge and Human Services. The reserve may be utilized under the following conditions:
  - If a major revenue source decreases 5% within a given year, after budget is adopted, the funds can be used to offset revenue declines. Budgets must be adjusted to replenish the reserve within 2 years after use.
  - Continued revenue shortfalls will result in budgetary realignment to compensate for the decline in revenue.

*Capital Reserves.*

In order to maintain assets and assist with the Capital Improvement Plan the following process is utilized:

- ▶ Sale of assets in a prior year is placed in the capital reserve for future use in the fund that the transaction occurred.
- ▶ Budgetary savings from unspent capital are also placed in capital reserve for future use in the fund that the savings occurred.
- ▶ One-time revenues, outside of one-time expenses designated by the Board of Moffat County Commissioners, are for future capital reserve use in the fund that the one-time revenues occurred.

## **COUNTY FUNDS**

Moffat County's Budget contains 23 funds. Summary figures for each fund can be found in the fund summaries throughout the budget. These summaries contain the revenues, expenditures and the available fund balance.

## **GENERAL FUND**

As the name implies, this is the fund that receives undesignated revenues which can be budgeted for any appropriate county purpose. This fund finances the majority of the traditional services associated with county government. Most of the budget deliberations center around this fund since it provides resource allocation flexibility. This fund supports 40 departments. It is necessary to review each department's situation in some detail to determine what is happening in 2020.



The General Fund has an increase in expenditures of \$1,924,100 due from an increase of \$669,473 in transfers out to other funds, \$768,783 in personnel expense from insurance increases and cost of living, \$265,929 in operating mainly due to awaiting charges from the 2018 fires and \$219,915 in capital rotation needs.

## **OTHER COUNTY FUNDS**

A great many of the county's programs are financed from sources outside of the General Fund. These funds have combined expenditures as well in excess of the General Fund budget. However, the nature of the revenue sources mandate that these monies can only be used for specific activities. Hence, they are budgeted and accounted for in separate funds.

### **A. ROAD & BRIDGE**

The Road & Bridge Fund has a decrease in expenditures of \$578,922 mainly from capital expense reduction of \$1,174,840. The one-time capital project of \$980,000 county roads 51 & 17 was funded by outside revenue sources and completed in 2019. An increase of \$590,868 in personnel expense from insurance increases and cost of living also contributed to the net decrease.

### **B. LANDFILL**

The Landfill Fund has a decrease in expenditure of \$605,024 mainly from a one-time purchase of a compactor and reduced personnel coverage from Road & Bridge for the Landfill in 2019.

### **C. JAIL**

The Jail Fund accounts for the operations of the County Jail and maintenance for the Public Safety Center. Expenditures have increased \$383,817 mainly from \$278,800 in personnel expense from insurance increases and cost of living as well as an increase of \$115,000 for safety center capital improvement needs.

### **D. HUMAN SERVICES**

The Human Services Fund accounts for services provided to the citizens of Moffat County, which is primarily funded from State and Federal dollars. Expenditures have increased \$227,617 mainly due personnel expense from insurance increases and cost of living.

### **E. PUBLIC HEALTH**

The Public Health Fund, created pursuant to Colorado Revised Statutes 25-1-511(2), provides for preventable health by working in collaboration with the Board of Health and Medical Officer, the intent of the department is the utilization of data to inform best practices to impact Social Determinants of Health and the safety and wellness of the residents of Moffat County. Expenditures have increased \$261,143 due to state mandated and funded programs administered under Moffat County Public Health.

### **F. CAPITAL PROJECT**

The Capital Projects Fund accounts for major capital projects or one-time expenditures, funded by county owned mineral revenue. Expenditures have increased by \$998,698 for projects planned in 2020.

Each fund has greater detail of the budget changes that affect the beginning and ending fund balances and are referenced throughout this document in the each fund's summary pages.

**A summary of all budgeted funds are on the following pages.**



# 2019 - 2020 BUDGET COMPARISON

	Expenditures		
	2019 Budget	2020 Budget	Difference
<b>General Fund:</b>	\$ 11,390,938	\$ 13,315,038	\$ 1,924,100
<b>Special Revenue Funds:</b>			
Road & Bridge Fund	\$ 8,134,928	\$ 7,556,006	\$ (578,922)
Landfill Fund	1,202,444	597,420	\$ (605,024)
Airport Fund	89,221	95,374	\$ 6,153
Emergency 911 Fund	142,500	192,500	\$ 50,000
Conservation Trust Fund	168,200	168,450	\$ 250
Library Fund	479,290	347,630	\$ (131,661)
Senior Citizens Fund	210,276	241,873	\$ 31,598
Telecommunications Fund	26,720	26,720	\$ -
Moffat County Tourism Association	157,220	167,913	\$ 10,693
Jail Fund	3,069,159	3,452,976	\$ 383,817
Human Services Fund	6,026,297	6,253,914	\$ 227,617
Public Health Fund	-	261,143	\$ 261,143
Museum Fund	272,878	312,221	\$ 39,343
Moffat County Local Marketing Dist	375,000	500,000	\$ 125,000
<b>Subtotal Special Revenue Funds:</b>	\$ 20,354,132	\$ 20,174,140	\$ (179,992)
<b>Capital Project Funds:</b>			
Capital Projects Fund	\$ 617,300	\$ 1,615,998	\$ 998,698
<b>Subtotal Capital Project Funds:</b>	\$ 617,300	\$ 1,615,998	\$ 998,698
<b>Debt Service Funds:</b>			
Lease-Purchase Fund	\$ 744,788	\$ 736,025	\$ (8,763)
<b>Subtotal Debt Service Funds:</b>	\$ 744,788	\$ 736,025	\$ (8,763)
<b>Internal Service Funds:</b>			
Health & Welfare	\$ 3,955,565	\$ 3,984,783	\$ 29,218
Internal Service	12,100	12,100	\$ -
<b>Subtotal Internal Service Funds:</b>	\$ 3,967,665	\$ 3,996,883	\$ 29,218
<b>Enterprise Funds</b>			
Maybell Waste Water Treatment Facility	\$ 48,242	\$ 36,534	\$ (11,707)
<b>Subtotal Enterprise Funds:</b>	\$ 48,242	\$ 36,534	\$ (11,707)
<b>Component Units:</b>			
Housing Authority	\$ 1,034,654	\$ 900,575	\$ (134,079)
The Memorial Hospital	76,469,058	70,783,363	\$ (5,685,695)
Shadow Mtn Local Improvement Dist	97,864	51,675	\$ (46,189)
<b>Subtotal Component Units:</b>	\$ 77,601,576	\$ 71,735,613	\$ (5,865,963)
<b>Total All Funds</b>	<b>\$ 114,724,641</b>	<b>\$ 111,610,231</b>	<b>\$ (3,114,410)</b>
			<b>-2.71%</b>



# 2020 FUNDS AVAILABILITY PROJECTIONS

	Beginning Fund Balance	Proposed Revenues	Proposed Expenditures	Ending Fund Balance	Nonspendable Restricted	Fund Balance Designation Committed Assigned	Unassigned
<b>General Fund:</b>	\$ 13,248,959	\$ 12,245,061	\$ 13,315,038	\$ 12,178,982	\$ 276,730	\$ 3,399,503	\$ 8,502,749
<b>Special Revenue Funds:</b>							
Road & Bridge Fund	\$ 12,371,616	\$ 6,681,930	\$ 7,556,006	\$ 11,497,540	\$ 1,400,000	\$ 10,097,540	\$ -
Landfill Fund	1,163,617	617,900	597,420	1,184,098	234,000	950,098	-
Airport Fund	136,369	120,374	95,374	161,369	-	161,370	-
Emergency 911 Fund	356,601	106,500	192,500	270,601	270,601	-	-
Conservation Trust Fund	146,679	154,600	168,450	132,829	132,829	-	-
Library Fund	268,162	380,457	347,630	300,989	-	300,989	-
Senior Citizens Fund	46,771	231,255	241,873	36,153	-	36,153	-
Telecommunications Fund	298,665	5,000	26,720	276,945	276,945	-	-
Moffat County Tourism Association Fund	125,688	152,000	167,913	109,774	109,774	-	-
Jail Fund	560,706	3,296,009	3,452,976	403,739	-	403,739	-
Human Services Fund	1,200,671	5,540,574	6,253,914	487,331	487,331	-	-
Public Health Fund	45,396	261,427	261,143	45,680	45,680	-	-
Museum Fund	189,859	351,400	312,221	229,038	229,038	-	-
Moffat County Local Marketing District	654,298	250,000	500,000	404,298	404,298	-	-
<b>Subtotal Special Revenue Funds:</b>	\$ 17,565,099	\$ 18,149,426	\$ 20,174,140	\$ 15,540,385	\$ 3,590,496	\$ 11,949,890	\$ -
<b>Capital Project Funds:</b>							
Capital Projects Fund	\$ 4,837,575	\$ 555,000	\$ 1,615,998	\$ 3,776,577	\$ -	\$ 3,776,577	\$ -
<b>Subtotal Capital Project Funds:</b>	\$ 4,837,575	\$ 555,000	\$ 1,615,998	\$ 3,776,577	\$ -	\$ 3,776,577	\$ -
<b>Debt Service Funds:</b>							
Lease-Purchase Fund	\$ 566,593	\$ 736,025	\$ 736,025	\$ 566,593	\$ 566,593	\$ -	\$ -
<b>Subtotal Debt Service Funds:</b>	\$ 566,593	\$ 736,025	\$ 736,025	\$ 566,593	\$ 566,593	\$ -	\$ -
<b>Internal Service Funds:</b>							
Health & Welfare	\$ 869,299	\$ 4,692,569	\$ 3,984,783	\$ 1,577,085		\$ 1,577,085	\$ -
Internal Service	90,945	10,350	12,100	89,195	66,637	22,558	-
<b>Subtotal Internal Service Funds:</b>	\$ 960,244	\$ 4,702,919	\$ 3,996,883	\$ 1,666,280	\$ 66,637	\$ 1,599,643	\$ -
<b>Enterprise Funds</b>							
Maybell Waste Water Treatment Facility	\$ 351,013	\$ 38,560	\$ 36,534	\$ 353,038	\$ 238,529	\$ 114,509	\$ -
<b>Subtotal Enterprise Funds:</b>	\$ 351,013	\$ 38,560	\$ 36,534	\$ 353,038	\$ 238,529	\$ 114,509	\$ -
<b>Component Units:</b>							
Housing Authority	\$ 828,911	\$ 1,044,150	\$ 900,575	\$ 972,486	20,000	\$ 952,486	\$ -
The Memorial Hospital	7,856,859	69,450,042	70,783,363	6,523,538	-	6,523,538	-
Shadow Mtn Local Improvement District	109,822	31,000	51,675	89,147	89,147	-	-
<b>Subtotal Component Units:</b>	\$ 8,795,592	\$ 70,525,192	\$ 71,735,613	\$ 7,585,171	\$ 109,147	\$ 7,476,024	\$ -
<b>Total All Funds</b>	\$ 46,325,075	\$ 106,952,183	\$ 111,610,231	\$ 41,667,026	\$ 4,848,133	\$ 28,316,146	\$ 8,502,749



## **BASIS OF ACCOUNTING & BUDGETING**

Basis of accounting refers to the point at which revenues, expenditures, or expenses are recognized in the accounts and reported in the financial statements.

Moffat County uses the modified accrual basis of accounting for all governmental funds. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual; i.e., both measureable and available. "Available" revenue means collectible within the current period or soon enough thereafter (60 days) to be used to pay liabilities of the current period. Expenditures are generally recognized when the related liability is incurred. The exception to this general rule is that principal and interest on general long-term debt and compensated absences are recorded only when payment is due.

Moffat County uses the accrual basis of accounting for all proprietary and fiduciary funds. Under the full accrual basis revenues are recognized when earned and expenses are recognized when incurred, regardless of the timing of the related cash flows.

Moffat County adheres to the provisions of the Local Government Budget Law of Colorado as set forth in Colorado Revised Statutes (C.R.S 29-1-101 et seq.) in preparing its budget for the fiscal year which begins January 1 and concludes December 31. The adopted budget is balanced with expenditures not exceeding anticipated revenues and beginning fund balances.





# **WELCOME TO** *Moffat County* **COLORADO**

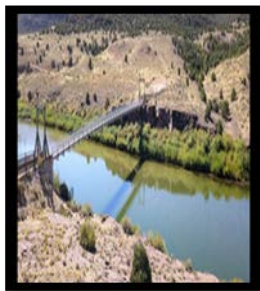
Moffat County, located in the northwest corner of Colorado, is centrally located between:

- Denver, Colorado
- Salt Lake City , Utah
- Rock Springs, Wyoming
- Grand Junction , Colorado

A low cost living, agriculture and natural resource community with homegrown talent that offers an abundance of access to public land within the county's 4,751 square miles appealing to a variety of outdoor interests within its spectacular, untamed scenery for the recreation enthusiast. Recreation, agriculture and open lands create a quality if life combination for those that work, live and play in Moffat County.

**Transportation:** Moffat County intersects US Highway 40 and Colorado Highway 13. Craig-Moffat County Airport offers 5,606 ft. x 100 ft. of asphalt runway rated for single wheel gear and dual wheel gear aircraft and helipads.

**Recreation:** Hiking, fishing, 4-wheeling, rafting, camping, birding, hunting and wildlife viewing are some of the recreation activities within the many treasures within Moffat County.



## ***Our Treasures:***

- ***Browns Park***
- ***Dinosaur Monument***
- ***Museums***
- ***Ancient Canyons***
- ***Pioneer History***
- ***Wildlife***
- ***Sand Wash Basin Wild Horses***
- ***Public Lands***





**Community Strengths:** Yampa valley Electric Coop has recently taken on a broadband project within Moffat County. This project offers great benefits not only to the current businesses but to those looking to relocate to the culture that Moffat County has to offer.

**Colorado Northwestern Community College** offers various associate degrees, job training and hands on learning through automotive, cosmetology and nursing degrees.

**Memorial Regional Health** offers a hospital, Rapid Care walk-in clinic, multi-specialty medical clinics and rehabilitation center.

**Business Investments and Opportunities:** Business incentives and opportunities for those interested to invest in Moffat County's rural and vast area are available.

Northwest Colorado welcomes relocating businesses and new industries.

In addition to an agriculture background, Moffat County historically has had coal mining supporting their local power plant as part of the local economy.



One of the world's outstanding collections of Western Americana is housed in the Museum of Northwest Colorado. Cowboy gear dating to the early 1800's has been featured in numerous publications.

Settlers moved into the area in the 1800's. Earlier tribes left records of their existence with petro glyphs in various sites. Events that take place during the summer months continue to pass on old west traditions to community members and visitors to Craig.

Newcomers and visitors to Northwest Colorado enjoy western hospitality and a friendly way of life.

Moffat County is a lifetime experience, a place where people can live, work and play.

***MOFFAT COUNTY... COLORADO'S GREAT NORTHWEST.***







## Financial Policies

### **PURPOSE**

Moffat County takes its responsibility as trustee of public funds very seriously: we believe we must utilize our resources wisely in order to continue to provide quality services to our constituents and to build and maintain infrastructure which will meet present and future needs. This policy is a guide to achieve the financial stability necessary, through short and long range planning, to improve the County's financial condition.

### **AUDITING AND FINANCIAL REPORTING**

Moffat County contracts for an independent audit report that is performed annually in accordance with Colorado Law (C.R.S 29-1-603).

The County utilizes, EDEN (Tyler Technologies) for its accounting system, in accordance with Colorado Law (C.R.S. 30-11-121)

The County's financial statements are prepared in accordance with Generally Accepted Accounting Principles (GAAP). The Governmental Accounting Standards Board (GASB) is responsible for establishing (GAAP) for state and local governments through its pronouncements (Statements and Interpretations).

County financial reports referencing the revenue and expenditures compared to budget are submitted to the Moffat County Board of Commissioners on monthly and quarterly basis as needed. Variances from adopted budgets within departments will require review by the Moffat County Board of Commissioners.

### **BASIS OF ACCOUNTING & BUDGETING**

Basis of accounting refers to the point at which revenues, expenditures, or expenses are recognized in the accounts and reported in the financial statements.

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Moffat County adheres to the provisions of the Local Government Budget Law of Colorado as set forth in Colorado Revised Statutes (C.R.S 29-1-101 et seq.) in preparing its budget for the fiscal year which begins January 1 and concludes December 31. The adopted budget is balanced with expenditures not exceeding anticipated revenues and beginning fund balances.

### **FUNDS**

The County uses funds to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions and activities. A fund is a separate accounting entity with a self-balancing set of accounts. A basic principle of Generally Accepted Accounting Principles (GAAP) is that the actual number of funds used by a governmental entity should be kept at a minimum to avoid the creation of an inefficient financial system. Moffat County's financial transactions are reported in 22 individual funds in order to meet the operational needs and legal restrictions for those funds. Each fund is accounted for by providing a separate set of self-balancing accounts that comprises its assets, liabilities, reserves, fund equity, revenues and expenditures/expenses.



In accordance with Governmental Accounting Standards Board (GASB), the County's governmental fund types are:

**General Fund:** The *General Fund* is the County's primary operating fund. It accounts for all financial resources of the County, except those required to be accounted for in another fund.

**Special Revenue Funds:** Are funds used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects. The County's Special Revenue Funds are: Airport, Conservation Trust, Emergency 911, Human Services, Jail, Landfill, Library, Moffat County Local Marketing District, Moffat County Tourism Association, Museum, Public Health, Road & Bridge, Senior Citizens and Telecommunications.

**Capital Project Fund:** The *Capital Project Fund* is used to account for and report financial resources that are restricted, committed or assigned to expenditures for capital outlays, including the acquisition or construction of capital facilities and other capital assets. Capital project funds exclude those types of capital-related outflows financed by proprietary funds or for assets that are held in trust for individuals, private organizations, or other governments.

**Debt Service Funds:** The County's *Lease-Purchase Fund* is used to account for and report financial resources that are restricted, committed, or assigned to expenditure for principal and interest.

**Internal Service Funds:** Are funds that may be used to account for activities that the governmental entity provides goods or services to other funds or activities of the primary government or its component units on a cost reimbursement basis. The County's Internal Service Funds are: Health & Welfare and Internal Service.

**Enterprise Funds:** Any funds that may be used to report any activity for which a fee is charged to external users for goods or services. The Maybell Sanitation Waste Water Treatment Fund is accounted for as an Enterprise Fund.

**Agency Funds:** Are funds used by a governmental entity to report assets that are held in a custodial relationship.

**Component Units:** Component units are legally separate organizations for which elected officials of the primary government are financially accountable. Financial accountability exists if the primary government appoints a voting majority of a component unit's governing body. The Moffat County Board of County Commissioners either serves as the Board of Directors or appoints the Board of Directors for component units. The County's Component Units are: Housing Authority, The Memorial Hospital and the Shadow Mountain Local Improvement District.

## FUND BALANCE DESIGNATION

In accordance with Governmental Accounting Standards Board (GASB) Statement 54, Moffat County has listed each fund balance with the following classifications depicting the relative strength of the constraints that control how specific amounts can be spent:

- **Non-spendable** fund balance includes amounts that are not in a spendable form (inventory, for example) or are required to be maintained intact (the principal of an endowment fund, for example).
- **Restricted** fund balance includes amounts that can be spent only for the specific purposes stipulated by external resource providers (for example, grant providers), constitutionally, or through enabling legislation (that is, legislation that creates a new revenue source and restricts its use). Effectively, restrictions may be changed or lifted only with the consent of resource providers.
- **Committed** fund balance includes amounts that can be used only for the specific purposes determined by a formal action of the government's highest level of decision-making authority. Commitments may be changed or lifted only by the government taking the same formal action that imposed the constraint originally.



- **Assigned** fund balance comprises amounts *intended* to be used by the government for specific purposes. Intent can be expressed by the governing body or by an official or body to which the governing body delegates the authority. In governmental funds other than the general fund, assigned fund balance represents the amount that is not restricted or committed. This indicates that resources in other governmental funds are, at a minimum, intended to be used for the purpose of that fund.
- **Unassigned** fund balance is the residual classification for the general fund and includes all amounts not contained in the other classifications. Unassigned amounts are technically available for any purpose.

## RESERVES

Reserves are set within statutory requirements and best practice recommendations for the County to obtain budget stabilization, maintain good bond rating and align cash flow to provide the services to the citizens. Reserves are designated through the budget process.

- **Emergency Reserve:** The County maintains an emergency reserve of not less than 3% of fiscal year spending pursuant to Article X, Section 20 of the Colorado Constitution. Emergency reserves shall only be accessed when the Board of County Commissioners have declared an emergency by resolution and after the General Fund budgeted contingency is exhausted in accordance with Colorado Revised Statutes (C.R.S. 29-1-111 & 29-1-112). The reserves must be replenished within the next budget year to the required level of 3% per fiscal year.
- **Operating Reserves:** The County will set a 60 day operating reserve (16.67%) of the annual on-going expense, at the County's discretion, to allow for cash flow within these funds to ensure that obligations can be met as they become due.
- **Counter-cyclical Reserves:** In order to bridge unforeseen funding gaps, a Counter-cyclical Reserve will be applied to the funds that are affected by the following major revenues: property tax, sales tax and highway user tax fees. The reserve may be utilized under the following conditions:
  - If major revenue source decreases 5% within a given year after budget is adopted, the funds can be used to offset revenue declines. Budgets must be adjusted to replenish the reserve within 2 years after use.
  - Continued revenue shortfalls will result in budgetary realignment to compensate for the decline in revenue.
- **Capital Reserve:** A Capital Reserve is set aside in order to prepare for the life cycles of facilities, equipment and infrastructure in accordance with the replacement schedule of the Capital Improvement Plan. Capital Reserves are designated in the following funds: General, Road & Bridge and Landfill. The reserve is created through the following methods:
  - Sale of assets in a prior year is placed in the capital reserve for future use in the fund that the transaction occurred.
  - Budgetary savings from unspent capital are also placed in capital reserve for future use in the fund that the savings occurred.
  - One-time revenues, outside of one-time expenses designated by the Board of Moffat County Commissioners, are for future capital reserve use in the fund that the one-time revenues occurred.

**General Fund:** Due to high dependence on property tax, the General Fund, as the County's primary operating fund, maintains a fund balance of at least 30% per year for cash flow purposes. The 30% reserve is a combination of the reserves listed above.

## LONG TERM FINANCIAL PLAN (currently being drafted)

The Long Term Financial Plan (LTFP) combines financial forecasting with strategizing, that considers future scenarios and helps governments navigate challenges. The yearly budget process is used to achieve the LTFP.



Forecasting of five year expenditure, revenue and capital needs are used in the LTFP. Strategies are developed to achieve and maintain financial balance within the LTFP. The LTFP will be updated prior to the budget process. Projections are made on such factors as:

- Consumer Price Index
- Population and demographic trends
- Historic financial trends
- On-going and one-time expenses and revenues
- Economic planning

## BUDGET

The budget document is a one year financial plan for the County. In order to maintain financial stability, the current budget is based from 5 year projections for revenues and expenditures as described in the LTFP. Expenditures are projected from historical inflationary experience. Revenues are based on historical trends. When these projections indicate shortfalls, the current budget year is adjusted in anticipation of the shortfalls. The resource alignment tool will be the method to approach any necessary service level adjustments. Through the use of resource alignment, county services and their costs are identified. Utilizing resource alignment allocates the County's resources not just for mandated services but also to services identified as the greatest values to the community. The level of services which are mandated may be adjusted through the resource alignment process which may cause a delay in services.

Expenditures are in three categories. Personnel and Operating expenses are "ongoing" expenses, while capital is a "one-time" expense.

- Personnel: Wages, longevity, retirement, workers compensation, health, dental, vision and life insurance benefits.
- Operating: Remaining expenses other than personnel and capital.
- Capital: Capital Improvements or Projects to maintain and rotate equipment needs according to the CIP 10 year plan.

The County's budget process is in alignment with the following Department of Local Affairs Local Budget Calendar.

## LOCAL GOVERNMENT BUDGET CALENDAR

The budget calendar is a general listing of the deadlines for the budget, for an audit and for the property tax certification process. Some deadlines are not statutory, but reflect good budgeting practices. For details on the applicable statutes listed below, please refer to the most current Colorado Revised Statutes ("C.R.S.")

DATE	EVENT / ACTIVITY
1-Jan	Start of Fiscal Year; begin planning for the budget of the next year.
10-Jan	Deadline for assessor to deliver tax warrant to county treasurer (C.R.S 39-5-129.)
31-Jan	A certified copy of the adopted budget must be filed with the Division. (C.R.S 29-1-113(1)). <b>- If a budget is not filed, the county treasurer may be authorized to withhold the local government's tax revenues.</b>
10-Feb	The Division sends notification to local governments whose budgets have not been filed with the Division.
1-Mar	The U.S. Bureau of Labor Statistics releases the Consumer Price Index (the "CPI") for the Denver/Boulder area. This annual percent change is used with "local growth" to calculate "fiscal year spending" and property tax revenue limitations of TABOR. (Article X, Sec. 20, Colo. Const.)
15-Mar	The Division will authorize the county treasurer to withhold tax revenues until a certified copy of the budget is filed with the Division.



31-Mar	Deadline to request exemption from audit. (C.R.S 29-1-604(3)) Contact the Local Government Audit Division, Office of the State Auditor (303)869-2800. The Division notifies local governments of its determination that the entity has exceeded the statutory property tax revenue limit (the "5.5%" limit).
30-Jun	Deadline for auditor to submit audit report to local government governing body. (C.R.S 29-1-606(a)(1))
31-Jul	Deadline for submitting annual audit report to the Office of the State Auditor. (C.R.S 29-1-606(3)) Deadline for request for extension of audit. (C.R.S 29-1-606(4)) <b>- If an audit is required but has not been filed, the county treasurer may be authorized to withhold the local government's tax revenue -</b>
25-Aug	Assessors certify to all taxing entities and to the Division of Local Government the total new assessed and actual values (for real and personal property) used to compute the statutory and TABOR property tax revenue limits. (C.R.S 39-5-121 (2)(b) and 39-5-128.) <b>If applicable, upon receipt of the Certification of Valuation, submit to the Division certifications of service impact from increased mining production and/or from increased valuation due to previously exempt federal property which has become taxable. Certifications of impact are required if the value is to be excluded from the tax revenue limit.</b> If applicable, apply to the Division for authorization to exclude from the limit the assessed valuation attributed to new primary oil or gas production from any producing land or leaseholds.
15-Oct	Budget officer must submit proposed budget to the governing body. (C.R.S. 29-1-105) Governing body must publish "Notice of Budget" upon receiving proposed budget. (C.R.S. 29-1-106(1))
1-Nov	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))
10-Dec	Assessors' changes in assessed valuation will be made only once by a single notification (re-certification) to the county commissioners or other body authorized by law to levy property tax, and to the DLG. (C.R.S. 39-1-111(5)).
15-Dec	Deadline for certification of mill levy to county commissioners (C.R.S 39-5-128(1)). Local governments levying property tax must adopt their budgets before certifying the levy to the county. If the budget is not adopted by certification deadline, then <b>90 percent</b> of the amounts appropriated in the current year for operations and maintenance expenses shall be deemed re- appropriated for the purposes specified in such last appropriation. (C.R.S. 29-1-108(2) and (3))
22-Dec	Deadline for county commissioners to levy taxes and to certify the levies to the assessor. (C.R.S. 39-1-111(1))
31-Dec	Local governments not levying a property tax must adopt the budget on or before this date; governing body must enact a resolution or ordinance to appropriate funds for the ensuing fiscal year. If the budget is not adopted by certification deadline, then <b>90 percent</b> of the amounts appropriated in the current year for operations and maintenance expenses shall be deemed re- appropriated for the budget year. (C.R.S 29-1-108(4))

## REVENUES

- A. One-time Revenues: One-time revenues such as proceeds from asset sales, debt refinancing, one-time grants, revenue spikes, budget savings and similar nonrecurring revenue shall not be used for current or new ongoing expenses. Appropriate uses of one-time revenues include rebuilding reserves, capital expenditures and other nonrecurring expenditures.
- B. Discretionary Revenue: Unless otherwise directed explicitly by the Board of County Commissioners, the County will not normally designate discretionary revenues for specific purposes. Consequently, the Board of County Commissioners will have the flexibility to determine the best use of available revenues to meet changing service requirements.
- C. Fees and Charges for Services:
  - o Enterprise funds shall not be subsidized by the Generally Fund and shall be wholly supported by the fees and charges generated by the enterprise that includes operating and capital expenses.
  - o Services being provided by the County should be paid for primarily by the users and beneficiaries for the services and not the general public.



- o The County should charge fees and charges for services when it is allowable, when a limited and a specific group of beneficiaries can be identified or when it is feasible to charge beneficiaries for services rendered.
  - o The County will recalculate service costs periodically, and fees will be adjusted accordingly as approved by the Board of County Commissioners.
- D. Grants: The County will seek out, apply for and effectively administer federal, state and other grants as a means of financing a project or one-time expenditure. The Board of County Commissioners may consider grant funding, after staff provides a detailed documentation that addresses the short and long-term costs as well as the benefits to the County. Grants may not offer on-going operational costs and should be discouraged as programs or services may be cancelled if grants are not sustainable. Grants will be differentiated for tracking purposes between Federal, State and Local grant types, in accordance with the County's Grant Policy.

## **OPERATING EXPENDITURES**

- A. As determined by the Board of County Commissioners, services that directly contribute to the Long Term Financial Plan for the County will receive first priority for funding.
- B. The County maintains a budgetary control system, through its accounting software, to manage adherence to the budget. Reports are available through this system to management, which compare actual revenues and expenditure to budget amounts. In addition, staff will prepare reports on a monthly, quarterly and yearly basis to the Board of County Commissioners that evaluates financial performance.
- C. The Operating Budget will include appropriate contingency funding to meet unexpected requirements, which may arise during the year.
- D. The County will maintain an equipment replacement program to ensure sufficient resources are available annually to replace vehicles and equipment.
- E. All County purchases will be made to ensure that the County is getting the best item or service for the least amount of money and the overall economic impact to the community. This does not mean that the County will always purchase the least expensive item but will weigh the cost against the quality of the item or service.
- F. The County does not allow a department to spend any money that it has not appropriated in the personnel, operating, or capital category within their department. The County requires a budget supplemental to transfer between line items or in the event the department receives unexpected revenue. Supplementals are done three times a year: by the last working day of March, July, and December. In the event of unforeseen circumstances, additional meetings regarding budget amendments can be held as needed. (See Budget Amendments).

## **DEBT**

Debt is a tool for financing capital purchases or projects. The issuance of debt is in accordance with Colorado State Laws.

Debt should not be used to finance current operating expenses. The County will confine long-term borrowing to major capital purchases or projects that cannot be financed from current revenues.

If is not possible to fund major projects with cash reserves or current revenue, the Board of County Commissioners (BOCC) may authorize the following as stated per the Colorado Constitution, Article 10, Section 20:

1. Debt instruments not requiring voter approval such as lease-purchase contracts or certificates of participation;
2. Revenue bond financing requiring voter approval; or



### 3. General obligation bond financing requiring voter approval.

The total amount of indebtedness shall not be in excess of 3% of the actual value, as determined by the assessor, of the taxable property in the county in accordance with Colorado Revised Statutes (C.R.S 30-26-301(3)).

All debt issuances shall identify the method of repayment (or have a dedicated revenue source).

## **COMPENSATION**

Salaries and benefits are one of the largest expenditure items for Moffat County. The County takes pride in its ability to recognize the value of employees in delivering a total compensation packet that includes cash compensation, health insurance, retirement benefits and other employee benefits that provide employees with security and opportunity.

- All proposed salary structure adjustments require the approval of the Board of County Commissioners during the annual budget process.
- Staffing shall not exceed the authorized level by the Board of County Commissioners.
- Savings in an adopted budget that result from vacant positions are not to be used as justification for Elected Officials or Department Heads to increase expenses for other personnel, operational or capital expenditure purposes.

## **INTERNAL CONTROL**

Internal control safeguards the County's assets against loss, checks the accuracy and reliability of the accounting data, promotes operational efficiency and encourages adherence to policy.

In order to provide reasonable assurance of internal control the following controls should be met within departments:

- All transactions are properly authorized by management.
- Transactions are recorded as necessary (1) to permit preparation of financial statement in conformance to statutory requirements and GAAP and (2) to maintain accountability for assets.
- Access to assets and records should be permitted only with management's authorization.
- Records should be checked against the assets by someone other than the persons responsible for the records or the assets. Examples of independent verification are monthly bank reconciliations and periodic counts of inventory.
- Elected Officials and Department Heads should separate functional responsibilities. In general, when the work of one employee is checked by another, and when the responsibility for custody of assets is separated from the responsibility for maintaining the records relating to those assets, then there is appropriate segregation of duties.

Each Elected Official and Department Head is responsible to ensure that internal control procedures are followed throughout their department.

## **BUDGET AMENDMENTS**

A budget amendment will increase or decrease budget appropriations adopted by the Board of County Commissioners. Any changes to the adopted budget, through transfer, supplemental appropriation, or revised appropriation, are held on a yearly basis in the months of March, July and December in accordance with Colorado Revised Statutes (C.R.S 29-1-101 et seq.) In the event of unforeseen circumstances, additional meetings regarding budget amendments can be held as needed.



Budget appropriations may be adjusted due to the following:

**Transfers:** Transfer appropriated moneys between funds or between spending agencies within a fund, as determined by the original appropriation level. This is used when one line item is under budgeted and another line item is over budgeted within a fund. (C.R.S. 29-1-109(1)(a)).

**Supplemental:** After adoption of the budget, the County receives unanticipated revenues or revenues not assured at the time of the adoption of the budget from any source other than the County's property tax mill levy, the County may authorize the expenditure of such funds. (C.R.S. 29-1-109(1)(b)).

**Budgetary Decreases (Revised Appropriation):** In the event that revenues are lower than anticipated in the adopted budget, the County may adopt a revised appropriation to reduce the budget. (C.R.S. 29-1-109(1)(c)).

## **RECESSION PLAN**

The recession plan, and classification of the severity of the economic downturn, will be used in conjunction with the importance of maintaining reserves to address economic uncertainties. As any recessionary impact reduces the County's reserves, correction action will increase proportionately. The following is a summary of the phase classifications and the corresponding service level actions to be taken.

**1. MINOR: An anticipated net reduction in available reserves or reduction in major revenue source(s) in excess of 5%, but less than 15%. The objective at this level is still to maintain "Same Level" of service where possible. Actions associated with this level would be:**

- a. Intensifying the review process for large items such as contract services, consulting services, and capital expenditures including capital improvements.
- b. Consider transferring capital project funds designated for future projects to the affected fund during a "Minor" situation.
- c. Closely scrutinizing hiring for vacant positions, delaying the recruitment process, and using temporary help to fill in where possible.
- d. Reducing services or programs from the affected fund.

**2. MODERATE: An anticipated net reduction in available reserves or reduction in major revenue source(s) in excess of 15%, but less than 30%. Actions associated with this level would be:**

- a. Requiring greater justification for large expenditures.
- b. Deferring capital expenditures.
- c. Reducing Capital Improvement Plan appropriations from the affected fund.
- d. Hiring to fill vacant positions only with special justification and authorization.
- e. Further reducing services or programs from the affected fund.
- f. Closely monitoring and reducing expenditures for travel, seminars, and retreats.
- g. Preparing for reduction in workforce, such as hiring freeze, reduction in hours and furloughs.

**3. MAJOR: An anticipated net reduction in available reserves or reduction in major revenue source(s) of 30% to 50%. Actions associated with this level would be:**

- a. Further reducing capital expenditures.



b. Further reducing service level from affected funds.

c. Implementing a reduction in workforce.

**4. CRISIS: An anticipated net reduction in available reserves or reduction in major revenue source(s) of 100% depleted and potential for having a deficit is present. Actions associated with this level would be:**

a. Further reduction in workforce.

b. Elimination of services.

c. Elimination of capital expenditures.

**LONG-TERM RECESSION PLAN**

In the event that an economic uncertainty is expected to last for consecutive years, the cumulative effect of the projected reduction in reserves will be used for determining the appropriate phase and corresponding actions.

**RETURNING TO NORMALCY AFTER EXPERIENCING A PHASE OF RECESSION**

If major revenues are realized for more than one consecutive year, allowing the reserve levels to maintain at the current operating level, the Board of County Commissioners may consider that the revenues are at a normal receiving pattern. The sustainability of the revenue source will be analyzed to determine if it is a one-time revenue or ongoing before the Board of County Commissioners may consider it a long time expansion of revenue growth.

**Annual Budget Procedures**

The budget process begins in June when the Finance Department presents the current year revenue projections and fiscal state of the county. Departments review their current year end estimates and budget year expenditure and revenues. Changes from these expenditure and revenues are due to Finance in August. The Finance Director reviews each budget with the elected officials and department heads over a four week period. The Finance Department also prepares budget packets for outside agencies in June. These packets contain applications for funds and instructions. Agencies are required to submit information including program description accomplishments, goals, proposed use of funds, approximate number of citizens served and how these programs may positively affect other County expenditures (for example: programs which train and encourage people may lead to less crime and therefore a reduction in law enforcement costs.)

During September each cost center may meet with the County Commissioners and the Finance Director to review their budget requests. Outside agencies must submit their funding requests during August. After reviewing the departmental budget requests, the County Commissioners provide their recommendations to Finance for preparation of the proposed budget.

During October and November, the Board holds budget workshops with Elected Officials, Department heads and other cost center managers to discuss budget recommendations. Late in November and early in December the Finance staff finalizes a balanced budget pursuant to Board direction. By December 15, the budget is adopted, funding is appropriated, and the mill levies are certified by formal resolutions of the Board.

The Finance staff prepares the published budget document and condensed budget during the first quarter of the budget year. The budget document comprehensively covers the financial plan for the year and serves as an operations guide and communication tool. The budget document provides fiscal information for the past three years, as well as a description of each cost center's mission statement, purpose, organization chart and staffing. It contains summaries and detailed fund budgets including a



schedule of the approved staffing levels and the capital expenditure plan. The five-year capital expenditure budget and plan is presented with the amounts for the 2020 budget being legally appropriated funds. Any fiscal reference beyond the 2020 budget year represents no legal spending authority of any County office or department.

Graphs, charts, and schedules have been prepared to more clearly present the operating plan. Information provided by fund is intended to give the reader the detail necessary to understand the overall budget as well as to guide elected officials and department heads in the administration of their programs. This information is an integral part of the financial reporting system of the County.

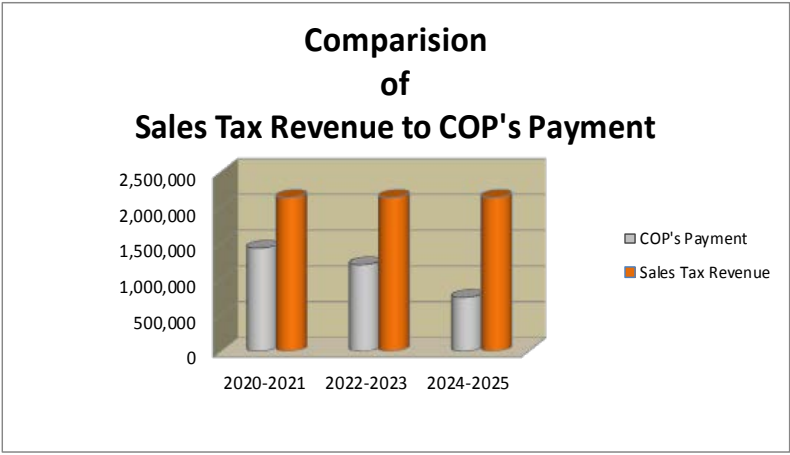
Budget supplements which will increase a fund’s adopted budget, such as to expend unanticipated revenues or to transfer appropriated monies to another fund require Board approval at a duly noticed public meeting. Budget supplements or transfers are generally submitted to the Board three times a year; in March, July and December. All annual appropriations lapse at the end of each fiscal year.

### Current Debt and Legal Debt Limits

The Lease-Purchase Fund accumulates for payment of the 1998 series, 2001 series, the 2006 series, the 2014 refinanced certificates and the 2015 refinanced certificates of participation (“COP’s). The 1998 series was for \$10,000,000 and the 2001 series was for \$2,100,000. The 1998 series and approximately \$675,000 of the net proceeds of the 2001 series of the COP’s were issued for the construction of a public safety center. The rest of the net proceeds of the 2001 series were issued for telecommunications and other capital projects. The certificates are in \$5,000 denominations.

In 2006, Moffat County and the Moffat County Finance Corporation refinanced a majority of the 1998 series COP’s. The transaction refinanced \$8,030,000 at an interest rate ranging from 4.0% to 5.0%. The 1998 series had an interest rate ranging from 4.2% to 5.125%. In net future value savings, the reduction in interest rate will save Moffat County \$473,064. This refinance did not extend the terms of the original 1998 series COP’s.

In 2014, Moffat County and the Moffat County Finance Corporation refinanced a majority of the 2001 series COP’s. The transaction refinanced \$1,265,000 at an interest rate ranging from 3.75% to 3.95%. The 2001 series had an interest rate ranging from 3.25% to 5.05%. In net future value savings, the reduction in interest rate will save Moffat County \$150,080. This refinance did not extend the terms of the original 2001 series COP’s.



The remaining COP's payment including interest is \$3,401,232 and the total anticipated sales tax revenue is \$6,445,806.

In 2015, Moffat County and the Moffat County Finance Corporation refinanced the remaining of the 2006 series COP’s. The transaction refinanced \$4,430,000 at an interest rate ranging from 2.0 to 3.0%. The 2006 series had an interest rate ranging from 4.0% to 5.0%. In net future value savings, the reduction in interest rate will save Moffat County \$341,843. This refinance did not extend the terms of the 2006 series COP’s.

Principal payments for the 2001 series began May 15, 2001, and principal for the 1998 series began May 15, 2002. The COP’s are insured by Ambac.

The County held an election on November 4, 1997, where the voters approved a measure to reallocate the sales tax distribution from the City of Craig and the Town of Dinosaur to Moffat County. This increase of sales tax is allocated to make the COP’s payments. 2001 was the first year that the County received the additional sales tax and it was \$900,753.



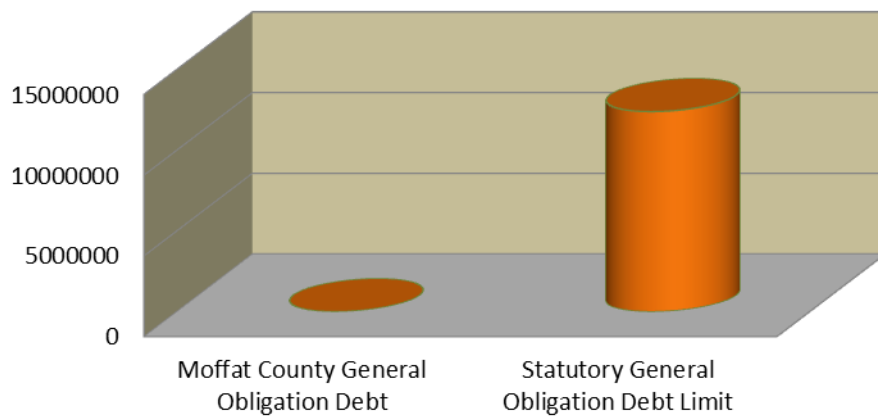
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The current debt outstanding for the COP's is \$3,401,232 (1998 series—\$0, 2001 series—\$0, 2006 series —\$0, 2014 series - \$1,244,907 and 2015 series \$2,156,325). The final payment for the 1998 series was made in 2008, the final payment for the 2001 series was made in 2014, the 2006 series final payment was made in 2015, the final 2014 series will be made in 2025, and the final payment for the 2015 series will be made in 2023.

Year	Principal May 15	Interest May 15	Interest Nov. 15	Total Payment
2020	635,000	52,275	39,750	727,025
2021	640,000	33,300	39,563	712,863
2022	660,000	13,800	39,563	713,363
2023	460,000	1,950	33,375	495,325
2024	350,000	0	20,625	370,625
2025	375,000	0	7,031	382,031
<b>Total</b>	<b>3,120,000</b>	<b>101,325</b>	<b>179,907</b>	<b>3,401,232</b>

While there is not statutory limits on debt incurred for certificates of participation, C.R.S 30-26-301(3)) limits the obligation of debt to 3% of assessed valuation. Moffat County's 2019 assessed valuation is \$413,210,307. If the voters authorized general obligation debt through an election as required by the Colorado Constitution, Article X, Section 20, the debt limitation would be \$12,396,309.

### Outstanding General Obligation Debt Compared to Debt Limit









## Staffing and Population

This chart shows Moffat County staffing levels in relation to the number of taxpayers we serve. Numbers include regular, part-time, and temporary employees. Net changes for 2020 resulted in 2.42 less FTE than 2019 budget.

<i>Department</i>	<i>Fund #</i>	<i>2016</i>	<i>2017</i>	<i>2018</i>	<i>2019</i>	<i>2020</i>
Commissioners	01-0100	3.7	3.7	3.67	3.67	3.67
Clerk & Recorder	01-0300	8.0	9.0	8.0	7.00	6.70
Treasurer	01-0500	4.8	4.8	4.1	3.75	3.75
Public Trustee	01-0501	0.2	0.2	0.2	0.25	0.25
Assessor	01-0600	7.0	6.1	5.0	4.00	4.00
Grounds & Building	01-0700	9.6	7.6	7.7	7.70	7.70
Finance	01-1000	4.0	4.0	4.0	3.95	3.95
Natural Resources	01-1201	1.3	1.3	1.3	1.33	1.33
Communications	01-1300	0.0	0.0	0.0	0.25	0.25
Human Resource	01-1400	3.0	3.0	2.5	2.45	2.45
Information Systems	01-1600	2.0	2.0	2.0	2.00	2.00
Attorney	01-1700	2.0	2.0	2.0	2.00	2.00
Development Services	01-1801	2.8	1.9	1.5	1.50	1.50
Surveyor	01-1900	1.0	1.0	1.0	1.00	1.00
Sheriff	01-2000	19.0	19.0	18.0	17.0	17.0
Coroner	01-2200	1.0	1.1	1.1	1.10	1.10
Emergency Mgt	01-2300	1.0	1.0	0.5	0.50	1.00
Fire Control	01-2400	0.5	0.5	0.0	0.00	0.00
Maybell	01-3000	0.4	0.4	0.4	0.38	0.38
Maybell Ambulance	01-3100	0.2	0.2	0.3	0.25	0.25
Pest Management	01-3300	1.0	2.0	1.7	1.74	1.84
County Fair	01-3900	0.0	0.0	0.0	0.00	0.72
Extension	01-4000	1.7	1.7	1.7	1.70	0.90
Fairgrounds	01-4200	4.1	2.0	2.0	2.00	2.00
Veteran's Officer	01-4500	0.5	0.5	0.5	0.50	0.50
Cemetery	01-4600	0.0	1.0	1.0	1.00	1.00
Youth Services	01-4701	2.4	2.4	2.4	2.40	2.40
Parks & Recreation	01-4900	2.0	2.0	2.0	2.00	2.00
Sherman Youth Camp	01-4902	0.0	0.0	0.0	0.00	0.00
<b>General Fund Total</b>		<b>83.1</b>	<b>80.3</b>	<b>74.5</b>	<b>71.4</b>	<b>71.63</b>
Road & Bridge	02	53.0	52.0	49.0	48.0	48.00
Landfill	04	4.0	4.0	4.0	4.00	4.00
Airport	06	0.2	0.2	0.5	0.50	0.50
Library	12	9.9	10.5	8.9	9.42	5.05
Maybell Sanitation	13	0.2	0.2	0.2	0.24	0.24
Senior Citizens	15	3.5	3.7	5.4	5.03	3.13
Moffat County Tourism Assoc	19	0.8	0.0	0.0	1.00	1.00
Jail	21	20.8	21.3	21.3	22.30	22.30
Human Services	22	27.5	27.5	28.5	29.00	29.00
Public Health	25	0.0	0.0	0.0	0.0	1.00
Housing Authority	27/28	4.4	4.2	2.0	1.72	4.36
Museum	29	3.8	4.1	3.8	3.53	3.53
<b>Grand Total</b>		<b>211.2</b>	<b>208.0</b>	<b>198.01</b>	<b>196.16</b>	<b>193.74</b>
Increase/(Decrease)		<b>(3.2)</b>	<b>(3.28)</b>	<b>(9.97)</b>	<b>(1.85)</b>	<b>(2.42)</b>
Moffat County Population*		12,928	12,923	13,088	13,131	13,188
<b>FTEs/100 Population</b>		<b>1.63%</b>	<b>1.61%</b>	<b>1.51%</b>	<b>1.49%</b>	<b>1.47%</b>

\*<https://www.census.gov/quickfacts/fact/table/moffatcountycolorado/PST045218>



## Personnel Expense

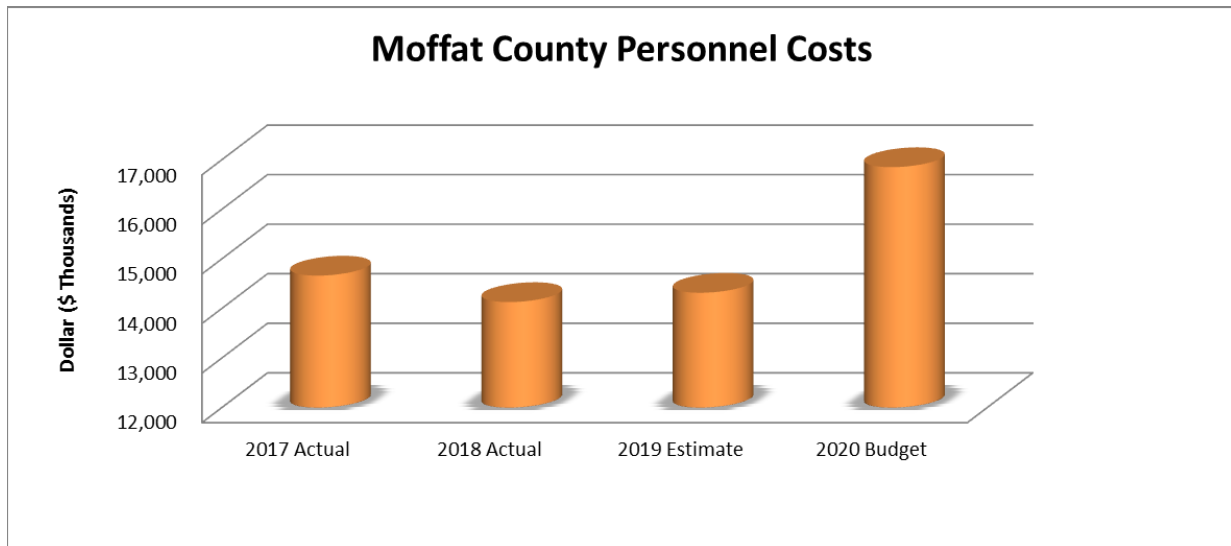
The 193.74 Full Time Equivalent (FTE) positions budgeted for 2020 represent \$16,852,312 in personnel expense. Items budgeted in personnel expense include: salaries and wages for regular and part-time employees, overtime, health insurance, retirement contribution, life insurance, disability, Social Security/Medicare insurance cost, and other pay and benefit costs.

Historically, personnel expense increases annually. The County uses a step system as well as an annual employee compensation chart shifts as the budget allows and is reviewed each year. The step system is based on new hires starting at 80% of the mid-point of the position they are hired for. However this starting step can vary depending on experience and education. On the employees' 1 year anniversary they receive a 4% increase. This increase continues with adequate performance appraisals through year 5 at the same rate until the employee is at the mid-point of their position. From years 6 thru 15, employees remain at 100% of their mid-point with increases coming from yearly chart shifts only. Due to the nature of governmental budgeting, the employees are not guaranteed step increases from year to year. Step increases are included in the 2020 budget year.

Employees that have completed 16 years receive a \$20.00 per pay period increase up to \$100.00 per pay period at the end of 20 years of service.

The employee compensation chart shift is achieved by an overall increase based on the Consumer Price Index (CPI) for the last half of the prior year and the first half of the current year. Due to the nature of governmental budgeting, the employees are not guaranteed salary increases from year to year; a 3% salary increase is budgeted in 2020.

The following chart reflects the budgeted personnel costs for staffing levels from 2017 through 2020:



Throughout the year, several factors influence the average salary, wage and benefit amounts per employee. Some of these factors are:

- Overtime payments can fluctuate depending on such factors as weather (for snow removal) and election or reassessment years.
- Increases in the cost of employee benefits, such as health and dental insurance, increase the average benefit cost of all permanent employees.
- Staffing turnover may cause step entry level or benefit expense changes.
- Reduction in staffing levels from one year to the next.



These influencing factors change personnel costs throughout the current year. The personnel budget is based on actual employees at the time of budgeting each year.

## 2020 Personnel Expense changes from 2019 Budget

Personnel expense includes wages, longevity, retirement, FICA, Medicare, workers compensation, health, dental, vision and life insurance benefits. The 2020 personnel budget has increased 13% or \$1,987,639.

	2019	2020	Increase/ (Decrease)
General	\$ 6,092,207	\$ 6,860,990	768,783
Road & Bridge	\$ 3,632,252	\$ 4,223,120	590,868
Landfill	\$ 425,534	\$ 365,820	(59,714)
Airport	\$ 46,991	\$ 52,744	5,753
Conservation Trust	\$ 18,000	\$ 18,000	0
Library	\$ 375,600	\$ 243,940	(131,661)
Maybell Waste Water Treatment Facility	\$ 8,086	\$ 8,378	293
Senior Citizens	\$ 157,937	\$ 170,395	12,459
MCTA	\$ 61,217	\$ 69,160	7,943
Jail	\$ 1,642,349	\$ 1,921,149	278,800
Human Services	\$ 1,957,444	\$ 2,257,139	299,695
Public Health		\$ 177,376	177,376
Museum	\$ 224,862	\$ 243,055	18,193
Sunset Meadows I & II	\$ 222,195	\$ 241,046	18,851
Total Personnel Budget	\$ 14,864,673	\$ 16,852,312	1,987,639

The main reasons for the increases from 2019 budget year are:

\$1,210,000 in a rise of county paid insurance benefit expenses from 2019

\$137,000 in step increases for eligible employees under midpoint in 2020.

\$ 292,000 for 3% cost of living increase in 2020

\$177,376 for Public Health programs previously paid to outside provider. Public Health is mandated to be administered by the county; these funds were previously under the operating section rather than the personnel section of the budget.

\$171,263 is contributed to a combination of the influencing factors from budget year to budget year as mentioned above.

Details of personnel costs are included throughout the budget according to those departments with personnel expense.







## Moffat County Funds

### Fund Descriptions

Moffat County accounts for its financial operations in twenty-two funds. Each fund and account group is a separate and legal fiscal entity, and the total of all funds is the County Budget.

**General Fund:** The General Fund is the general operating fund of the County which accounts for all financial resources that is not properly accounted for in other funds.

**Road & Bridge Fund:** The Road and Bridge Fund records revenues and expenditures associated with the maintenance and capital construction of County roads and bridges.

**Landfill Fund:** The Landfill Fund records revenues and expenditures associated with the operations of the Landfill.

**Airport Fund:** The Airport Fund records revenues and expenditures for the Craig-Moffat County Airport.

**Emergency 911 Fund:** The Emergency 911 Fund is overseen by the Emergency 911 Authority Board which purchases and upgrades Emergency 911 equipment through funds collected from the 911 surcharges.

**Conservation Trust Fund:** This fund accounts for revenue received from the State of Colorado to be used for the acquisition, development and maintenance of parks, recreational facilities and open space within the County.

**Library Fund:** The Library Fund records revenues and expenditures for the Craig-Moffat Library, the Maybell Library, and the Dinosaur library to provide current educational, informational and recreational resources in a variety of formats with either in-house collections or through the use of interlibrary loan.

**Senior Citizens Fund:** The Senior Citizens Fund records revenues and expenditures for transportation and lunch-time meals for the elderly.

**Moffat County Tourism Association (MCTA) Fund:** The Moffat County Tourism Association Fund promotes tourism in Moffat County with lodging tax revenue received from local rooms and accommodations.

**Cemetery Fund:** The Cemetery Fund accounts for revenue received from the sale of cemetery plots and expenditures necessary for the upkeep of the facility.

**Jail Fund:** This fund accounts for the revenues and expenditures associated with providing a safe and secure environment including housing, safekeeping, adequate diet, and necessary medical care for all inmates held at the Public Safety Center.

**Human Services Fund:** This fund accounts for public welfare programs administered by the County.

**Public Health Fund:** This fund accounts for public health programs mandated by the state administered by Moffat County Public Health.



### **Fund Descriptions (continued)**

**Capital Projects Fund:** The Capital Projects Fund provides for continuing capital improvements required by the County.

**Telecommunications Fund:** This fund accounts for the NC Telecomm prepaid telecommunication services.

**Lease-Purchase Fund:** This fund accounts for the resources used to make the debt service payments on the certificates of participation for the Public Safety Center.

**Health & Welfare Fund:** This fund monitors and maintains all financial records concerning the County's benefit plan.

**Central Duplicating:** This fund accounts for all in-house copy costs and postage expenses.

**Maybell Waste Water Treatment Fund:** The Maybell Waste Water Treatment Fund is used to account for the operations of the Maybell Water and Sanitation District which operates a sewage treatment plant in unincorporated residential areas.

**Museum Fund:** This fund accounts for the operations of the Museum of Northwest Colorado.

**Moffat County Local Marketing District Fund:** The Moffat County Local Marketing District Fund organizes, promotes, markets and manages public events as well as coordinating tourism promotion activities with local marketing tax revenue received from local rooms and accommodations.

**The Memorial Hospital Fund:** The Memorial Hospital Fund provides health care programs and services to Moffat County.

**Housing Authority Fund:** The Housing Authority Fund accounts for the operations of two forty-four unit senior citizens apartment buildings.

**Shadow Mountain Local Improvement District Fund:** The Shadow Mountain Local Improvement District Fund accounts for the resources used for the improvements to the district area.



## **Types of Funds**

**GENERAL FUND**—The General Fund is used to account for resources traditionally associated with governments, which are not required legally or by sound financial management to be accounted for in another fund.

**SPECIAL REVENUE FUNDS**—Special Revenue Funds account for taxes or other earmarked revenue of the County which finance specified activities as required by law or administrative action.

**CAPITAL PROJECTS FUNDS**—Capital Projects Funds are used to account for the acquisition and construction of major capital equipment and facilities other than those financed by proprietary funds and trust funds.

**LEASE-PURCHASE FUND**—The Debt Service Fund accumulates for payment of the 2014 series and 2015 series certificates of participation (COP's).

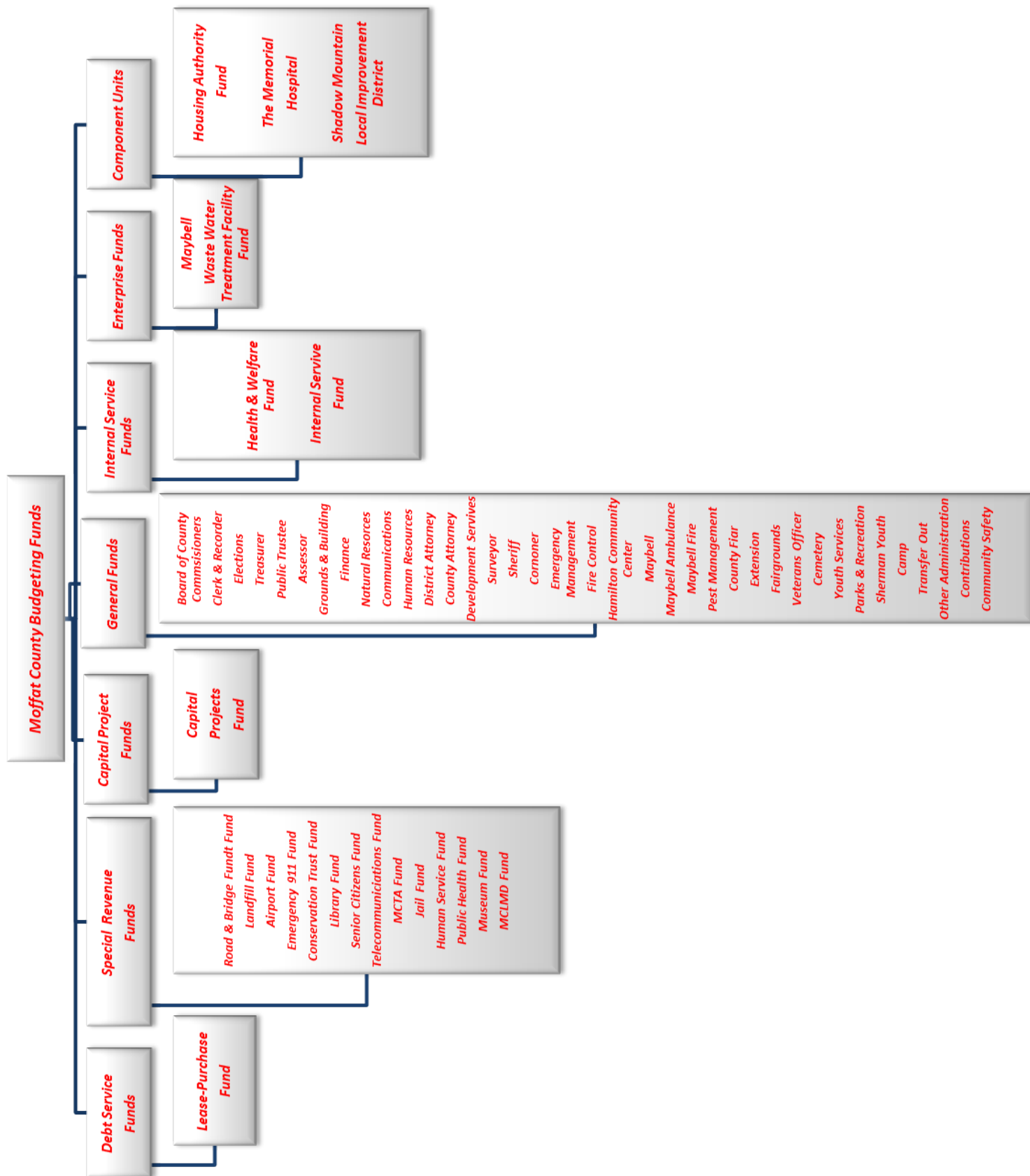
### **PROPRIETARY FUNDS**

**ENTERPRISE FUNDS**—Enterprise Funds are used to account for operations that are financed and operated in a manner similar to private business enterprises, where the intent of the government's council is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or where the government's council has decided that periodic determination of net income is appropriate for accountability purposes.

**INTERNAL SERVICE FUNDS**—Internal Service Funds are used to account for the financing of goods or services provided by a department or an agency to other departments or agencies of the government and to other government units, on a cost reimbursement basis.

**COMPONENT UNITS**—Component Units are legally separate organizations for which the County government is financially accountable. They may also be organizations for which the nature and significance of their relationships with the County government are such that exclusion would cause the County's financial statements to be misleading or incomplete.







## **Fund Balance Designation**

In accordance with Governmental Accounting Standards Board Statement 54 Moffat County has listed each fund balance with the following classifications depicting the relative strength of the constraints that control how specific amounts can be spent:

- **Non-spendable** fund balance includes amounts that are not in a spendable form (inventory, for example) or are required to be maintained intact (the principal of an endowment fund, for example).
- **Restricted** fund balance includes amounts that can be spent only for the specific purposes stipulated by external resource providers (for example, grant providers), constitutionally, or through enabling legislation (that is, legislation that creates a new revenue source and restricts its use). Effectively, restrictions may be changed or lifted only with the consent of resource providers.
- **Committed** fund balance includes amounts that can be used only for the specific purposes determined by a formal action of the government's highest level of decision-making authority. Commitments may be changed or lifted only by the government taking the same formal action that imposed the constraint originally.
- **Assigned** fund balance comprises amounts *intended* to be used by the government for specific purposes. Intent can be expressed by the governing body or by an official or body to which the governing body delegates the authority. In governmental funds other than the general fund, assigned fund balance represents the amount that is not restricted or committed. This indicates that resources in other governmental funds are, at a minimum, intended to be used for the purpose of that fund.
- **Unassigned** fund balance is the residual classification for the general fund and includes all amounts not contained in the other classifications. Unassigned amounts are technically available for any purpose. If another governmental fund has a fund balance deficit, then it will be reported as a negative amount in the unassigned classification in that fund. Positive unassigned amounts will be reported only in the general fund.

Source: GASB, March 2009



# MOFFAT COUNTY 2020 BUDGETING FUNDS

	General Fund	Special Revenue Funds	Capital Projects Fund	Lease-Purchase Fund	Internal Service Funds	Enterprise Funds	Component Units	Total Funds
Property Taxes	8,008,277	628,680	-	-	-	-	1,239,831	9,876,788
Sales Taxes	1,492,456	1,995,888	-	-	-	-	-	3,488,344
Specific Ownership Taxes	-	800,000	-	-	-	-	-	800,000
License & Permits	683	-	-	-	-	-	-	683
Intergovernmental	818,863	10,860,723	200,000	-	-	-	656,211	12,535,796
Charges for Services	1,380,232	799,500	-	-	4,222,919	36,960	67,040,357	73,479,968
Miscellaneous	294,551	516,215	260,000	-	220,000	-	1,582,059	2,872,825
Interest	250,000	292,700	95,000	3,000	30,000	1,600	6,734	679,034
Transfers In	-	2,255,720	-	733,025	230,000	-	-	3,218,745
Prior Year Reserves	1,069,977	2,142,484	1,060,998	-	1,750	-	1,353,996	5,629,205
<b>Total Revenue</b>	<b>13,315,038</b>	<b>20,291,910</b>	<b>1,615,998</b>	<b>736,025</b>	<b>4,704,669</b>	<b>38,560</b>	<b>71,879,188</b>	<b>112,581,388</b>
Personnel Expenditures	6,860,990	9,741,898	-	-	-	8,378	42,316,322	58,927,588
Operating Expenditures	3,661,463	8,101,711	-	736,025	3,996,883	28,156	29,239,591	45,763,829
Capital Expenditures	306,865	1,597,506	1,615,998	-	-	-	179,700	3,700,069
Transfers Out	2,485,720	733,025	-	-	-	-	-	3,218,745
<b>Fund Total Expenditures</b>	<b>13,315,038</b>	<b>20,174,140</b>	<b>1,615,998</b>	<b>736,025</b>	<b>3,996,883</b>	<b>36,534</b>	<b>71,735,613</b>	<b>111,610,231</b>
<b>Beginning Fund Balance</b>	13,248,959	17,565,099	4,837,575	566,593	960,244	351,013	8,795,592	46,325,075
<b>Ending Fund Balance</b>	12,178,982	15,540,386	3,776,577	566,593	1,666,280	353,038	7,585,171	41,667,027
<b>Restricted Reserves</b>	276,730	2,165,445	0	566,593	0	0	109,147	3,117,915
<b>Non-spendable</b>	0	1,425,052	0	0	66,637	238,529	0	1,730,218
<b>Committed Reserves</b>	3,332,461	2,081,408	3,776,577	0	0	0	120,170	9,310,616
<b>Assigned Reserves</b>	67,042	9,868,481	0	0	1,599,643	114,509	7,355,854	19,005,529
<b>Unassigned Reserves</b>	8,502,749	0	0	0	0	0	0	8,502,749



## Revenues by Category

Below is the revenue by category for both the County and the Hospital for 2020 Budget.

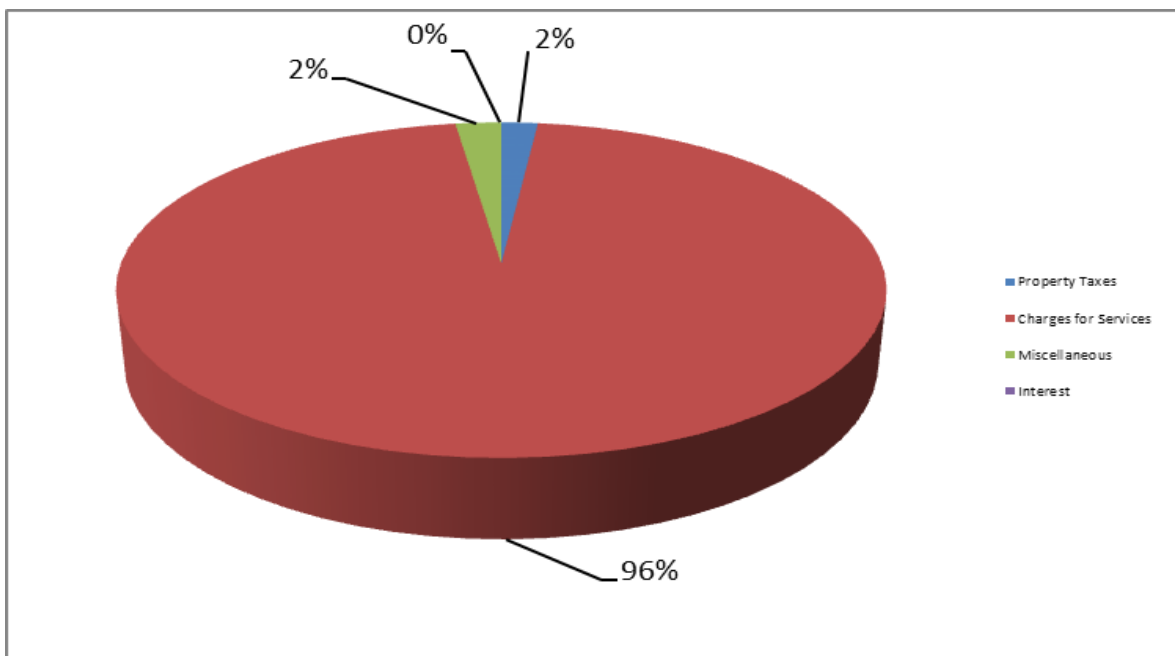
Tax Revenues		County	Hospital*	Total
Property Taxes		8,636,957	1,239,831	9,876,788
Specific Ownership Taxes		800,000	-	800,000
Sales Tax		3,488,344	-	3,488,344
Taxes	<b>Total Taxes</b>	<b>12,925,301</b>	<b>1,239,831</b>	<b>14,165,132</b>

Other Revenues		County	Hospital*	Total
Licenses & Permits		683	-	683
Intergovernmental		12,535,796	-	12,535,796
Charges for Services		6,842,226	66,637,742	73,479,968
Miscellaneous		1,321,969	1,550,856	2,872,825
Interest		679,034	-	679,034
	<b>Total Other Revenues</b>	<b>21,379,708</b>	<b>68,188,598</b>	<b>89,568,306</b>

Inter-Fund Transfers In		County	Hospital*	Total
Inter-Fund Transfers In		3,218,745	-	3,218,745
	<b>Total Inter-Fund Transfer In</b>	<b>3,218,745</b>	<b>-</b>	<b>3,218,745</b>
	<b>Total Revenue Sources</b>	<b>37,523,754</b>	<b>69,428,429</b>	<b>106,952,183</b>

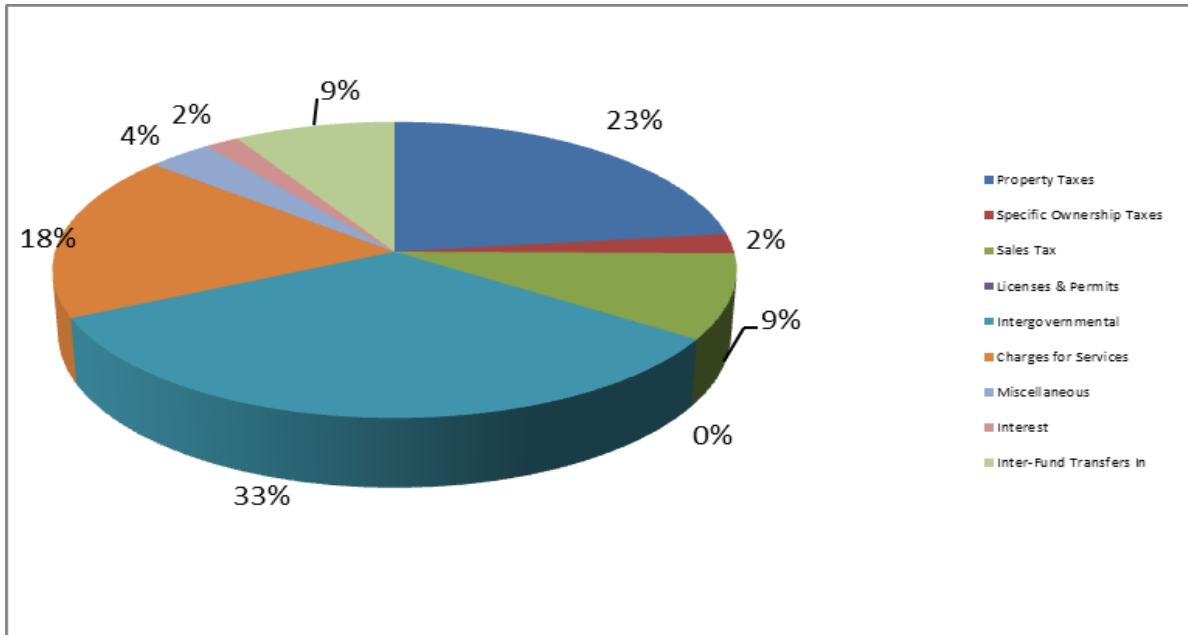
\*The property tax for the Hospital is a **voter dedicated mill levy** from the 2007 election of 3 mills not to exceed \$1,500,000 annually and sunsets in 2046.

The hospital receives 96% of its revenues from charges of services as shown in the chart below:





The County's revenue is more diverse than hospital revenues; receiving 23% from Property tax, 9% from sales tax and 33% from intergovernmental (mainly federal and state) as shown in the chart below.



## Sales Tax

Sales tax is composed of sales tax, cigarette tax, severance tax, lodging tax, local marketing district tax, airport excise tax, and 911 taxes.

### **County Sales Tax**

The County has a 2% sales tax. Of the county sales tax that is collected in the City of Craig and the Town of Dinosaur, 37.5% goes to the appropriate city or town, 62.75% is allocated to the Jail Fund to pay for the certificates of participation (COP's) for the Public Safety Center and maintenance and capital projects for Moffat County. All sales tax collected in the unincorporated part of the county is allocated to the General and Road Bridge Fund.



## Property Tax

Property taxes are collected on the assessed values of real, personal and utility property. Revenues from the 2019 assessment are received in the 2020 budget year. Property taxes include current property taxes, delinquent property tax, penalties, and interest. **Total property tax revenue from all sources is anticipated to increase \$274,801 from 2019 budget.**

## Mill Levy

The mill levy decreased from 23.902 to 23.888 in 2019. The decrease is due to abatements from 2018 property tax.

Fund	Mill Levy	Property Tax
General Fund	19.352	\$ 7,996,446
Human Services Fund	1.120	\$ 462,796
Public Health Fund	0.400	\$ 165,284
<b>SubTotal</b>	<b>20.872</b>	<b>\$ 8,624,526</b>
Hospital	3.000	\$ 1,239,831
<b>Voter Approved Mill Levy Total</b>	<b>23.872</b>	<b>\$ 9,864,357</b>
Abatement	0.016	\$ 6,611
<b>2020 Total</b>	<b>23.888</b>	<b>\$ 9,870,968</b>

### Concerns

2018 Top Ten Taxpayers		
Title	Assessed Value	Total Tax Dollars
Tri Sate Gen & Trans	\$ 95,629,400	\$ 6,133,236
Pacificorp-Electric	\$ 29,262,400	\$ 1,878,266
Public Service (Xcel)	\$ 21,492,200	\$ 1,374,246
Wexpro Company	\$ 19,158,226	\$ 1,127,730
ColoWyo Coal/Axil Basin Co	\$ 18,415,250	\$ 1,080,031
Rockies Express Pipeline	\$ 15,952,900	\$ 939,051
Trapper Mining Inc	\$ 14,080,794	\$ 903,749
Wyoming Interstate Co	\$ 12,760,000	\$ 751,181
Salt River Project	\$ 10,013,100	\$ 642,711
Overland Pass Pipeline	\$ 7,766,600	\$ 457,240
<b>Total</b>	<b>\$ 244,530,870</b>	<b>\$ 15,287,441</b>

The largest concern for Moffat County deals with the heavy reliance on property tax revenue. This concern is compounded by 61% of the assessed value being based on the top ten taxpayers, as shown in the chart to the left. These entities are involved in the energy business, which has a tendency to fluctuate. The energy business is undergoing many political changes at the National and State level, which could significantly impact Moffat County. The financial stability of the County has to be balanced against some measure of concern for the future. In order to address these issues

Moffat County has established reserve policies. These reserves could be used to offset a decrease in revenue along with implementation of the recession/net revenue shortfall plan should we lose a taxpayer.



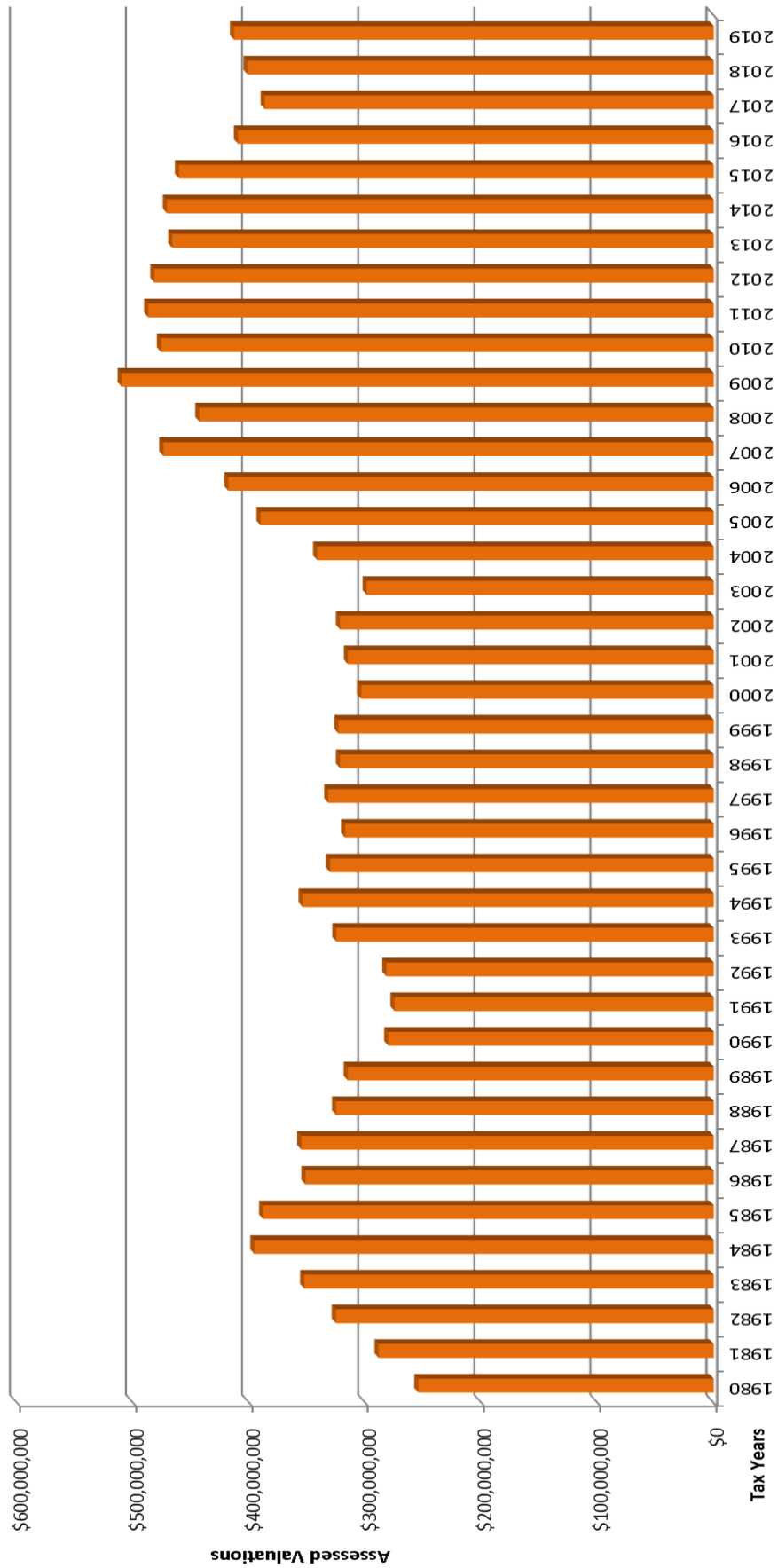
## Assessed Valuation History

Below is the assessed valuation history for Moffat County from 1980 to 2019:

<b>Tax Year</b>	<b>Assessed Valuations</b>	<b>Assessed Valuations + or -</b>	<b>% of Change + or -</b>
1980	\$254,378,310		
1981	\$288,702,830	\$34,324,520	13.49%
1982	\$325,499,220	\$36,796,390	12.75%
1983	\$352,857,580	\$27,358,360	8.41%
1984	\$395,764,170	\$42,906,590	12.16%
1985	\$388,190,810	(\$7,573,360)	-1.91%
1986	\$351,711,530	(\$36,479,280)	-9.40%
1987	\$355,261,930	\$3,550,400	1.01%
1988	\$325,238,180	(\$30,023,750)	-8.45%
1989	\$315,232,980	(\$10,005,200)	-3.08%
1990	\$280,318,210	(\$34,914,770)	-11.08%
1991	\$274,946,710	(\$5,371,500)	-1.92%
1992	\$281,935,320	\$6,988,610	2.54%
1993	\$325,044,415	\$43,109,095	15.29%
1994	\$354,142,457	\$29,098,042	8.95%
1995	\$330,417,300	(\$23,725,157)	-6.70%
1996	\$317,498,533	(\$12,918,767)	-3.91%
1997	\$332,024,037	\$14,525,504	4.57%
1998	\$321,893,587	(\$10,130,450)	-3.05%
1999	\$323,207,446	\$1,313,859	0.41%
2000	\$303,746,080	(\$19,461,366)	-6.02%
2001	\$315,097,823	\$11,351,743	3.74%
2002	\$321,878,318	\$6,780,495	2.15%
2003	\$298,877,332	(\$23,000,986)	-7.15%
2004	\$341,605,397	\$42,728,065	14.30%
2005	\$390,341,691	\$48,736,294	14.27%
2006	\$418,099,178	\$27,757,487	7.11%
2007	\$474,028,790	\$55,929,612	13.38%
2008	\$443,165,070	(\$30,863,720)	-6.51%
2009	\$509,921,669	\$66,756,599	15.06%
2010	\$476,142,793	(\$33,778,876)	-6.62%
2011	\$487,067,917	\$10,925,124	2.29%
2012	\$481,684,492	(\$5,383,425)	-1.11%
2013	\$466,342,922	(\$15,341,570)	-3.18%
2014	\$470,970,972	\$4,628,050	0.99%
2015	\$460,492,933	(\$10,478,039)	-2.22%
2016	\$409,697,812	(\$50,795,121)	-11.03%
2017	\$386,675,512	(\$23,022,300)	-5.62%
2018	\$401,479,680	\$14,804,168	3.83%
2019	\$413,210,307	\$11,730,627	2.92%



## Moffat County Assessed Valuations 1980 thru 2019





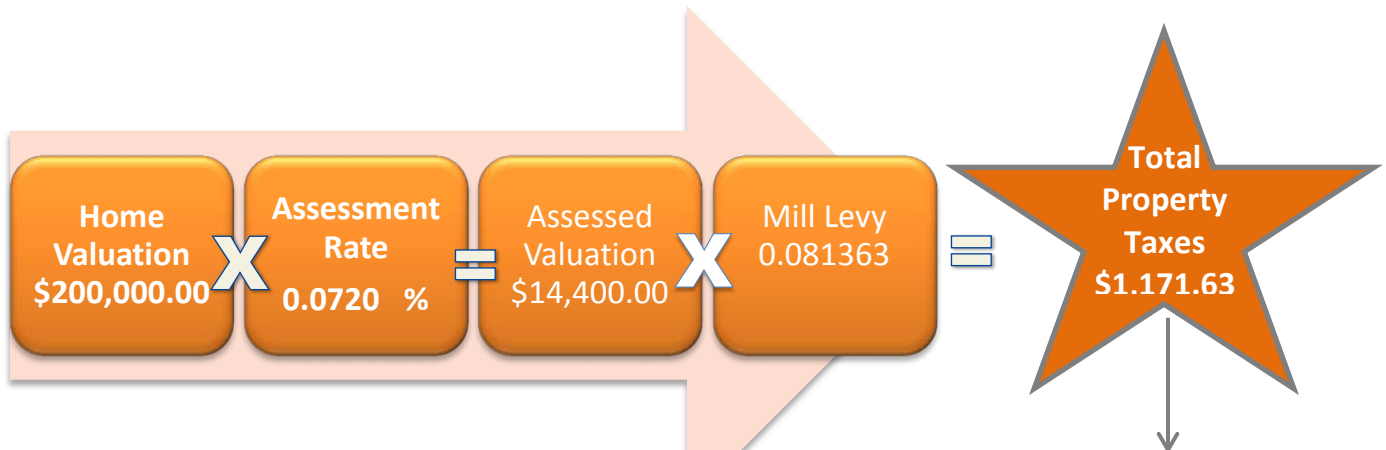
## Residential Property Tax

In addition to the 10 top taxpayers, the county receives 12.71% of property tax from residential property tax based on home valuation.

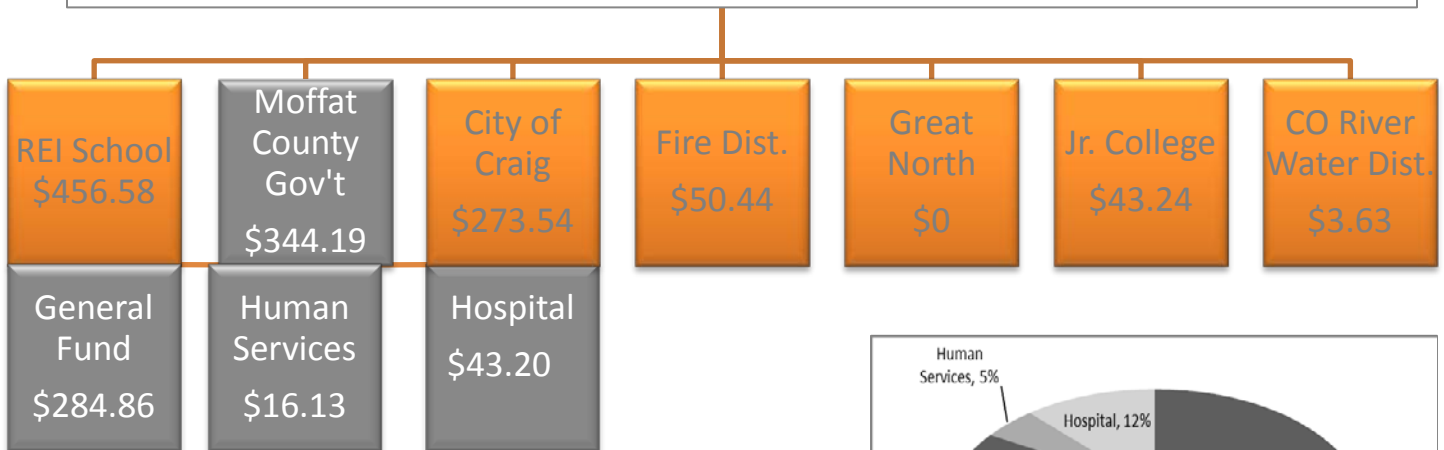
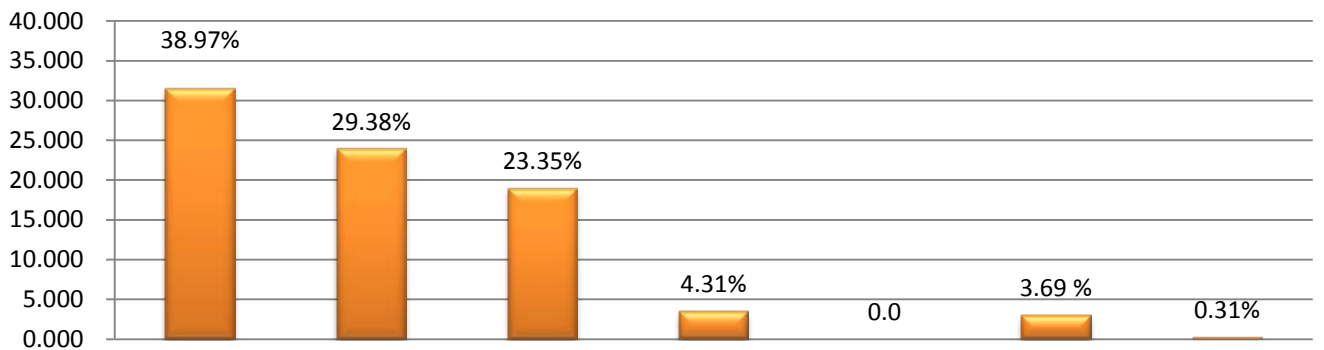
The next pages of graphics depict the property taxes billed for a residential property located within the City of Craig, the county seat of Moffat County, as well as an example in the Town of Dinosaur for the 2018 assessed valuation collected in 2019. The graphics also illustrate the use of the property taxes levied by Moffat County by fund for 2019.



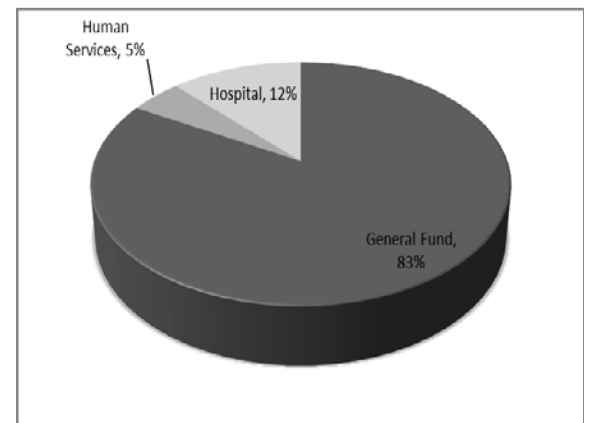
# Where Do My Property Taxes Go (City of Craig)?



## Mill Levy

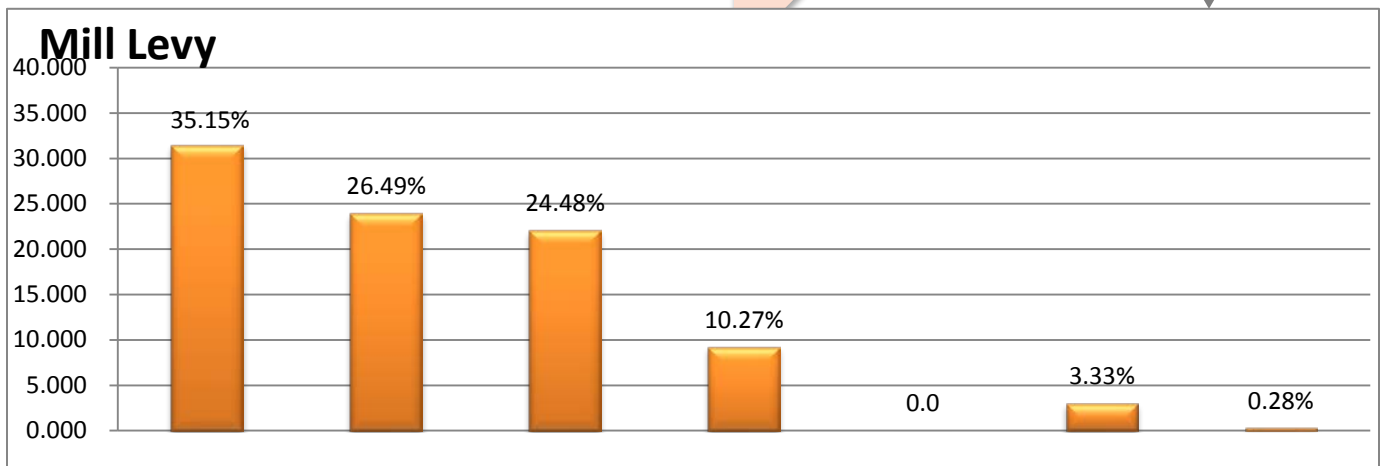
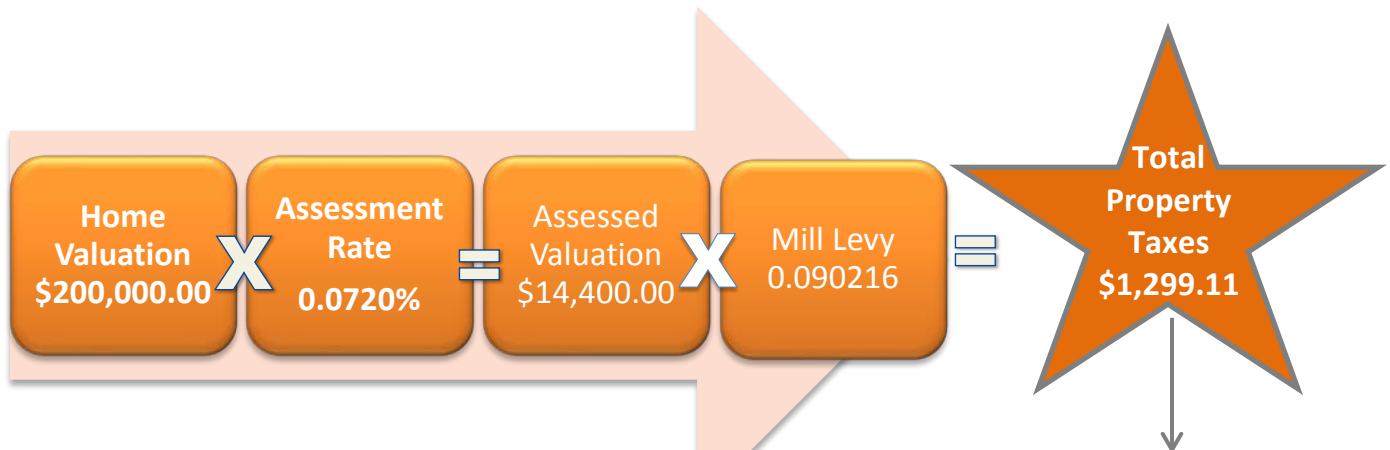


*This example highlights a home in the City of Craig which has been valued by the County Assessor at \$200,000. Actual tax bills vary depending on taxing district, valuation and property type.*

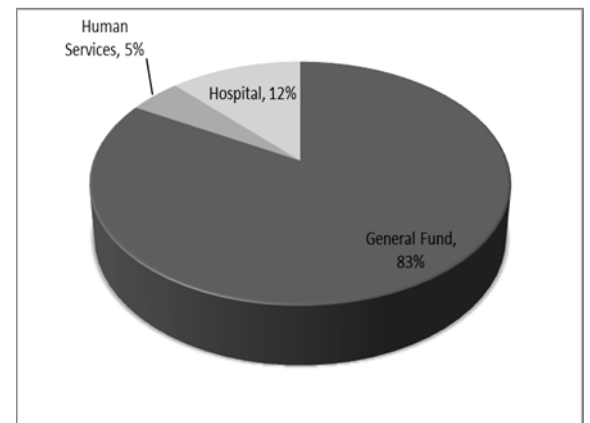




# Where Do My Property Taxes Go (Town of Dinosaur)?



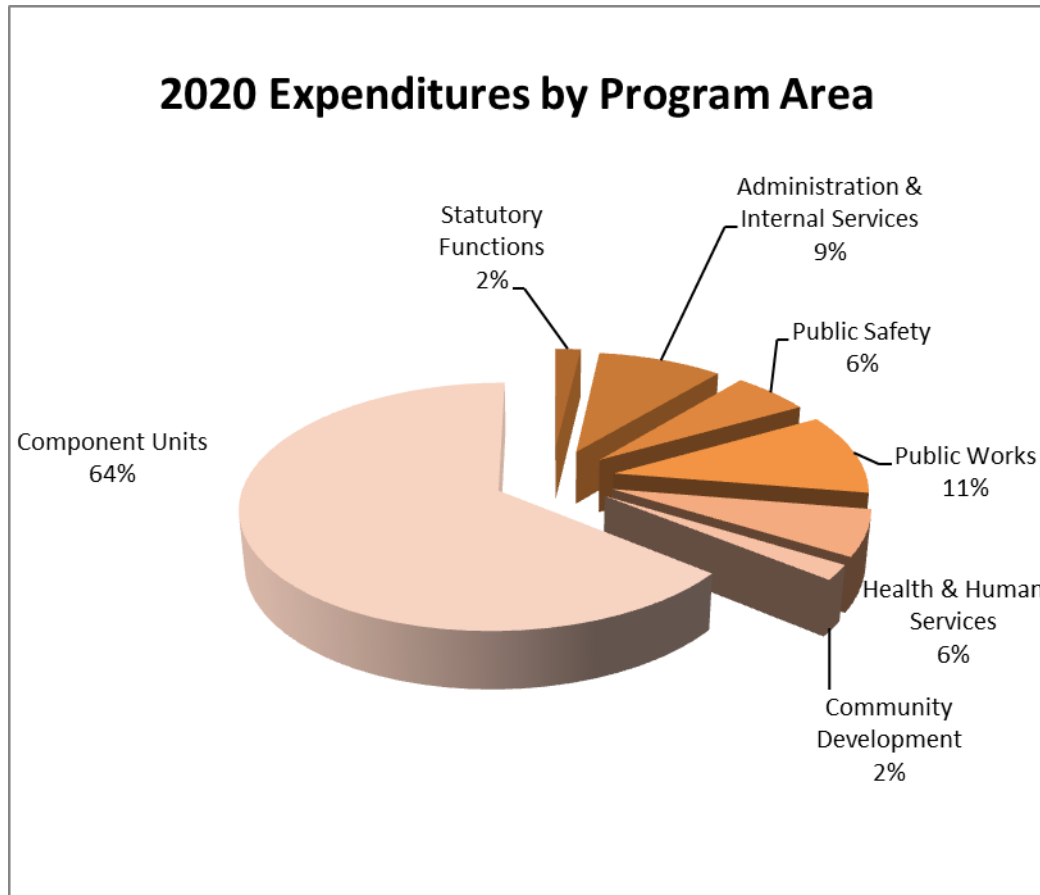
*This example highlights a home in the Town of Dinosaur which has been valued by the County Assessor at \$200,000. Actual tax bills vary depending on taxing district, valuation and property type.*





## Expenditures by Program Areas

All of Moffat County's major programs' expenditures are summarized on the following pages in program area sections: Statutory Function, Administration & Internal Services, Public Safety, Public Works, Health and Human Services, Community Development, and the Component Units.



Program Areas	2017 Actual	2018 Actual	2019 Estimate	2020 Budget
Statutory Functions	\$1,962,947	\$1,866,500	\$1,956,247	\$2,103,115
Administration & Internal Services	9,051,490	7,497,408	9,367,887	10,282,397
Public Safety	5,312,303	5,568,230	5,471,162	6,391,289
Public Works	9,226,135	10,839,491	11,191,732	12,008,016
Health & Human Services	6,158,537	5,835,753	5,897,032	6,855,335
Community Development	2,272,381	1,921,133	1,829,073	2,234,467
Component Units	54,031,121	63,986,233	69,744,570	71,735,613
<b>Program Areas Totals</b>	<b>\$88,014,912</b>	<b>\$97,514,748</b>	<b>\$105,457,703</b>	<b>\$111,610,231</b>



## Program Summary

Statutory Functions	2017 Actual	2018 Actual	2019 Estimate	2020 Budget
Board of County Commissioners	\$414,810	\$433,004	\$495,001	\$532,582
Clerk & Recorder's Office	633,655	565,846	502,875	534,377
Elections	70,504	73,922	80,808	100,626
Treasurer's Office	401,969	359,986	380,349	415,991
Public Trustee	17,320	17,123	18,284	18,382
Assessor's Office	399,719	392,921	453,292	467,630
Surveyor	24,969	23,697	25,638	33,528
<b>Statutory Functions</b>	<b>\$1,962,947</b>	<b>\$1,866,500</b>	<b>\$1,956,247</b>	<b>\$2,103,115</b>

Administration & Internal Services	2017 Actual	2018 Actual	2019 Estimate	2020 Budget
Finance	\$312,774	\$263,093	\$250,753	\$292,156
Communications	\$0	\$16,272	\$26,415	\$33,518
Human Resources	413,655	386,853	409,412	434,260
County Attorney	206,559	196,770	229,693	245,392
Other Administration	555,651	618,791	916,636	1,534,809
Health & Welfare	4,241,825	4,156,893	4,334,301	3,984,783
Central Duplicating	11,138	11,478	12,100	12,100
Information Services	459,751	455,460	472,349	496,912
Lease-Purchase	768,812	728,088	744,788	736,025
Telecommunications	20,751	21,993	26,720	26,720
Transfer Out	2,060,574	641,718	1,944,720	2,485,720
<b>Administration &amp; Internal Services</b>	<b>\$9,051,490</b>	<b>\$7,497,408</b>	<b>\$9,367,887</b>	<b>\$10,282,397</b>

Public Safety	2017 Actual	2018 Actual	2019 Estimate	2020 Budget
District Attorney	\$394,951	\$402,168	\$413,390	\$398,389
Sheriff's Office	1,750,671	1,594,442	1,638,457	1,892,435
Emergency Management	43,382	300,684	34,077	104,313
Emergency Management Ambulance	0	0	13,876	42,700
Fire Control	108,110	216,177	134,981	113,546
Coroner's Office	107,214	92,955	112,322	133,931
Community Safety	75,206	77,601	66,500	60,500
Emergency 911	86,801	86,268	119,200	192,500
Jail Fund	2,745,968	2,797,934	2,938,359	3,452,976
<b>Public Safety</b>	<b>\$5,312,303</b>	<b>\$5,568,230</b>	<b>\$5,471,162</b>	<b>\$6,391,289</b>



## Program Summary (continued)

Public Works	2017 Actual	2018 Actual	2019 Estimate	2020 Budget
Grounds & Building	\$772,032	\$758,974	\$750,469	\$839,910
Pest Management	351,762	221,562	282,828	364,841
Luttrell Barn	676	0	0	0
Fairgrounds	269,181	456,914	268,261	322,994
Cemetery	107,861	159,019	108,807	168,982
Parks & Recreation	150,457	158,931	178,213	221,938
Shadow Mountain Clubhouse	9,369	0	0	0
Sherman Youth Camp	8,567	9,517	11,860	19,570
Road & Bridge	6,399,638	8,181,026	8,562,143	7,556,006
Landfill	673,433	683,409	784,541	597,420
Airport	156,526	132,485	90,373	95,374
Conservation Trust	228,486	8,711	14,088	168,450
Maybell Waste Water Treatmentment Facility	49,872	30,126	48,242	36,534
Capital Projects	48,277	38,818	91,907	1,615,998
<b>Public Works</b>	<b>\$9,226,135</b>	<b>\$10,839,491</b>	<b>\$11,191,732</b>	<b>\$12,008,016</b>

Health & Human Services	2017 Actual	2018 Actual	2019 Estimate	2020 Budget
Maybell Ambulance	\$23,760	\$31,772	\$34,090	\$33,418
Maybell Volunteer Fire	99,248	24,395	24,726	24,726
Health Allotments	235,306	234,755	92,500	0
Veteran's Officer	18,495	16,639	25,708	26,697
Youth Services	145,972	149,175	193,849	255,436
Human Services	5,635,756	5,379,016	5,352,570	6,253,914
Public Health	0	0	173,589	261,143
<b>Health &amp; Human Services</b>	<b>\$6,158,537</b>	<b>\$5,835,753</b>	<b>\$5,897,032</b>	<b>\$6,855,335</b>

Community Development	2017 Actual	2018 Actual	2019 Estimate	2020 Budget
Development Services	\$265,331	\$221,995	\$205,922	\$221,252
Natural Resources	157,945	154,443	164,632	180,875
Hamilton Community Center	4,237	8,490	3,657	6,667
Maybell	35,366	38,706	43,150	23,706
County Fair	91,954	141,692	102,793	97,234
Extension Office	139,135	118,515	134,792	95,095
Museum	303,011	276,109	268,105	312,221
Contributions	121,280	53,000	42,300	40,000
Library	652,779	411,078	358,855	347,630
Senior Citizens	238,670	210,906	201,503	241,873
Moffat County Tourism Association	138,535	145,941	157,876	167,913
Moffat County Local Marketing District	124,138	140,258	145,488	500,000
<b>Community Development</b>	<b>\$2,272,381</b>	<b>\$1,921,133</b>	<b>\$1,829,073</b>	<b>\$2,234,467</b>



## Program Summary (continued)

Component Units	2017 Actual	2018 Actual	2019 Estimate	2020 Budget
Memorial Hospital	\$53,282,337	\$63,271,788	\$68,560,680	\$70,783,363
Housing Authority	640,480	695,581	1,127,215	900,575
Shadow Mtn Local Improvement District	108,304	18,864	56,675	51,675
<b>Component Units</b>	<b>\$54,031,121</b>	<b>\$63,986,233</b>	<b>\$69,744,570</b>	<b>\$71,735,613</b>

<b>Total All Programs</b>	<b>\$88,014,912</b>	<b>\$97,514,748</b>	<b>\$105,457,703</b>	<b>\$111,610,231</b>
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## General Fund Fund Summary

	2017 Actual	2018 Actual	2019 Estimate	2020 Budget
<b>Sources of Funds:</b>				
Property Taxes	\$ 7,367,215	\$ 7,493,672	\$ 7,947,571	\$ 8,008,277
Sales Tax	1,307,846	1,690,153	1,922,777	1,492,456
Specific Ownership Taxes	-	-	-	-
Licenses & Permits	44,720	40,127	2,075	683
Intergovernmental	594,379	719,647	828,427	818,863
Charges for Services	1,313,307	1,347,256	1,403,271	1,380,232
Miscellaneous	791,088	528,815	398,042	294,551
Interest	40,927	84,713	250,000	250,000
Transfer In	-	-	-	-
Fund Balance Used				1,069,977
<b>Total Sources of Funds</b>	<b>\$ 11,459,482</b>	<b>\$ 11,904,382</b>	<b>\$ 12,752,163</b>	<b>\$ 13,315,038</b>
<b>Uses of Funds:</b>				
Personnel	\$ 6,278,048	\$ 5,894,589	\$ 6,105,545	\$ 6,860,990
Operating	\$ 2,760,341	\$ 2,930,263	\$ 3,153,818	3,661,463
Capital Outlay	\$ 360,413	\$ 621,412	\$ 84,302	\$ 306,865
Transfers Out	\$ 2,060,574	\$ 641,718	\$ 1,944,720	\$ 2,485,720
<b>Total Uses of Funds</b>	<b>11,459,376</b>	<b>10,087,981</b>	<b>11,288,384</b>	<b>13,315,038</b>
<b>Annual Net Activity</b>	<b>\$ 107</b>	<b>\$ 1,816,404</b>	<b>\$ 1,463,778</b>	<b>\$ 0</b>
<b>Cumulative Balance:</b>				
<b>Beginning Fund Balance</b>	<b>\$ 9,968,665</b>	<b>\$ 9,968,772</b>	<b>\$ 11,785,180</b>	<b>\$ 13,248,959</b>
Change in Fund Balance	107	1,816,404	1,463,778	(1,069,977)
<b>Ending Fund Balance</b>	<b>\$ 9,968,772</b>	<b>\$ 11,785,180</b>	<b>\$ 13,248,959</b>	<b>\$ 12,178,982</b>
<b>Fund Balance Designations:</b>				
<b>Restricted</b>				
Natural Resources	\$ 14,632	\$ 14,632	\$ 14,632	\$ 14,632
Clerk & Recorder - Electronic Recording	\$ 167,589	\$ 170,927	\$ 176,159	\$ 170,159
Clerk & Recorder - HB 1140 & HB1193	\$ 188,414	\$ 139,076	\$ 108,961	\$ 78,846
Brown's Park School	\$ 11,292	\$ 6,686	\$ 6,686	\$ 6,686
<b>Restricted</b>	<b>\$ 381,927</b>	<b>\$ 331,322</b>	<b>\$ 306,439</b>	<b>\$ 276,730</b>
<b>Committed</b>				
60 Days Operating*	\$ 2,937,657	\$ 1,471,103	\$ 1,543,536	\$ 1,754,093
Countercyclical Reserve (5%)		\$ 441,243	\$ 462,968	\$ 526,123
Emergency (10% Reserve)	\$ 857,707	\$ 882,485	\$ 925,936	\$ 1,052,245
<b>Assigned</b>				
Capital Reserve	\$ 495,159	\$ 125,715	\$ 373,907	\$ 67,042
<b>Unassigned</b>				
Subsequent Year's Expenditures	\$ 5,296,322	\$ 8,533,313	\$ 9,636,173	\$ 8,502,749

\*Prior to 2018 Budget was 90 days operating, 60 days is a result of budget policy changes.



## General Fund Revenue Total\*

01-		2017 Actual	2018 Actual	2019 Estimate	2020 Budget
9000-4501	CURRENT PROPERTY	7,357,434	7,483,133	7,942,071	8,003,077
9000-4502	DELINQUENT PROPERTY	0	0	0	0
9000-4503	INTEREST & PENALTY	9,781	10,539	5,500	5,200
<b>Property Taxes:</b>		<b>7,367,215</b>	<b>7,493,672</b>	<b>7,947,571</b>	<b>8,008,277</b>
9000-4505	SALES TAX	1,304,987	1,687,515	1,570,000	1,269,456
9000-4506	CIGARETTE TAX	2,859	2,638	3,000	3,000
9000-4507	SEVERANCE TAX	0	0	349,777	220,000
<b>Sales Taxes:</b>		<b>1,307,846</b>	<b>1,690,153</b>	<b>1,922,777</b>	<b>1,492,456</b>
<b>Federal:</b>					
9100-4520	PILT	0	0	15,000	0
9100-4524	MINERAL LEASE	328,407	191,097	584,823	600,000
9100-4526	WILDLIFE	14,051	12,061	13,406	4,345
9100-4530	COST ALLOCATION	82,494	69,775	47,740	57,340
9100-4647	EMERGENCY MANAG	0	14,562	15,000	52,156
9100-4834	VEST GRANT	2,465	0	3,000	3,000
<b>State:</b>					
9200-4550	SB94 CASE MANAGEMENT	33,564	35,691	32,722	32,722
9200-4554	SB94 MISC	2,731	6,774	7,000	10,000
9200-4570	COLO CORRECT TREATMNT GRANT	0	0	40,599	40,599
9200-4625	EMS PASSTHROUGH	15,000	0	0	0
9200-4640	VETERANS OFFICER	4,158	11,700	14,700	14,700
9200-4642	FOREST SERVICE GRANT	3,825	0	3,630	0
9200-4643	SEARCH & RESCUE	13,748	0	0	0
9200-4647	EMERGENCY MANAG	13,367	0	0	0
9200-4650	FIRE FUND RELIEF	8,139	0	0	0
9200-4842	IMPACT GRANT	15,090	8,500	4,250	1,000
9200-4844	ELEC RECORDING TECH BOARD GR.	0	73,242	41,221	0
9200-4849	GRANTS	0	10,000	0	0
9200-4850	FINES	10,900	5,780	5,246	3,000
9200-4851	RANCH WATCH GRANT	45	0	90	0
9200-4855	PUBLIC HEALTH	46,396	45,836	0	0
9200-4856	PUBLIC HEALTH AND ENVIRONMENT	0	234,628	0	0
<b>Intergovernmental:</b>		<b>594,379</b>	<b>719,647</b>	<b>828,427</b>	<b>818,863</b>
9400-4770	LIQUOR LICENSE	658	1,533	1,525	683
9400-4771	BUILDING/SEPTIC PERMITS	44,062	38,594	550	0
<b>License &amp; Permits:</b>		<b>44,720</b>	<b>40,127</b>	<b>2,075</b>	<b>683</b>
9400-4769	EMERG MNGNMENT AMBULANCE	0	0	0	34,160
9400-4772	ICE RINK	62,899	57,654	63,000	63,000
9400-4773	PLANNING FEES	4,350	1,900	2,000	2,000
9400-4774	CONTRACTOR REVENUE	620	60	0	0
9400-4776	CAMPGROUND RENTAL/FEE	11,707	12,706	10,853	10,853



01-		2017 Actual	2018 Actual	2019 Estimate	2020 Budget
9400-4778	SMV RENTS	4,308	0	0	0
9400-4779	PENALTY ASSESSMENT	12,345	9,425	8,800	10,000
9400-4780	SHERIFF'S FEES	35,311	35,549	49,348	30,000
9400-4781	LUTTRELL BARN	200	0	0	0
9400-4782	CLERK FEES	284,102	274,488	280,000	280,000
9400-4783	TREASURER FEES	699,856	741,699	750,000	750,000
9400-4784	ASSESSOR FEES	2,189	4,568	5,700	6,000
9400-4785	P & R FEES	9,052	2,775	10,613	7,480
9400-4786	FAIRGROUND FEES	18,845	15,450	19,730	15,000
9400-4787	MAYBELL AMBULANCE FEES	5,553	9,007	5,000	5,000
9400-4788	WEED CONTROL	18,432	12,834	11,535	11,535
9400-4790	CONFERENCE ROOMS	20	0	0	0
9400-4790	PUBLIC TRUSTEE FEE	17,000	15,583	6,000	6,000
9400-4791	P&R CONCESSIONS	580	1,369	500	500
9400-4792	ELECTRONIC RECORDING	46,498	41,039	37,000	37,000
9400-4795	CABLE FRANCHISE FEE	4,589	4,563	4,346	4,346
9400-4796	SHERIFF FEES/FINGERPRINT	40	40	0	0
9400-4797	CEMETERY OPENINGS	8,730	16,385	15,000	12,000
9400-4798	CEMETERY SALE OF LOTS	14,615	9,475	10,000	8,000
9400-4799	CEMETERY VASES FOUNDATION	489	140	600	300
9400-4835	MAYBELL PARK CAMPSITE FEES	27,309	29,747	28,938	0
9400-4854	MAYBELL PARK OTHER FEES	115	100	0	0
9400-4855	MAYBELL PARK SHOWERS	4,422	4,083	4,000	0
9400-4856	MAYBELL PARK DUMP FEES	1,860	1,999	1,750	0
9400-4857	OVERNIGHT CAMPING FAIRGROUND	2,486	2,629	2,000	2,000
9400-4858	OVERNIGHT CAMPING LOUDY SIMPSE	1,264	200	100	100
9400-4859	RV DUMP FEES	9,461	8,561	9,000	9,000
9400-4860	SB215 FEES	2,599	2,118	5,000	7,000
9400-4861	FREEMAN/SHERMAN DAY USE	1,460	2,371	2,343	2,343
9400-4862	CLERK LATE FEES	0	28,738	60,115	60,115
9400-4863	EXTENSION	0	0	0	6,500
<b>Charges for Services:</b>		<b>1,313,307</b>	<b>1,347,256</b>	<b>1,403,271</b>	<b>1,380,232</b>
9500-4550	GAINS/LOSS INVESTMENTS	(5,540)	(3,195)	0	0
9500-4559	UNITED WAY	587	255	272	500
9500-4645	MAYBELL VOLUNTEER FIRE DEPT	5,032	6,202	0	0
9500-4782	SHERMAN DONATIONS	500	500	0	0
9500-4793	CONCESSION/HAY	2,142	12,194	9,000	9,000
9500-4794	VETERANS	1,543	0	0	0
9500-4802	RENTS	86,310	92,457	84,000	84,000
9500-4811	BONUS TAX SALE	4,778	5,843	3,000	3,000
9500-4820	SALE OF IT ASSETS	303	880	1,055	500
9500-4830	SALE OF ASSETS	266,262	0	1,500	0
9500-4839	DUI LEAF	16,999	10,306	7,800	4,500



01-		2017 Actual	2018 Actual	2019 Estimate	2020 Budget
9500-4840	MISC REVENUE	3,295	14,620	0	0
9500-4841	PLATTE RIVER POWER	61,099	61,099	36,216	36,216
9500-4842	YOUTH SERVICES	2,905	3,805	1,000	2,000
9500-4844	MOCO FAIR DONATIONS	62,371	101,375	25,000	6,000
9500-4853	CITY OF CRAIG	12,000	12,000	12,000	12,000
9500-4854	TOWN OF DINOSAUR	56,000	0	0	0
9500-4901	DA BUDGET OVERAGE	33,963	30,004	24,563	0
9500-4904	HAMILTON COMM CENTER DONATIO	85	100	0	0
9500-4905	MAYBELL PARK DONATIONS	5,160	2,853	0	0
9500-4906	OEM DONATIONS	1,000	0	0	0
9500-4908	FAIRGROUNDS DONATIONS	0	1,500	3,500	0
9800-4531	COMMISSIONER TRAVEL	1,552	0	1,243	0
9800-4532	CLERK&REC COPIES	1,232	2,971	2,000	2,000
9800-4535	ELECTIONS OTHER	38,871	16,928	19,904	10,000
9800-4536	DEPARTMENTS/COPIES - TELEPHON	758	18	0	0
9800-4537	SHERIFF TRAINING	99	20,386	9,571	4,000
9800-4539	SHERIFF OPERATING	3,202	3,075	8,681	1,000
9800-4540	SHERIFF OT	941	5,063	20,000	5,000
9800-4542	TREAS POSTAGE	468	1,695	0	0
9800-4547	ASSESSOR COPIES	8,880	6,372	6,198	5,000
9800-4551	INSURANCE REIMBURSEMENT	4,821	0	0	0
9800-4555	ATTORNEY SALARIES	22,654	19,426	28,000	17,804
9800-4556	ATTORNEY EXPENSES	2,465	645	1,600	457
9800-4557	CORONER	0	1,500	200	0
9800-4562	PAYROLL PROCESSING	0	53	0	0
9800-4563	OEM	0	5,471	0	0
9800-4564	PARKS & REC	0	0	135	0
9800-4566	DEVELOPMENT SERVICES	(42)	0	0	0
9800-4568	FINANCE OPERATING	41	2	0	0
9800-4569	MAYBELL AMBULANCE	266	986	0	0
9800-4850	INFORMATION SYSTEMS	7,170	6,899	8,442	8,442
9800-4851	GROUND & BUILDING	80,501	83,937	82,631	82,631
9800-4854	YOUTH SEV CLASSES	100	200	300	500
9800-4855	NATURAL RESOURCES	318	0	201	0
9800-4856	SHADOW MTN CLUBHOUSE	0	265	0	0
9800-4857	HAMILTON COMMUNITY CENTER	0	125	29	0
<b>Miscellaneous:</b>		<b>791,088</b>	<b>528,815</b>	<b>398,042</b>	<b>294,551</b>
9500-4801	INTEREST EARNED	40,927	84,713	250,000	250,000
<b>Interest:</b>		<b>40,927</b>	<b>84,713</b>	<b>250,000</b>	<b>250,000</b>



<b>01-</b>		<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Estimate</b>	<b>2020 Budget</b>
9903-4360	FROM RETIREMENT	0	0	0	0
9916-4360	FROM CENTRAL DUPLICATING	0	0	0	0
9929-4360	FROM MUSEUM	0	0	0	0
	<b>Transfer In:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total Revenue:</b>	<b>11,459,482</b>	<b>11,904,382</b>	<b>12,752,163</b>	<b>12,245,061</b>

\*Revenue detail is also listed under departments that receive revenue in General Fund to identify specific collections by department.





**Moffat County Commissioners: Ray Beck, Don Cook and Donald Broom**  
**Phone: (970) 824-5517**  
**Email: [bocc@moffatcounty.net](mailto:bocc@moffatcounty.net)**

### **Mission Statement:**

It is the Mission of the Moffat County Commissioners to serve the people of Moffat County.

### **Purpose of Department:**

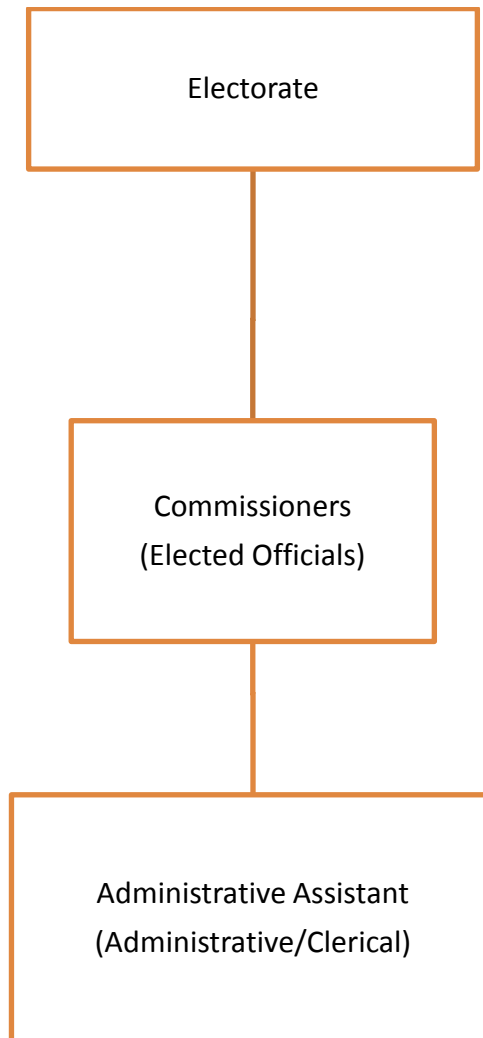
- ✓ Govern responsibly in accordance with the State constitution and on behalf of the legislature in order to represent the interest of, and provide public services to the citizens of Moffat County.
- ✓ Provide a natural and social environment suitable for a variety of commercial, recreational and personal pursuits in which people can live, work, play, grow up and grow old, reasonably safe from crime and other harm.



*Board of County Commissioners Personnel Schedule*

Position Title	Budget Code Title	FTE
Commissioner	Elected Official	3.00
BOCC Administrative Assistant	Administrative/Clerical	0.67
<b>Total</b>		<b>3.67</b>

**Board of County Commissioners Organizational Chart**





## Board of County Commissioner Expenditures

		2017	2018	2019	2020
		Actual	Actual	Budget	Budget
<b>01-0100-</b>					
01-6000	ELECTED OFFICIALS	209,790	211,444	234,047	234,627
06-6000	ADMINISTRATIVE/CLERICAL	0	28,343	28,560	29,305
09-6000	SECRETARY	28,234	0	0	0
00-6060	FRINGE BENEFITS	77,874	72,630	74,578	96,697
00-6364	RETIREMENT	5,366	14,029	11,034	15,836
<b>Personnel Expenditures:</b>		<b>321,265</b>	<b>326,446</b>	<b>348,219</b>	<b>376,465</b>
00-6075	PROF SERV AUDIT	28,695	28,695	29,527	30,000
00-6076	PROF SERV LEGAL	1,500	7,556	8,586	10,576
00-6085	OFFICE SUPPLIES	1,420	650	1,376	1,800
00-6086	POSTAGE	10	85	17	35
00-6087	COPIES	227	0	448	450
00-6088	ADVERTISING/LEGAL NOTICES	7,276	6,358	6,600	8,235
00-6103	TELEPHONE	638	355	0	0
00-6108	TRAVEL/STAFF DEVELOPMENT	7,417	5,438	11,091	11,724
00-6300	DUES & MEETINGS	35,616	35,941	35,975	36,000
00-6345	GRANT	1,000	1,000	0	0
00-6349	MISCELLANEOUS	9,748	7,981	4,500	5,797
00-6370	SOIL CONSERVATION	0	12,500	12,500	12,500
<b>Operating Expenditures:</b>		<b>93,546</b>	<b>106,559</b>	<b>110,620</b>	<b>117,117</b>
00-6225	CAPITAL OUTLAY-VEHICLE	0	0	36,162	39,000
<b>Capital Expenditures:</b>		<b>0</b>	<b>0</b>	<b>36,162</b>	<b>39,000</b>
<b>Expenditure Total:</b>		<b>414,810</b>	<b>433,004</b>	<b>495,001</b>	<b>532,582</b>

## Board of County Commissioner Revenues

		2017	2018	2019	2020
		Actual	Actual	Estimate	Budget
<b>Account Number &amp; Title</b>					
01-9800-4531	REIMB-COMMISSIONER TRAVEL	1,552	0	1,243	0
<b>Revenue Total</b>		<b>1,552</b>	<b>0</b>	<b>1,243</b>	<b>0</b>



# Moffat County Clerk & Recorder



**Moffat County Clerk & Recorder: Tammy Raschke**

**Phone: 970-824-9116**

**Email: [traschke@moffatcounty.net](mailto:traschke@moffatcounty.net)**

## **Mission Statement:**

Our Team Mission Statement:

“Dedication to the highest quality of customer service delivered with integrity, friendliness, and enthusiasm.”

## **Purpose of Department:**

The County Clerk & Recorder’s Office is responsible for administering a number of state statutes in regards to motor vehicles and elections. The Clerk’s Office also serves as clerk to the Board of County Commissioners, and recorder of legal documents.

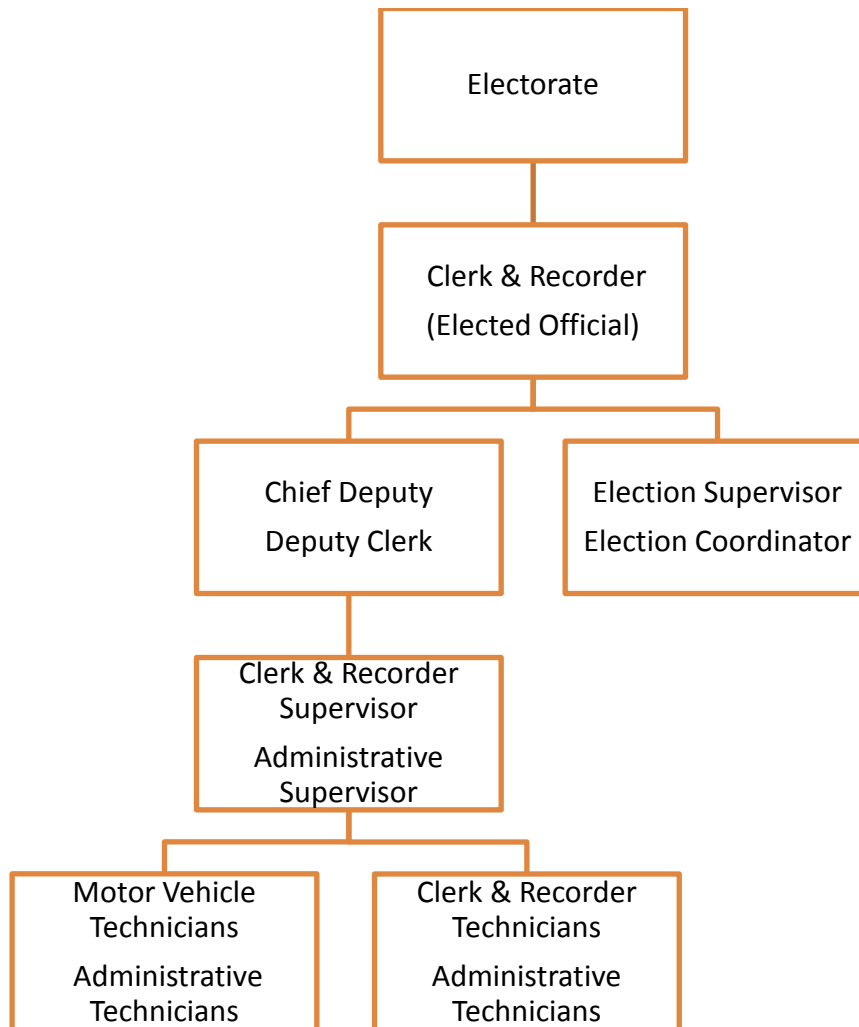
- ✓ Clerk to the Board: Maintains and preserves the minutes of all meetings including Board of Equalization and Board of Health.
- ✓ Recording Division: Records and indexes all documents which establish legal rights to property. Additionally this department processes all land surveys, plat maps and military separation records.
- ✓ Election Division: Chief Election Officer of the County is responsible for the registration of voters and administrative functions relative to the conduct of primary, general and special district elections.
- ✓ Motor Vehicle Division: This division is responsible for titling and registering all motor vehicles, issuing license plates and collecting taxes and fees as set by Colorado law and acts as an authorized agent of the Colorado Department of Revenue.



*Clerk and Recorder Personnel Schedule*

Position Title	Budget Code Title	FTE
Clerk & Recorder	Elected Official	1.00
Chief Deputy	Deputy Clerk	1.00
Senior Clerk & Recorder Technician	Administrative Supervisor	1.00
Motor Vehicle Technician	Technicians	1.00
Clerk & Recorder Technician	Technicians	1.00
Clerk & Recorder Technician	Administrative Part-Time	0.70
Election Coordinator	Election Coordinator	1.00
Contract Labor	Contract Labor	0.00
<b>Total</b>		<b>6.70</b>

**Clerk & Recorder Organizational Chart**





### Clerk and Recorder Expenditures

	2017	2018	2019	2020
	Actual	Actual	Estimate	Budget
<b>01-0300-</b>				
01-6000 ELECTED OFFICIAL	58,500	58,906	82,158	81,367
03-6000 ADMINISTRATIVE SUPERVISOR	0	46,075	40,501	46,031
04-6000 DEPUTY CLERK	51,199	37,385	47,512	53,561
05-6000 PROF EMPLOYEE	1,778	0	0	0
09-6000 ELECTION COORDINATOR	0	41,058	32,043	40,110
10-6000 TECHINCIA NS	225,175	118,506	74,554	76,058
31-6000 ADMINISTRATIVE PART-TIME	13,249	61	19,740	22,895
37-6000 OFFICE ASSISTANT	11,385	25	0	0
00-6034 OVERTIME	89	4,501	3,853	0
00-6038 LONGEVITY	5,200	5,216	2,690	2,704
00-6060 FRINGE BENEFITS	199,533	151,730	122,495	162,862
00-6364 RETIREMENT	20,148	18,614	13,256	17,789
<b>Personnel Expenditures:</b>	<b>586,256</b>	<b>482,076</b>	<b>438,802</b>	<b>503,377</b>
00-6084 MISC EQUIPMENT	817	1,457	1,500	1,500
00-6085 OFFICE SUPPLIES	5,853	4,852	4,500	4,500
00-6086 POSTAGE	6,648	6,311	8,500	8,500
00-6090 COMPUTER/EXPENSE/SER	1,799	19,614	1,500	1,500
00-6108 TRAVEL/STAFF DEVELOPMENT	1,716	3,171	2,000	3,500
00-6123 REPAIRS EQUIP/MAINT	2,302	2,299	2,000	2,000
00-6193 ELEC REC TECH BOARD GRANT	0	36,063	34,573	0
00-6256 ELECTRONIC RECORDING	24,870	7,256	7,000	7,000
00-6300 DUES & MEETINGS	1,909	1,825	1,500	1,500
00-6301 EMPLOYEE EDUCATION	60	0	0	0
00-6349 MISCELLANEOUS	1,425	922	1,000	1,000
<b>Operating Expenditures:</b>	<b>47,399</b>	<b>83,770</b>	<b>64,073</b>	<b>31,000</b>
00-6220 CAPITAL OUTLAY-OFFICE	0	0	0	0
<b>Capital Expenditures:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Expenditure Total:</b>	<b>633,655</b>	<b>565,846</b>	<b>502,875</b>	<b>534,377</b>

### Clerk and Recorder Revenues

	2017	2018	2019	2020
Account Number & Title	Actual	Actual	Estimate	Budget
01-9200-4844 ELECTRONIC RECORDING TECH BOARD C	0	73,242	41,221	0
01-9400-4770 CHG SERVICES-LIQUOR LICENSE	658	1,533	1,525	683
01-9400-4782 CHG SERVICES-CLERK FEES	284,102	274,488	280,000	280,000
01-9400-4792 ELECTRONIC RECORDING	46,498	41,039	37,000	37,000
01-9400-4862 CLERK LATE FEES	0	28,738	60,115	60,115
01-9800-4532 REIMB-CLERK&REC COPIES	1,232	2,971	2,000	2,000
<b>Revenue Total</b>	<b>332,489</b>	<b>422,010</b>	<b>421,861</b>	<b>379,798</b>



# Clerk & Recorder Election's Division



**Moffat County Clerk & Recorder: Tammy Raschke**  
**Phone: 970-824-9116**  
**Email: [traschke@moffatcounty.net](mailto:traschke@moffatcounty.net)**

## **Mission Statement:**

Moffat County is dedicated to the integrity and transparency in the conduct of fair and accurate elections.

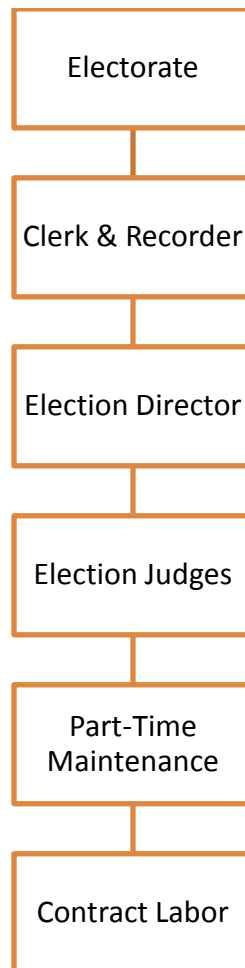
## **Purpose of Department:**

- ✓ The election department is responsible for voter registration and the conduct of all primary, general and special county elections, training of election judges, and tabulation and certification of election results.
- ✓ Election conduct is according to state statute and directed by the Secretary of State.
- ✓ The election department also provides election services and assistance to municipalities, school districts and special districts of Moffat County.
- ✓ Encourages voter participation and equality.
- ✓ Provides information and assistance with voting information, candidate campaign finance and voter registration.



<i>Elections Personnel Schedule</i>		
Postion Title	Budget Code Title	FTE
Election Judges	Judges	n/a
Contract Labor	Contract Labor	n/a
<b>Total</b>		<b>0.00</b>

### Elections Organizational Chart





## Elections Expenditures

		2017	2018	2019	2020
		Actual	Actual	Estimate	Budget
<b>01-0400-</b>					
00-6051	JUDGES	2,680	5,790	6,608	8,260
	<b>Personnel Expenditures:</b>	<b>2,680</b>	<b>5,790</b>	<b>6,608</b>	<b>8,260</b>
00-6084	MISC EQUIPMENT	1,176	750	2,000	2,000
00-6086	POSTAGE	4,058	6,489	4,000	8,000
00-6088	ADVER/LEGAL NOTICES	202	1,464	1,000	1,000
00-6090	COMPUTER EXPENSE/SER	1,591	0	1,000	1,000
00-6100	OPERATING SUPPLIES	17,605	22,329	20,000	33,370
00-6103	TELEPHONE	15	0	0	0
00-6108	TRAVEL/STAFF DEVELOPMENT	2,578	2,535	4,000	4,000
00-6240	EQUIPMENT RENTAL	30,904	31,522	32,000	32,796
00-6300	DUES & MEETINGS	2,266	210	2,500	2,500
00-6349	MISCELLANEOUS	747	824	1,000	1,000
00-6505	EVEN YEAR ELECTION EXPENSE	6,683	2,010	6,700	6,700
	<b>Operating Expenditures:</b>	<b>67,824</b>	<b>68,132</b>	<b>74,200</b>	<b>92,366</b>
00-6228	ELECTION-CAPITAL OUTLAY	0	0	0	0
	<b>Capital Expenditures:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Expenditure Total:</b>	<b>70,504</b>	<b>73,922</b>	<b>80,808</b>	<b>100,626</b>

## Elections Revenues

		2017	2018	2019	2020
		Actual	Actual	Estimate	Budget
<b>Account Number &amp; Title</b>					
01-9800-4535	REIMB-ELECTIONS OTHER	38,871	16,928	19,904	10,000
	<b>Revenue Total</b>	<b>38,871</b>	<b>16,928</b>	<b>19,904</b>	<b>10,000</b>



# Moffat County Treasurer



**Moffat County Treasurer: Linda Peters**

**Phone: 970-824-9111**

**Email: [lpeters@moffatcounty.net](mailto:lpeters@moffatcounty.net)**

## **Mission Statement:**

The Moffat County Treasurer is the custodian of all funds for the county. Our mission is to provide collection; receipt and deposit services for all funds due to and received by the county in a courteous, efficient, accurate, accountable and timely manner and provide other support as required of the community and government.

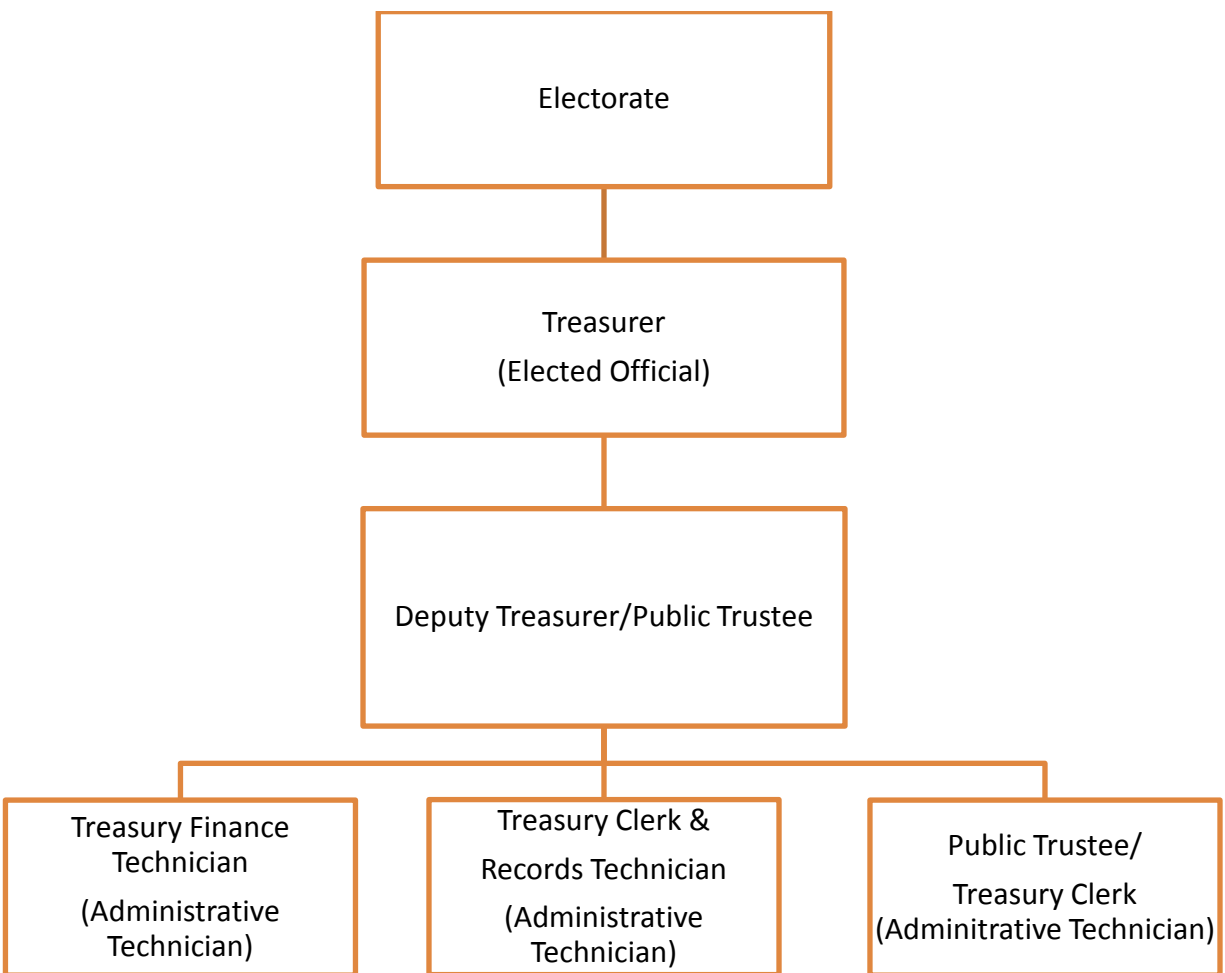
## **Purpose of Department:**

- ✓ The Treasurer is the custodian of all funds for the county.
- ✓ The Treasurer's primary function is the collection and distribution of property taxes in compliance with Colorado Statutes.
- ✓ The Treasurer is responsible for the collection of unpaid property taxes and special assessments.
- ✓ The Treasurer also conducts an annual tax lien sale for unpaid real property and manufactured home taxes.



<i>Treasurer Personnel Schedule</i>		
<b>Position Title</b>	<b>Budget Code Title</b>	<b>FTE</b>
Treasurer	Elected Official	0.75
Deputy Treasurer/Public Trustee	Deputy Treasurer	1.00
Treasury Finance Technician	Administrative Technicians	1.00
Treasury Clerk & Records Technician	Administrative Technicians	1.00
<b>Total</b>		<b>3.75</b>

### Elections Organizational Chart





## Treasurer Expenditures

	2017	2018	2019	2020
	Actual	Actual	Estimate	Budget
<b>01-0500-</b>				
01-6000 ELECTED OFFICIAL	58,500	58,799	81,353	81,367
04-6000 DEPUTY CLERK	51,646	51,845	52,242	53,605
10-6000 ADMINISTRATIVE TECHNICIANS	123,677	98,712	83,865	86,053
00-6038 LONGEVITY	5,200	2,610	2,630	2,704
00-6060 FRINGE BENEFITS	113,038	101,861	100,652	132,445
00-6364 RETIREMENT	14,341	11,789	13,214	13,424
<b>Personnel Expenditures:</b>	<b>366,402</b>	<b>325,616</b>	<b>333,956</b>	<b>369,598</b>
00-6085 OFFICE SUPPLIES	2,889	3,403	4,095	4,095
00-6086 POSTAGE	11,159	8,835	13,427	13,427
00-6088 ADVERTISE/LEGAL NOTICES	19,258	19,409	21,055	21,055
00-6089 PRINTING	320	564	474	474
00-6108 TRAVEL/STAFF DEVELOPMENT	0	0	2,500	2,500
00-6112 BONDS	0	0	1,800	1,800
00-6123 REPAIRS EQUIP/MAINTENANCE	129	169	234	234
00-6131 OFFICE EQUIPMENT	263	563	577	577
00-6300 DUES & MEETINGS	850	800	800	800
00-6301 EMPLOYEE EDUCATION	245	450	1,000	1,000
00-6349 MISCELLANEOUS	454	178	431	431
<b>Operating Expenditures:</b>	<b>35,567</b>	<b>34,370</b>	<b>46,393</b>	<b>46,393</b>
00-6220 CAPITAL OUTLAY OFFICE	0	0	0	0
<b>Capital Expenditures:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Expenditure Total:</b>	<b>401,969</b>	<b>359,986</b>	<b>380,349</b>	<b>415,991</b>

## Treasurer Revenues

	2017	2018	2019	2020
Account Number & Title	Actual	Actual	Estimate	Budget
01-9400-4783 CHR SERVICES-TREASURER FEES	699,856	741,699	750,000	750,000
01-9500-4811 MISC REV-BONUS TAX SALE	4,778	5,843	3,000	3,000
01-9800-4542 TREAS POSTAGE	468	1,695	0	0
<b>Revenue Total</b>	<b>705,103</b>	<b>749,238</b>	<b>753,000</b>	<b>753,000</b>



# Moffat County Public Trustee



**Moffat County Treasurer: Linda Peters**

**Phone: 970-824-9111**

**Email: [lpeters@moffatcounty.net](mailto:lpeters@moffatcounty.net)**

## **Mission Statement:**

The Office of Public Trustee is committed to processing all releases of deeds of trust in an accurate, timely fashion in accordance with Colorado Law, while protecting the rights of borrowers, lenders and lien holders and also providing service and education regarding the foreclosure proceedings.

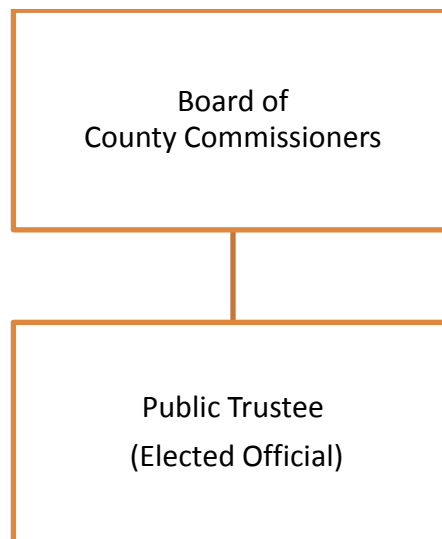
## **Purpose of Department:**

- ✓ The Public Trustee provides a system of checks and balances between borrower and lender. To provide a fair opportunity to owners of property, as well as providing the foreclosing party requirements and timelines that must be met.



<i>Public Trustee Personnel Schedule</i>		
<b>Position Title</b>	<b>Budget Code Title</b>	<b>FTE</b>
Public Trustee	Elected Official	0.25
Total		0.25

### Public Trustee Organizational Chart





## Public Trustee Expenditures

		2017	2018	2019	2020
		Actual	Actual	Estimate	Budget
<b>01-0501-</b>					
06-6000	ELECTED OFFICIAL	12,500	12,548	12,548	12,597
00-6060	FRINGE BENEFITS	1,160	1,209	1,219	1,271
00-6364	RETIREMENT	750	753	759	756
<b>Personnel Expenditures:</b>		<b>14,411</b>	<b>14,511</b>	<b>14,526</b>	<b>14,624</b>
00-6085	OFFICE SUPPLIES	2,437	2,237	2,683	2,683
00-6108	TRAVEL/STAFF DEVELOPMENT	0	0	400	400
00-6300	DUES & MEETINGS	325	325	500	500
00-6349	MISCELLANEOUS	147	50	175	175
<b>Operating Expenditures:</b>		<b>2,910</b>	<b>2,612</b>	<b>3,758</b>	<b>3,758</b>
00-6228	CAPITAL OUTLAY	0	0	0	0
<b>Capital Expenditures:</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Expenditure Total:</b>		<b>17,320</b>	<b>17,123</b>	<b>18,284</b>	<b>18,382</b>

## Public Trustee Revenues

		2017	2018	2019	2020
		Actual	Actual	Estimate	Budget
<b>Account Number &amp; Title</b>					
01-9400-4790	PUBLIC TRUSTEE FEE	17,000	15,583	6,000	6,000
<b>Revenue Total</b>		<b>17,000</b>	<b>15,583</b>	<b>6,000</b>	<b>6,000</b>



# Moffat County Assessor



**Moffat County Assessor: Chuck Cobb**

**Phone: 970-824-9102**

**Email: [ccobb@moffatcounty.net](mailto:ccobb@moffatcounty.net)**

## **Mission Statement:**

It is the mission of the Moffat County Assessor to generate values for all classifications of property located in Moffat County.

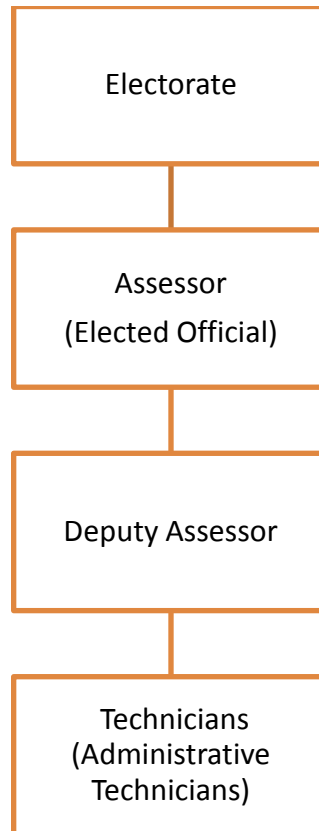
## **Purpose of Department:**

- ✓ To discover, list, classify and value all types of property in Moffat County
- ✓ Preparation of tax roll
- ✓ Process ownership transfers
- ✓ To maintain and update the county mapping records
- ✓ Generate the Abstract of Assessment
- ✓ The certification of valuations to all taxing districts
- ✓ Administer and process Senior Exemptions and Veterans Exemptions



<i>Assessor Personnel Schedule</i>		
Position Title	Budget Code Title	FTE
Assessor	Elected Official	1.0
Deputy Assessor	Deputy Assessor	1.00
Technicians	Administrative Technicians	2.00
<b>Total</b>		<b>4.00</b>

### Assessor Organizational Chart





## Assessor Expenditures

	2017	2018	2019	2020
	Actual	Actual	Budget	Budget
<b>01-0600-</b>				
01-6000 ELECTED OFFICIAL	58,500	58,800	80,897	81,367
04-6000 DEPUTY ASSESSOR	14,679	603	32,429	51,365
05-6000 APPRAISER	53,534	53,749	56,408	0
10-6000 ADMINISTRATIVE TECHNICIANS	98,049	81,235	68,704	80,920
00-6034 OVERTIME	0	0	1,250	1,250
00-6046 CONTRACT LABOR	0	0	93,880	93,880
00-6038 LONGEVITY	230	0	0	0
00-6060 FRINGE BENEFITS	92,914	85,091	89,659	117,361
00-6364 RETIREMENT	12,619	11,627	13,472	11,221
<b>Personnel Expenditures:</b>	<b>330,525</b>	<b>291,105</b>	<b>436,699</b>	<b>437,365</b>
00-6079 PROF/SERVICES OTHER	46,583	86,885	0	4,000
00-6085 OFFICE SUPPLIES	1,548	996	2,500	3,500
00-6086 POSTAGE	4,167	2,715	4,000	4,250
00-6088 ADVERTISING/LEGAL SER	401	22	100	100
00-6089 PRINTING	687	34	600	800
00-6108 TRAVEL/STAFF DEVELOPMENT	1,237	2,041	1,500	3,915
00-6121 REPAIRS AUTO	13	744	900	600
00-6123 REPAIRS EQUIP/MAINT	515	552	350	1,250
00-6134 REAPPRAISAL	628	889	1,053	2,750
00-6230 MAPS	0	(9)	100	100
00-6300 DUES & MEETINGS	1,623	2,113	2,000	2,750
00-6301 EMPLOYEE EDUCATION	1,060	2,435	840	3,350
00-6349 MISCELLANEOUS	77	0	250	500
00-6501 WEB SITE FEE	2,400	2,400	2,400	2,400
00-6963 UNEMPLOYMENT REIMB CHARGE	8,256	0	0	0
<b>Operating Expenditures:</b>	<b>69,193</b>	<b>101,816</b>	<b>16,593</b>	<b>30,265</b>
00-6220 CAPITAL OUTLAY-OFFICE	0	0	0	0
<b>Capital Expenditures:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Expenditure Total:</b>	<b>399,719</b>	<b>392,921</b>	<b>453,292</b>	<b>467,630</b>

## Assessor Revenues

Account Number & Title	2017	2018	2019	2020
	Actual	Actual	Estimate	Budget
01-9400-4784 CHG SERVICES-ASSESSOR FEES	2,189	4,568	5,700	6,000
01-9800-4547 REIMB-ASSESSOR COPIES	8,880	6,372	6,198	5,000
<b>Revenue Total</b>	<b>11,069</b>	<b>10,940</b>	<b>11,898</b>	<b>11,000</b>



# Grounds & Building



**Ground & Building Manager: Lennie Gillam**

**Phone: 970-824-9107**

**Email: [lgillam@moffatcounty.net](mailto:lgillam@moffatcounty.net)**

## **Mission Statement:**

To provide a comfortable, safe and esthetically pleasing environment for staff and the citizens of Moffat County

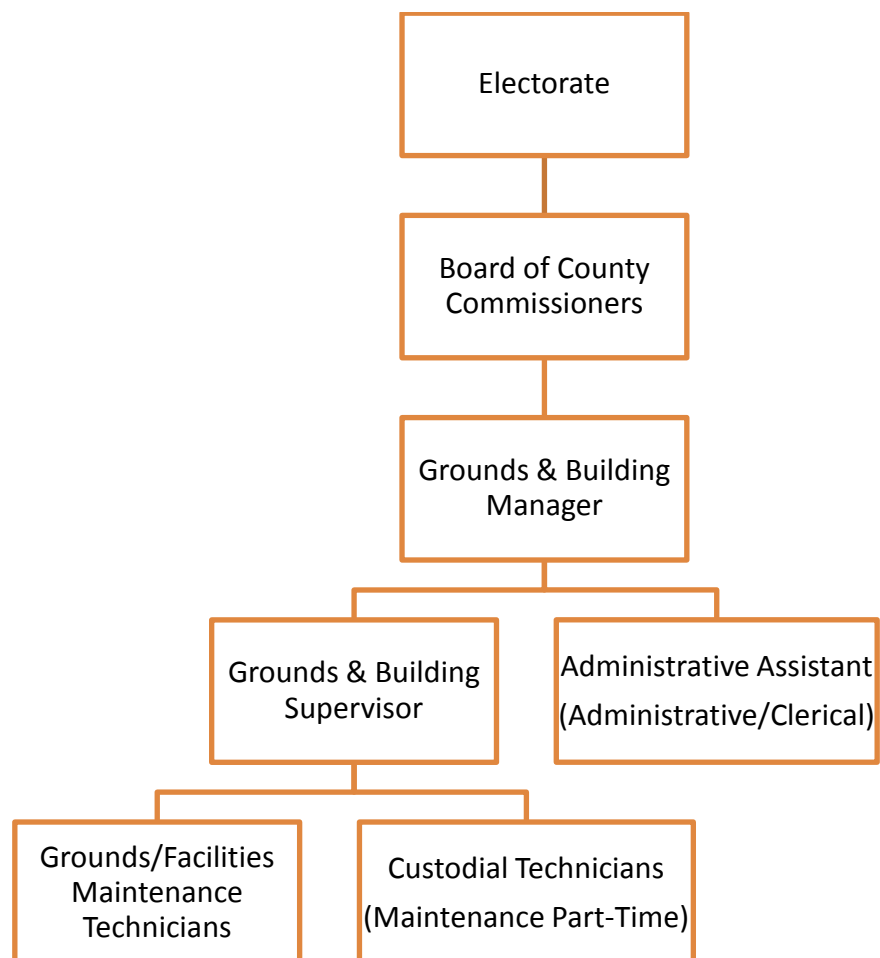
## **Purpose of Department:**

- ✓ This department is responsible for the repair and upkeep of the Courthouse, CSU Annex, Public Safety Center, Library and Social Service buildings. Specific services provided include repair, replacement, and preventative maintenance of all mechanical, electrical and pneumatic equipment. We perform repairs on plumbing, HVAC, and general building repair. In addition, we maintain the grounds (lawns, flowerbeds, planters, sidewalks, parking lots) in a clean and professional manner.



<i>Grounds &amp; Building Personnel Schedule</i>		
<b>Position Title</b>	<b>Budget Code Title</b>	<b>FTE</b>
Grounds & Building Manager	Grounds & Building Manager	1.00
Grounds & Building Supervisor	Grounds & Building Supervisor	1.00
Administrative Assistant	Administrative/Clerical	0.10
Grounds/Facility Maintenance Technician	Maintenance Technicians	5.00
Custodial Technician	Maintenance Part-Time	0.60
<b>Total</b>		<b>7.70</b>

### Grounds & Building Organizational Chart





## Grounds & Building Expenditures

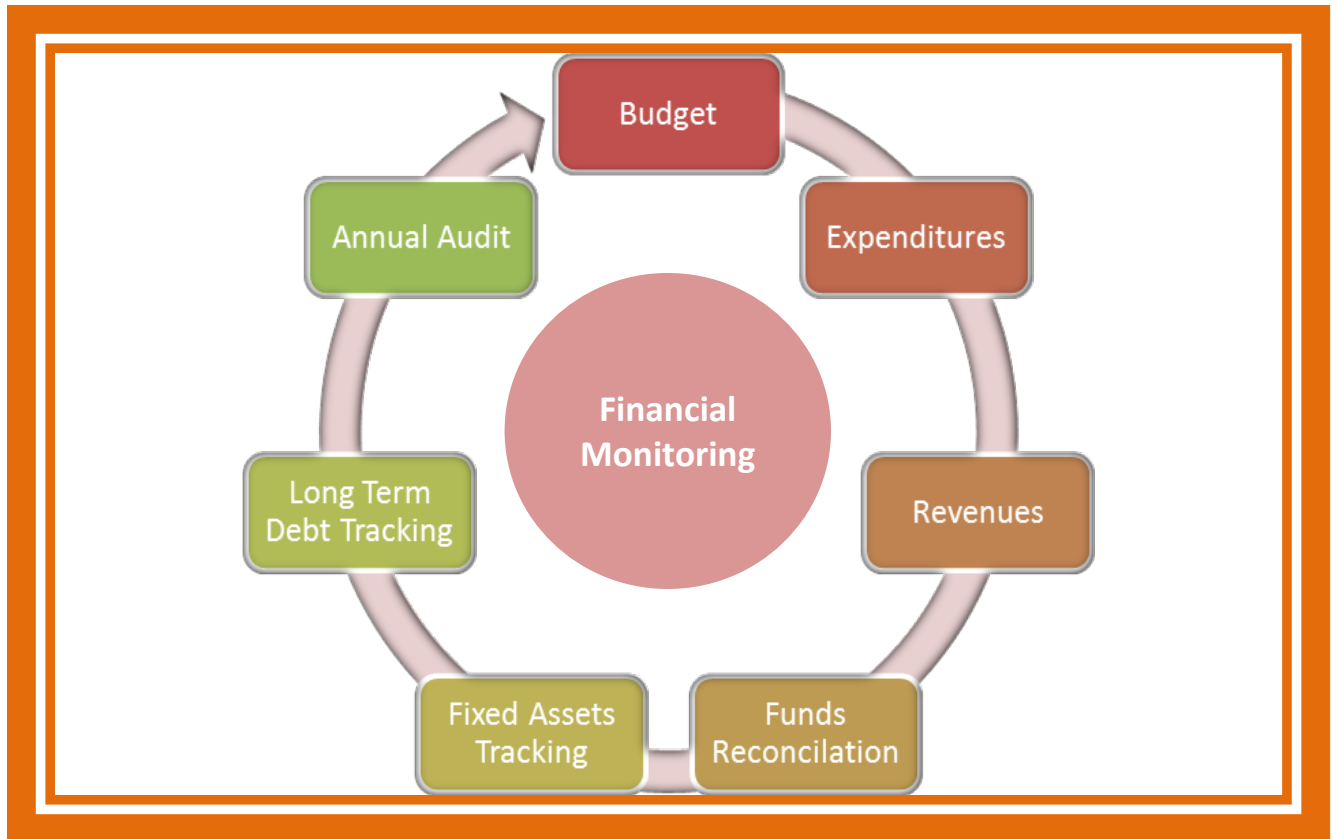
		2017	2018	2019	2020
		Actual	Actual	Estimate	Budget
<b>01-0700-</b>					
02-6000	GROUNDS & BUILDING MANAGER	65,250	65,501	66,002	67,725
03-6000	GROUNDS & BUILDING SUPERVISOR	0	0	50,147	53,605
06-6000	ADMINISTRATIVE/CLERICAL	0	3,224	3,921	4,199
10-6000	GROUNDS & BUILDING SUPERVISOR	47,507	47,697	0	0
21-6000	MAINTENANCE TECHNICIANS	164,224	162,111	184,013	198,657
00-6034	OVERTIME	118	183	1,000	1,000
00-6038	LONGEVITY	1,020	1,546	2,040	2,704
31-6000	PART-TIME	13,063	0	0	0
32-6000	MAINTENANCE PART-TIME	1,516	13,188	12,793	19,137
00-6060	FRINGE BENEFITS	136,835	125,280	162,413	212,964
00-6364	RETIREMENT	15,860	15,613	15,795	19,673
<b>Personnel Expenditures:</b>		<b>445,393</b>	<b>434,343</b>	<b>498,124</b>	<b>579,665</b>
00-6084	MISC EQUIPMENT	6,390	6,444	7,200	7,200
00-6100	OPERATING SUPPLIES	9,240	19,318	20,042	20,042
00-6101	MAINTENANCE SUPPLIES	15,428	15,102	15,327	15,327
00-6103	TELEPHONE	1,838	1,736	1,862	1,862
00-6104	UTILITIES	80,799	83,857	89,250	89,250
00-6106	GAS & OIL	1,465	0	1,626	1,626
00-6108	TRAVEL/STAFF DEVELOPMENT	0	4	238	238
00-6120	MAINTENANCE CONTRACT	49,356	28,122	33,100	33,100
00-6123	REPAIRS/EQUIP/MAINT	2,571	7,254	10,000	10,000
00-6124	REPAIRS BUILDING	3,955	18,935	10,000	10,000
00-6169	MAYBELL COMMUNITY CENTER	481	0	0	0
00-6240	EQUIPMENT RENTAL	14,400	32,258	5,000	5,000
00-6257	DINO WELCOME CENTER	12,250	7,826	9,000	9,000
00-6304	STREET LIGHTS	9,393	9,873	10,000	10,000
00-6344	NORTH ANNEX UTILITY	2,727	2,748	3,000	3,000
00-6345	ELEVATOR MAINTENANCE	1,056	684	4,000	4,000
00-6347	RUGS	0	0	600	600
00-6349	MISCELLANEOUS	143	6,122	6,000	6,000
00-6358	DINOSAUR SHERIFF	210	397	1,000	1,000
<b>Operating Expenditures:</b>		<b>211,703</b>	<b>240,679</b>	<b>227,245</b>	<b>227,245</b>
00-6225	CAPITAL OUTLAY VEHICLE	0	38,034	25,100	33,000
00-6228	CAPITAL OUTLAY	114,936	45,919	0	0
<b>Capital Expenditures:</b>		<b>114,936</b>	<b>83,953</b>	<b>25,100</b>	<b>33,000</b>
<b>Expenditure Total:</b>		<b>772,032</b>	<b>758,974</b>	<b>750,469</b>	<b>839,910</b>

## Grounds & Building Revenues

		2017	2018	2019	2020
		Actual	Actual	Estimate	Budget
<b>Account Number &amp; Title</b>					
01-9500-4802	MISC REV-RENTS	86,310	92,457	84,000	84,000
01-9800-4851	MISC REV-REIMB GROUNDS & BUILDING	80,501	83,937	82,631	82,631
<b>Revenue Total</b>		<b>166,811</b>	<b>176,394</b>	<b>166,631</b>	<b>166,631</b>



# Finance



**Finance Director: Mindy Curtis**  
**Phone: 970-824-9106**  
**Email: [mcurtis@moffatcounty.net](mailto:mcurtis@moffatcounty.net)**

## **Mission Statement:**

It is the mission of the Moffat County Finance Department to process financial information with confidentiality, integrity and high ethical standards in order to assist County Department Heads and Elected Officials in successfully managing departments, assisting the County to use its resources effectively and efficiently and to serve the citizens of Moffat County by providing accurate and timely information.

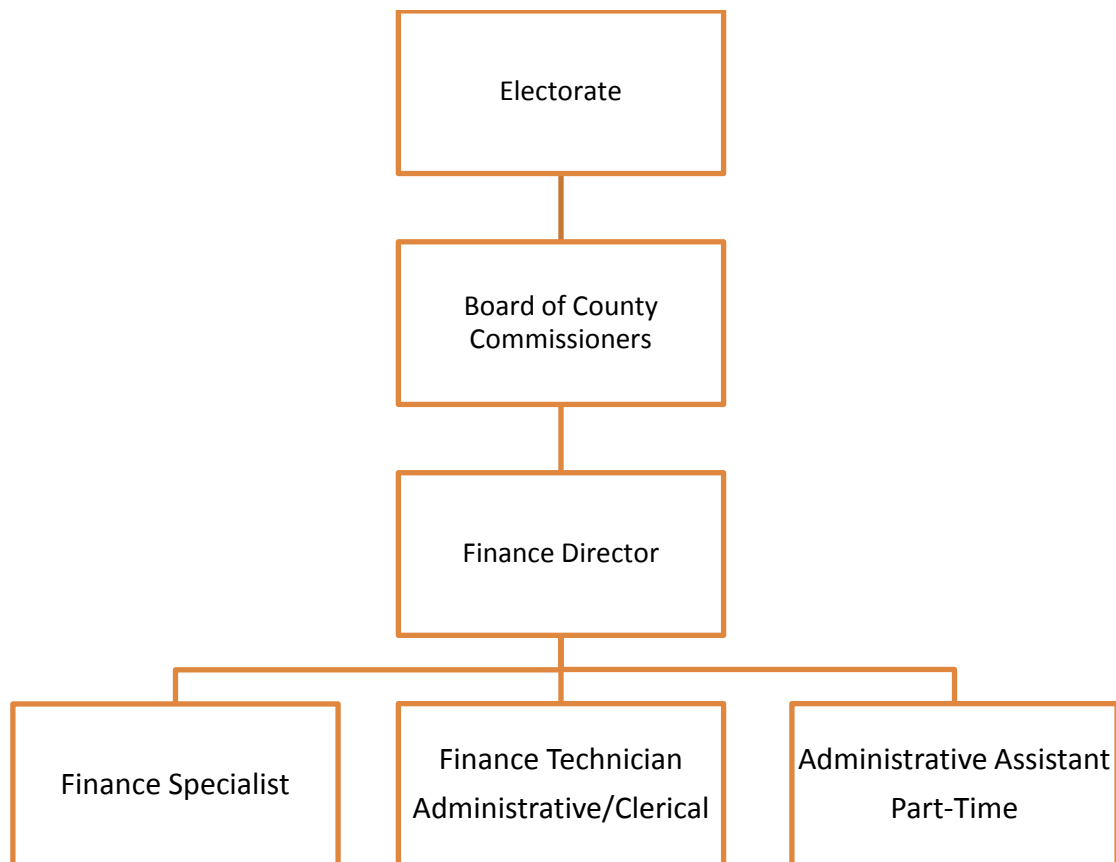
## **Purpose of Department:**

- ✓ The Finance Department is responsible for preparing and retaining the County's financial accounting records on a basis that complies with Generally Accepted Accounting Principles (GAAP), General Accounting Standard Board (GASB) and Code of Federal Regulation 2 CFR 200.
- ✓ The main functions of the Finance Department are budget preparation, mill levy certification, accounts payable, payroll process, tax reporting, general ledger entry, accounts receivable, cash reconciliation, monitoring cash flows, sales tax distribution, fixed assets, long-term debt, financial monitoring and coordinating the annual audit.



<i>Finance Personnel Schedule</i>		
<b>Position Title</b>	<b>Budget Code Title</b>	<b>FTE</b>
Finance Director	Finance Director	1.00
Finance Specialist	Finance Specialists	2.00
Finance Specialist	Part-Time Finance Specialist	0.50
Administrative Assistant	Administrative/Clerical	0.45
<b>Total</b>		<b>3.95</b>

### Finance Organizational Chart





## Finance Expenditures

		2017	2018	2019	2020
		Actual	Actual	Estimate	Budget
<b>01-1000-</b>					
02-6000	FINANCE DIRECTOR	75,639	75,941	79,680	81,778
06-6000	ADMINISTRATIVE/CLERICAL	0	12,864	17,642	18,896
09-6000	FINANCE SPECIALISTS	144,468	100,672	82,823	90,519
31-6000	PART-TIME FINANCE SPECIALIST	0	0	12,766	22,980
00-6034	OVERTIME	0	532	0	0
00-6038	LONGEVITY	2,600	2,610	2,630	2,704
00-6046	CONTRACT LABOR	0	6,223	0	0
00-6060	FRINGE BENEFITS	68,611	48,686	39,528	54,552
00-6364	RETIREMENT	13,363	8,528	6,178	11,222
<b>Personnel Expenditures:</b>		<b>304,680</b>	<b>256,056</b>	<b>241,247</b>	<b>282,650</b>
00-6085	OFFICE SUPPLIES	4,364	5,566	4,605	4,705
00-6086	POSTAGE	6	0	11	11
00-6088	ADVERTISING/LEGAL NOTICES	103	263	680	580
00-6103	TELEPHONE	3	0	0	0
00-6108	TRAVEL/STAFF DEVELOPMENT	613	8	2,500	2,500
00-6115	PAPER SUPPLIES	250	317	530	530
00-6300	DUES & MEETINGS	1,019	736	1,000	1,000
00-6349	MISCELLANEOUS	194	147	180	180
00-6963	UNEMPLOYMENT REIMBURSABLE CH/	1,542	0	0	0
<b>Operating Expenditures:</b>		<b>8,094</b>	<b>7,037</b>	<b>9,506</b>	<b>9,506</b>
00-6228	CAPITAL OUTLAY	0	0	0	0
<b>Capital Expenditures:</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Expenditure Total:</b>		<b>312,774</b>	<b>263,093</b>	<b>250,753</b>	<b>292,156</b>

## Finance Revenues

		2017	2018	2019	2020
		Actual	Actual	Estimate	Budget
<b>Account Number &amp; Title</b>					
01-9800-4568	FINANCE OPERATING	41	2	0	0
<b>Revenue Total</b>		<b>41</b>	<b>2</b>	<b>0</b>	<b>0</b>



## A collage of 15 images representing various aspects of the Texas landscape and wildlife. The images include: a herd of longhorn cattle silhouetted against a sunset; a modern building in a flat landscape; an oil drilling rig; a close-up of a snake's head; a river with people in a boat; a motorcycle rider; a herd of horses; a pronghorn antelope; a river winding through a grassy field; a close-up of a fish; a person with a cow; a large tree; a long bridge over a valley; and a close-up of a wolf's face.

**Email:** [jcomstock@moffatcounty.net](mailto:jcomstock@moffatcounty.net)

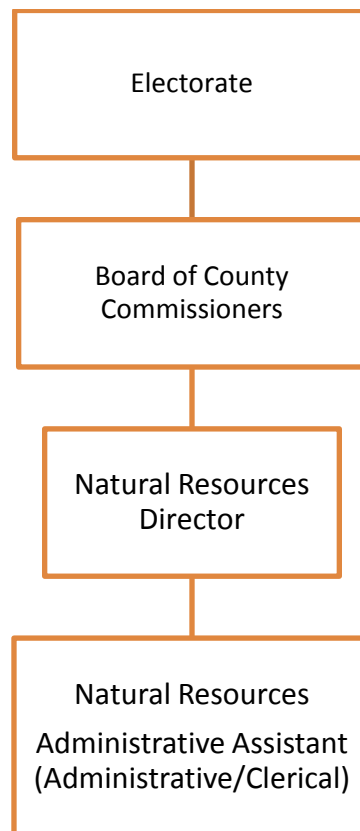
The mission of the Moffat County Natural Resources Department is to research and implement solutions to issues effecting Moffat County Natural Resources; and provide background knowledge and council to Moffat County Commissioners relating to economic and social impacts to the county from federal land management decisions and new legislation.

The Moffat County Natural Resources Department co-manages the Moffat County Minerals Program where 60,000 acres of mineral rights are leased and managed. The Department is participating in the development and revision of several federal and state management plans which affect the socio-economics of the County. The department participates in dozens of active water and land management issues as well as represents the Commissioners in several policy discussions regarding natural resource issues affecting Moffat County.



<i>Natural Resources Personnel Schedule</i>		
<b>Position Title</b>	<b>Budget Code Title</b>	<b>FTE</b>
Natural Resources Director	Natural Resources Director	1.00
Natural Resources Administrative Assistant	Administrative/Clerical	0.33
<b>Total</b>		<b>1.33</b>

### **Natural Resources Organizational Chart**





## Natural Resource Expenditures

		2017	2018	2019	2020
		Actual	Actual	Estimate	Budget
<b>01-1201-</b>					
02-6000	NATURAL RESOURCES DIRECTOR	84,240	84,564	85,212	87,456
06-6000	ADMINISTRATIVE/CLERICAL	0	13,960	14,067	14,434
10-6000	ASSISTANT	13,906	0	0	0
00-6038	LONGEVITY	780	1,306	1,820	2,392
00-6060	FRINGE BENEFITS	36,160	34,176	34,797	45,849
00-6364	RETIREMENT	5,936	5,990	6,059	6,257
<b>Personnel Expenditures:</b>		<b>141,022</b>	<b>139,995</b>	<b>141,955</b>	<b>156,388</b>
00-6076	LEGAL	7,977	8,959	10,000	10,000
00-6085	OFFICE SUPPLIES	889	375	578	650
00-6086	POSTAGE	56	0	55	100
00-6088	ADVERTISING	0	0	0	150
00-6108	TRAVEL/STAFF DEVELOPMENT	2,915	1,521	5,000	5,037
00-6254	RANGELAND/WATER ISSUES	3,000	0	3,000	3,000
00-6300	DUES AND MEETINGS	2,085	2,078	2,919	3,400
00-6316	GIS MAPPING	0	1,425	1,125	2,000
00-6349	MISC	0	90	0	150
<b>Operating Expenditures:</b>		<b>16,923</b>	<b>14,447</b>	<b>22,677</b>	<b>24,487</b>
00-6228	CAPITAL OUTLAY	0	0	0	0
<b>Capital Expenditures:</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Expenditure Total:</b>		<b>157,945</b>	<b>154,443</b>	<b>164,632</b>	<b>180,875</b>

## Natural Resource Revenues

		2017	2018	2019	2020
		Actual	Actual	Estimate	Budget
<b>Account Number &amp; Title</b>					
01-9800-4855	REIMB-NATURAL RESOURCES	318	0	201	0
<b>Revenue Total</b>		<b>318</b>	<b>0</b>	<b>201</b>	<b>0</b>



# Communications



**Public Information Advisor: Paul Knowles**

**Phone: 970-824-6360**

**Email: [pknowles@moffatcounty.net](mailto:pknowles@moffatcounty.net)**

## **Mission Statement:**

It is the mission of the Communications Department to advise the Board of County Commissioners (BOCC) on integrated strategies, plans, and programs designed to ensure that all communication and public relation efforts are cohesive, consistent, and effective in supporting the advancement of Moffat County's goals.

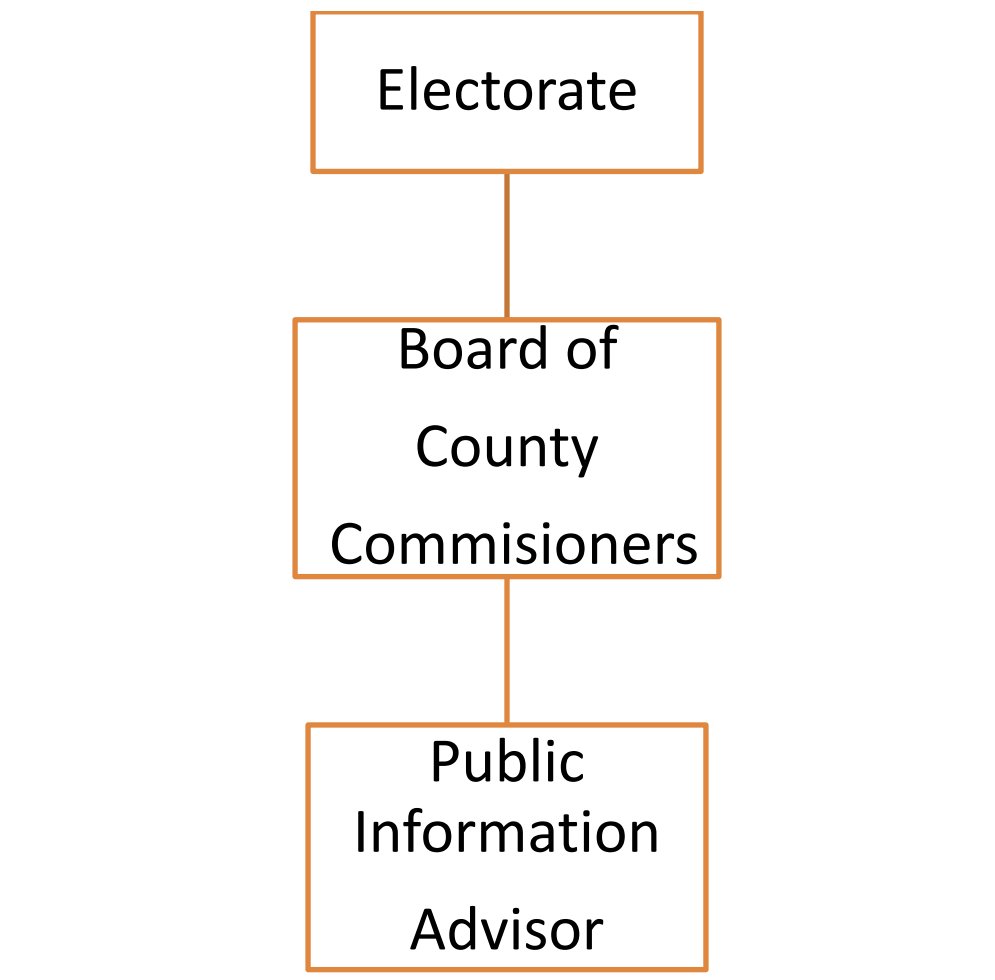
## **Purpose of Department:**

- ✓ To effectively inform the electorate of specific issues facing the county as well as how/why the BOCC is acting upon them.



<i>Communications Personnel Schedule</i>		
<b>Position Title</b>	<b>Budget Code Title</b>	<b>FTE</b>
Asst Museum Director/Pub Info Advisor	Public Information Advisor	0.25
<b>Total</b>		<b>0.25</b>

## Communications Organizational Chart





## Communications Expenditures

		2017	2018	2019	2020
		Actual	Actual	Estimate	Budget
<b>01-1300-</b>					
03-6000	PUBLIC INFORMATION ADVISOR	0	4,702	12,646	16,224
00-6060	FRINGE BENEFITS	0	1,713	5,010	8,321
00-6364	RETIREMENT	0	282	759	973
	<b>Personnel Expenditures:</b>	<b>0</b>	<b>6,697</b>	<b>18,415</b>	<b>25,518</b>
00-6100	OPERATING	0	9,575	8,000	8,000
	<b>Operating Expenditures:</b>	<b>0</b>	<b>9,575</b>	<b>8,000</b>	<b>8,000</b>
00-6228	CAPITAL OUTLAY	0	0	0	0
	<b>Capital Expenditures:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Expenditure Total:</b>	<b>0</b>	<b>16,272</b>	<b>26,415</b>	<b>33,518</b>



# Human Resources



**Human Resources Director: Lynnette Siedschlaw**

**Phone: 970-824-9108**

**Email: [lsiedschlaw@moffatcounty.net](mailto:lsiedschlaw@moffatcounty.net)**

## **Mission Statement:**

To conduct all aspects of the Human Resources function in such a manner as to improve the recruitment and retention of qualified employees and to minimize risk through compliance with all local, state, and national laws and regulations.

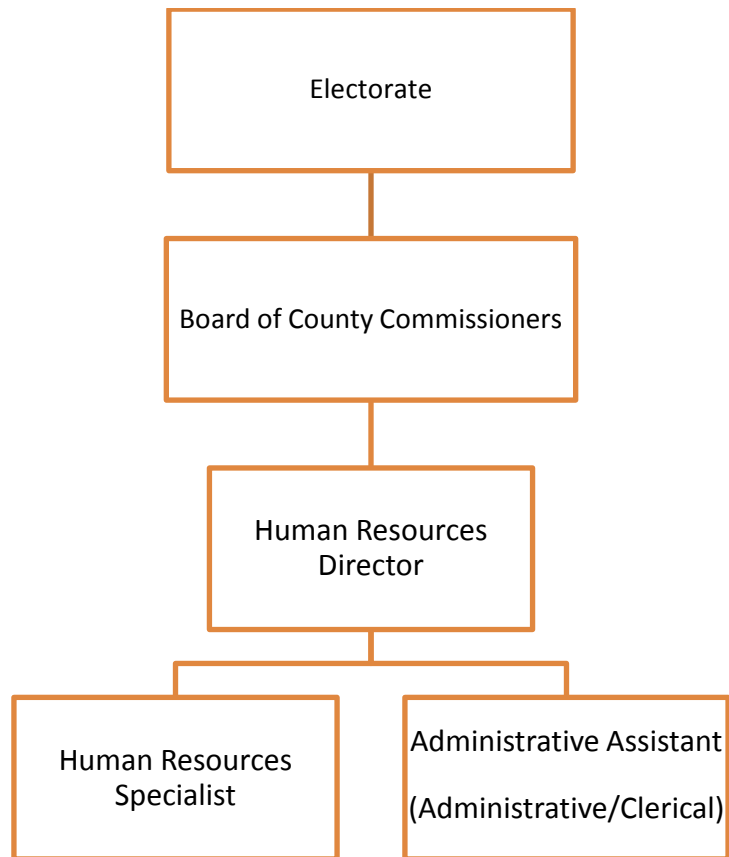
## **Purpose of Department:**

The Human Resources Department provides centralized support to Moffat County employees, department heads, elected officials, and boards in the areas of labor and employee relations, staff recruitment, selection and retention, classification and compensation, benefits, and employee training and professional development so they can continue efficient agency operations.



<i>Human Resources Personnel Schedule</i>		
<b>Position Title</b>	<b>Budget Code Title</b>	<b>FTE</b>
Human Resources Director	Human Resources Director	1.00
Human Resources Specialist	Human Resources Specialist	1.00
Administrative Assistant	Administrative/Clerical	0.45
<b>Total</b>		<b>2.45</b>

### Human Resources Organizational Chart





## Human Resources Expenditures

		2017	2018	2019	2020
		Actual	Actual	Estimate	Budget
<b>01-1400-</b>					
02-6000	HUMAN RESOURCE DIRECTOR	73,403	73,686	74,250	76,187
06-6000	ADMINISTRATIVE/CLERICAL	0	16,154	17,643	18,896
10-6000	HUMAN RESOURCE SPECIALIST	78,425	45,017	45,362	46,546
00-6034	OVERTIME	630	0	0	0
00-6038	LONGEVITY	1,040	1,568	2,104	2,704
00-6060	FRINGE BENEFITS	72,647	61,941	61,199	80,776
00-6364	RETIREMENT	7,159	7,729	8,362	8,660
<b>Personnel Expenditures:</b>		<b>233,304</b>	<b>206,094</b>	<b>208,920</b>	<b>233,768</b>
00-6061	UNEMPLOYMENT	449	0	0	0
00-6085	OFFICE SUPPLIES	947	1,274	1,158	1,158
00-6086	POSTAGE	25	54	100	100
00-6088	ADVERTISING/LEGAL NOTICES	324	0	6,000	6,000
00-6090	COMPUTER SERVICES	1,395	1,609	1,812	1,812
00-6103	TELEPHONE	551	403	780	780
00-6108	TRAVEL/STAFF DEVELOPMENT	0	0	3,080	3,080
00-6110	INSURANCE	155,646	153,039	160,110	160,110
00-6300	DUES & MEETINGS	5,708	6,206	6,500	6,500
00-6301	EMPLOYEE EDUCATION	9,053	11,652	7,152	7,152
00-6308	EDUCATION & TRAVEL	4,428	5,417	0	0
00-6312	RETIREMENT BOARD	0	955	3,800	3,800
00-6349	MISCELLANEOUS	82	151	500	500
00-6378	SAFETY INCENTIVE	1,743	0	2,000	2,000
00-6379	EMPLOYEE APPRECIATION	0	0	7,500	7,500
<b>Operating Expenditures:</b>		<b>180,351</b>	<b>180,759</b>	<b>200,492</b>	<b>200,492</b>
00-6228	CAPITAL OUTLAY	0	0	0	0
<b>Capital Expenditures:</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Expenditure Total:</b>		<b>413,655</b>	<b>386,853</b>	<b>409,412</b>	<b>434,260</b>

## Human Resources Revenues

		2017	2018	2019	2020
		Actual	Actual	Estimate	Budget
<b>Account Number &amp; Title</b>					
01-9800-4558	REIMB-HUMAN RESOURCE COST	0	0	0	0
<b>Revenue Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



# District Attorney

## DISTRICT ATTORNEY'S OFFICE



**SERVING GRAND, ROUTT AND MOFFAT COUNTIES**

**District Attorney: Matt Karzen**

**Phone: 970-824-7041**

**Email: [moffatda@moffatcounty.net](mailto:moffatda@moffatcounty.net)**

### **Mission Statement:**

The District Attorney's Office is dedicated to providing members of our community with a safe place to live by pursuing justice through the fair and ethical prosecution of criminal offenders. We shall seek truth and justice in a professional manner and ensure crime victims are treated with fairness, dignity and respect.

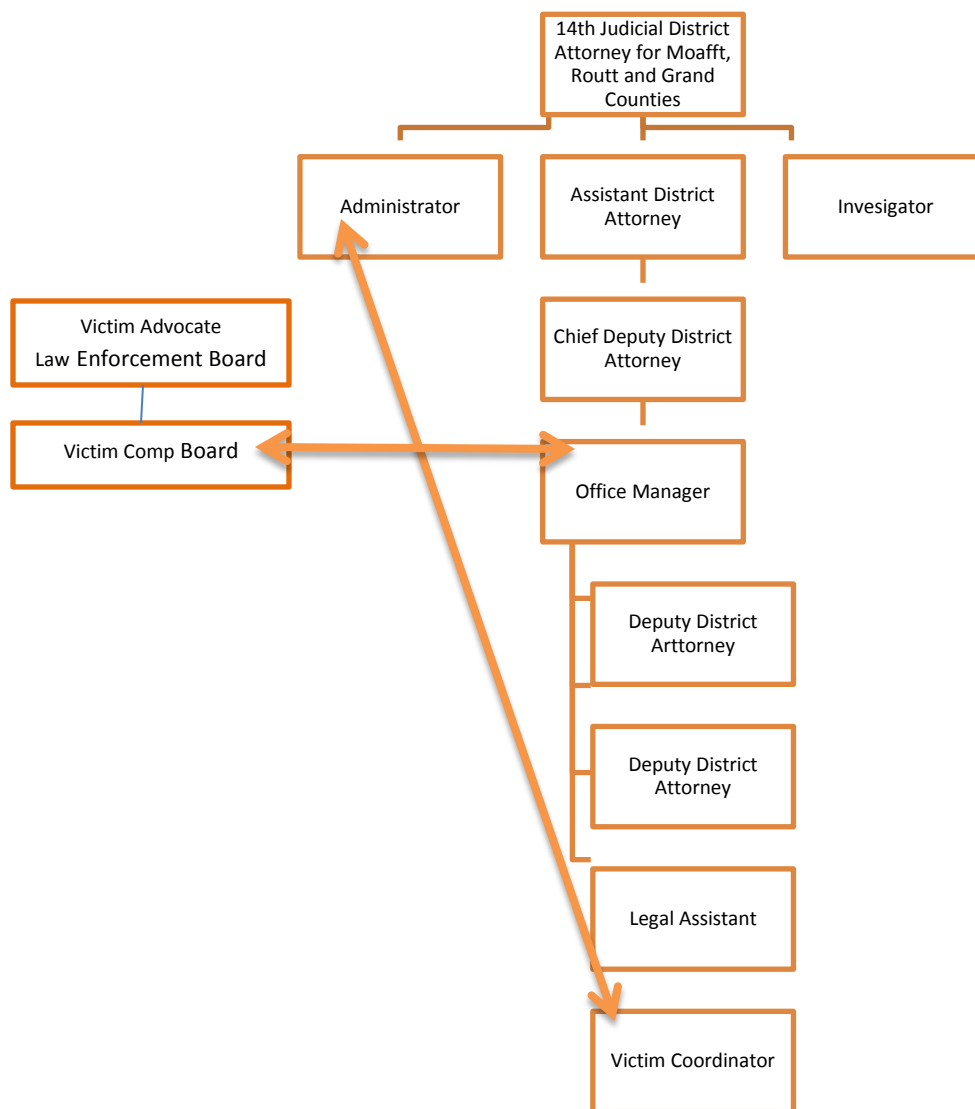
### **Purpose of Department:**

- ✓ The primary function of the District Attorney's Office is to assist in the investigation and undertake prosecution of those persons alleged to have committed crimes within the Fourteenth Judicial District of Colorado. Duties include advising laws enforcement officers on legal issues, reviewing search and arrest warrants and preparing and filing criminal complaints. It is the responsibility of our office to maintain contact with and explain the criminal justice process to victims and witnesses. Our office represents the People of the State of Colorado in various proceedings in arraignments, trials, sentencing hearings and post-conviction proceedings.
- ✓ The District Attorney's Office also prosecutes delinquency actions in which juveniles are charged with commissions of offenses. There are other ancillary proceedings also handled by our office, including civil forfeiture actions, Department of Motor Vehicles suspensions, revocations appeals and some county ordinance violation actions.



District Attorney Personnel Schedule		
Position Title	Budget Code Title	FTE
District Attorney	n/a	n/a
<b>Total</b>		<b>0.00</b>

### District Attorney Organizational Chart





### District Attorney Expenditures

<b>01-1500-</b>	<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Budget</b>	<b>2020 Budget</b>
WAGES	308,421	304,779	284,455	283,765
FRINGE BENEFITS	90,643	88,827	118,085	108,471
STATE FUNDS REIMB DA SALARY	(31,240)	(31,240)	(31,000)	(30,067)
<b>Personnel Expenditures:</b>	<b>367,825</b>	<b>362,366</b>	<b>371,540</b>	<b>362,169</b>
CONTRACT/PART TIME WAGES	525	0	600	600
ACCOUNTING & AUDIT SERVICES	3,182	3,106	3,500	4,000
OFFICE SUPPLIES	6,499	4,455	4,000	4,000
OFFICE EQUIPMENT, MAINT & REPAIR	2,967	3,061	3,500	3,000
OFFICE & CELLULAR PHONE	2,589	2,488	2,500	2,500
COMPUTER REPLACEMENT	0	0	6,000	6,000
COMPUTER SOFTWARE, EQUIP & SUPPORT	4,046	6,654	1,200	1,200
PRINTING	721	640	1,000	1,000
POSTAGE	1,788	1,766	2,700	2,700
BOOKS PUBLICATIONS & CD ROM	181	210	500	500
INVESTIGATOR SUPPLIES	313	70	500	500
PHOTOGRAPHY & GRAPHICS	56	0	200	200
TRAVEL	6,399	5,755	6,500	6,500
WITNESS EXPENSES	7,342	12,973	4,000	4,000
MISC. TRIAL EXPENSES	6,810	7,017	4,000	4,000
TRANSCRIPTS	1,196	0	500	500
VEHICLE MAINT. & REPAIR	610	773	800	800
CDAC ASSESSMENT	1,906	3,511	4,600	4,100
PROFESSIONAL DUES	708	1,034	800	1,300
TRAINING TUITION	1,735	1,436	2,000	2,000
TRAINING ROOM & BOARD	1,811	1,937	2,200	2,200
CAPITAL EXPENSE	0	7,315	7,500	0
UNEMPLOYMENT	645	0	0	0
VALE GRANT/ADMIN	(11,250)	(12,250)	(11,250)	(10,800)
DISCOVERY REIMBURSEMENT	(8,491)	0	0	0
MISC. REIMBURSEMENT	(712)	(4,844)	(500)	(500)
TRIAL REIMBURSEMENT	(4,449)	(7,305)	(5,500)	(4,080)
<b>Operating Expenditures:</b>	<b>27,126</b>	<b>39,802</b>	<b>41,850</b>	<b>36,220</b>
<b>Expenditure Total:</b>	<b>394,951</b>	<b>402,168</b>	<b>413,390</b>	<b>398,389</b>

### District Attorney Revenues

<b>Account Number &amp; Title</b>	<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Estimate</b>	<b>2020 Budget</b>
01-9500-4901 MISC REV-DA BUDGET OVERAGE	33,963	30,004	24,563	0
<b>Revenue Total</b>	<b>33,963</b>	<b>30,004</b>	<b>24,563</b>	<b>0</b>



# Information Technology



**Information Technology Director: Mason Siedschlaw**

**Phone: 970-826-3403**

**Email: [msiedschlaw@moffatcounty.net](mailto:msiedschlaw@moffatcounty.net)**

## **Mission Statement:**

It is the mission of the Moffat County Information Technology Department to provide timely, quality services to all of the departments within Moffat County, by prudent utilization of available resources for the purposes of:

- Providing for access while protecting the security and integrity of our networks, applications, and data
- Pursuing new technologies and new horizons
- Remaining responsive to the evolving needs of Moffat County

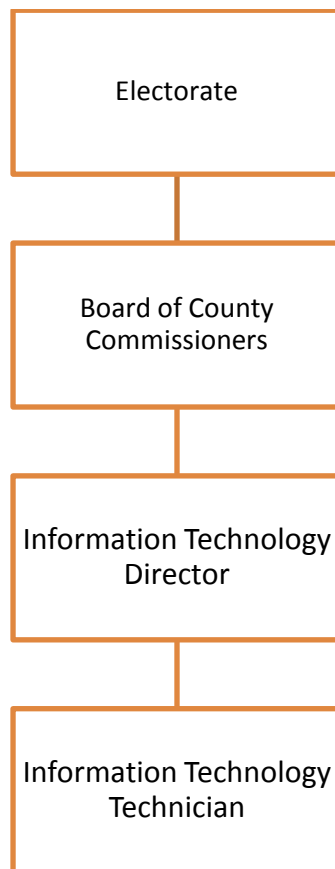
## **Purpose of Department:**

- ✓ Information Technology provides the implementation and maintenance to network services that Moffat County uses in its organization. Specific tasks may include the coordination of requests for services between users and operating or applications systems. Confer with users or review requests for services or other information to identify requirements for information services; coordinate with departments, contractors or vendors as needed to provide required services or support. Maintain an inventory of information services equipment, supplies, and materials; review technical publications and other information to identify new technology and improvements in hardware or software, make recommendations concerning new purchases, changes in contracts or other actions, prepare and coordinate purchase orders, contracts and other documents as required. Aid in training or assist users with various system applications, respond to various problems and coordinate with staff to affect solutions or enhance systems performance.



<i>Information Technology Personnel Schedule</i>		
<b>Position Title</b>	<b>Budget Code Title</b>	<b>FTE</b>
Information Technology Director	IT Director	1.00
Information Technology Technician	IT Technician	1.00
<b>Total</b>		<b>2.00</b>

### Information Technology Organizational Chart





### Information Technology Expenditures

	2017	2018	2019	2020
	Actual	Actual	Estimate	Budget
<b>01-1600-</b>				
02-6000 IT DIRECTOR	68,325	68,194	68,717	70,509
05-6000 IT TECHNICIAN	50,274	50,467	50,853	52,201
00-6038 LONGEVITY	0	0	0	160
00-6060 FRINGE BENEFITS	29,944	28,607	29,143	36,674
00-6364 RETIREMENT	7,116	7,120	7,174	7,372
<b>Personnel Expenditures:</b>	<b>155,658</b>	<b>154,388</b>	<b>155,887</b>	<b>166,916</b>
00-6085 OFFICE SUPPLIES	789	874	850	869
00-6086 POSTAGE	65	216	210	200
00-6090 COMPUTER EXPENSE/SERVICE	7,052	7,604	7,300	7,402
00-6100 OPERATING SUPPLIES	1,538	1,754	2,500	2,546
00-6103 TELEPHONE	9,687	7,781	8,845	8,845
00-6108 TRAVEL/STAFF DEVELOPMENT	0	0	250	307
00-6120 MAINTENANCE CONTRACTS	267,575	268,442	278,507	291,827
<b>Operating Expenditures:</b>	<b>286,706</b>	<b>286,670</b>	<b>298,462</b>	<b>311,996</b>
00-6220 CAPITAL OUTLAY	17,387	14,403	18,000	18,000
<b>Capital Expenditures:</b>	<b>17,387</b>	<b>14,403</b>	<b>18,000</b>	<b>18,000</b>
<b>Expenditure Total:</b>	<b>459,751</b>	<b>455,460</b>	<b>472,349</b>	<b>496,912</b>

### Information Technology Revenues

	2017	2018	2019	2020
<b>Account Number &amp; Title</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimate</b>	<b>Budget</b>
01-9500-4820 SALE OF IT ASSETS	303	880	1,055	500
01-9800-4850 REIMB-INFORMATION SYSTEMS	7,170	6,899	8,442	8,442
<b>Revenue Total</b>	<b>7,472</b>	<b>7,779</b>	<b>9,497</b>	<b>8,942</b>



# Moffat County Attorney



**Moffat County Attorney: Rebecca Tyree, Esq.**

**Phone: 970-826-3404**

**Email: [Rtyree@moffatcounty.net](mailto:Rtyree@moffatcounty.net)**

## **Mission Statement:**

To provide quality legal advice and representation of Moffat County Government includes Moffat County Board of County Commissioners, County Boards and Departments, and Elected Officials and Moffat County Department of Human Services thereby enabling these entities to provide better services and leadership to the Moffat County community.

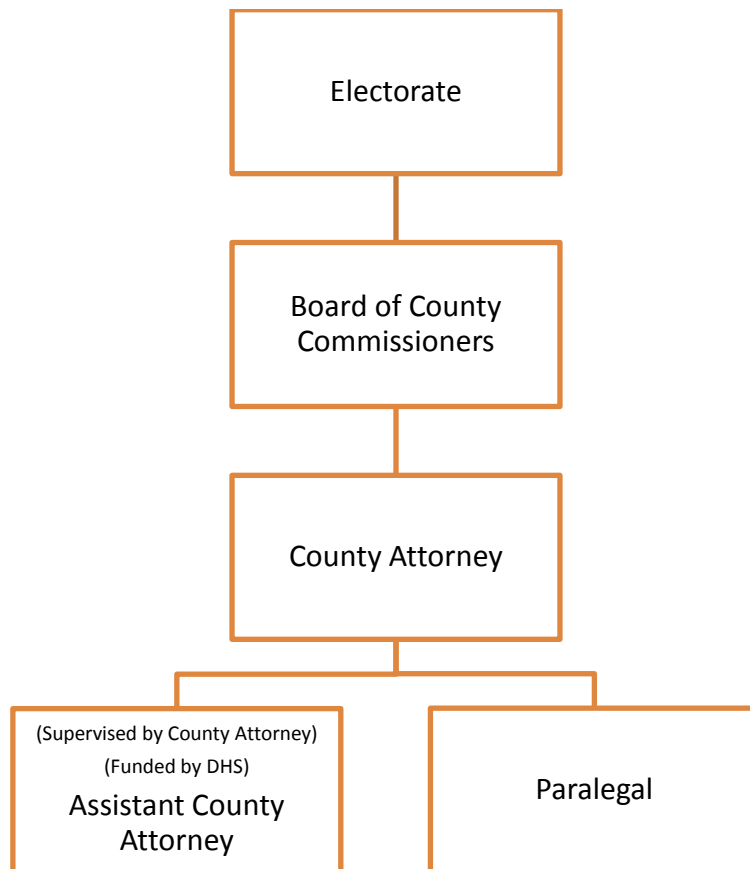
## **Purpose of Department:**

- ✓ The County Attorney's Office provides legal counsel to the Board of County Commissioners, and Elected Officials and County Departments and Boards. The office represents Moffat County in connection with litigation, administrative proceedings, settlement discussions, negotiations and similar proceedings except insured claims and provides contract management services, including negotiation, preparation and enforcement of leases and contracts to which Moffat County is a party.
- ✓ The County Attorney and the Assistant County Attorney also provide legal counsel to Department of Human Services, including child welfare and child support enforcement services. Human Services reimburses the County Attorney's office for its proportional share of the time and expenses of the County Attorney's Office and all direct costs incurred by the County Attorney's Office on behalf of Human Services.
- ✓ The Paralegal in the County Attorney's Office assists the County Attorney and Assistant County Attorney in providing the above services and oversees Colorado Open Record Act requests as Custodian of Public Records.



<i>County Attorney Personnel Schedule</i>		
Position Title	Budget Code Title	FTE
County Attorney	County Attorney	1.00
Paralegal	Paralegal	1.00
<b>Total</b>		<b>2.00</b>

### County Attorney Organizational Chart





## County Attorney Expenditures

		2017	2018	2019	2020
		Actual	Actual	Estimate	Budget
<b>01-1700-</b>					
02-6000	COUNTY ATTORNEY	99,216	99,598	100,361	102,978
05-6000	PARALEGAL	0	43,393	45,351	46,567
10-6000	CLERICAL	43,061	0	0	0
00-6060	FRINGE BENEFITS	40,539	40,189	41,128	52,698
00-6364	RETIREMENT	6,450	8,579	8,677	8,973
<b>Personnel Expenditures:</b>		<b>189,266</b>	<b>191,759</b>	<b>195,517</b>	<b>211,216</b>
00-6079	CONSULTANT	5,000	0	25,000	25,000
00-6084	MISC EQUIPMENT	254	0	200	200
00-6085	OFFICE SUPPLIES	805	670	850	850
00-6088	LEGAL NOTICES	(65)	0	500	500
00-6108	TRAVEL/STAFF DEVELOPMENT	1,010	617	2,871	2,871
00-6120	MAINTENANCE CONTRACTS	2,182	2,023	2,250	2,250
00-6180	BOOKS	72	21	350	350
00-6300	DUES & MEETINGS	1,605	1,245	1,655	1,655
00-6338	CIVIL SERVICES	177	200	300	300
00-6349	MISCELLANEOUS	136	236	200	200
00-6963	UNEMPLOYMENT	6,117	0	0	0
<b>Operating Expenditures:</b>		<b>17,293</b>	<b>5,011</b>	<b>34,176</b>	<b>34,176</b>
00-6228	CAPITAL OUTLAY	0	0	0	0
<b>Capital Expenditures:</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Expenditure Total:</b>		<b>206,559</b>	<b>196,770</b>	<b>229,693</b>	<b>245,392</b>

## County Attorney Revenues

		2017	2018	2019	2020
		Actual	Actual	Estimate	Budget
<b>Account Number &amp; Title</b>					
01-9800-4555	REIMB-ATTORNEY SALARIES	22,654	19,426	28,000	17,804
01-9800-4556	REIMB-ATTORNEY EXPENSES	2,465	645	1,600	457
<b>Revenue Total</b>		<b>25,119</b>	<b>20,071</b>	<b>29,600</b>	<b>18,261</b>



# Development Services



**Development Services Director: Roy Tipton**

**Phone: 970-824-9160**

**Email: [rtipton@moffatcounty.net](mailto:rtipton@moffatcounty.net)**

## **Mission Statement:**

To provide solution oriented services to the citizens of Moffat County through the application of professional skills, adopted plans, standards, and building codes which facilitate the growth of the local economy, enhance the quality of life and preserve the natural environment for current and future generations

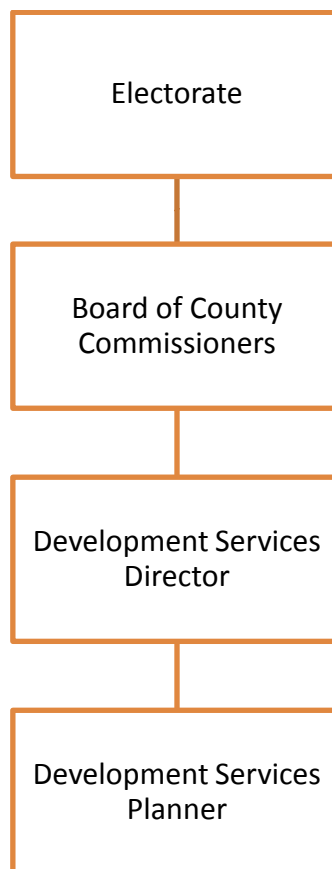
## **Purpose of Department:**

- ✓ Development Services encompasses project management of capital projects, procurement of capital assets, grant writing and administration, and the Planning Department.



<i>Development Services Personnel Schedule</i>		
<b>Position Title</b>	<b>Budget Code Title</b>	<b>FTE</b>
Development Services Director	Development Services Director	1.00
Development Services Planner	Planner	0.50
<b>Total</b>		<b>1.50</b>

### **Development Services Organizational Chart**





### Development Services Expenditures

		2017	2018	2019	2020
		Actual	Actual	Estimate	Budget
<b>01-1801-</b>					
02-6000	DEVELOPMENT SERVICES DIRECTOR	73,403	73,686	74,250	76,187
05-6000	PLANNER	0	31,383	31,623	32,448
06-6000	BUILDING OFFICIAL	8,282	0	0	0
10-6000	PLANNER	50,020	0	0	0
00-6034	OVERTIME	24	0	0	0
00-6038	LONGEVITY	2,080	1,305	1,315	1,352
00-6060	FRINGE BENEFITS	52,407	39,589	40,408	52,772
00-6364	RETIREMENT	8,028	6,382	6,432	6,599
<b>Personnel Expenditures:</b>		<b>194,243</b>	<b>152,345</b>	<b>154,028</b>	<b>169,358</b>
00-6079	PROF/SERVICES OTHER	53,551	65,114	44,000	44,000
00-6084	MISC EQUIPMENT	0	218	582	582
00-6085	OFFICE SUPPLIES	768	723	1,396	1,396
00-6086	POSTAGE	35	40	65	65
00-6088	ADV/LEGAL	2,973	948	1,600	1,600
00-6103	TELEPHONE	46	0	337	337
00-6108	TRAVEL/STAFF DEVELOPMENT	50	18	2,604	2,604
00-6121	REPAIRS AUTO	216	0	1,000	1,000
00-6300	DUES & MEETINGS	502	0	310	310
00-6503	REFUND PERMIT FEE	765	0	0	0
00-6963	UNEMPLOYMENT REIMB CHARGE	12,180	2,588	0	0
<b>Operating Expenditures:</b>		<b>71,088</b>	<b>69,650</b>	<b>51,894</b>	<b>51,894</b>
00-6220	CAPITAL OUTLAY	0	0	0	0
<b>Capital Expenditures:</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Expenditure Total:</b>		<b>265,331</b>	<b>221,995</b>	<b>205,922</b>	<b>221,252</b>

### Development Services Revenues

		2017	2018	2019	2020
	Account Number & Title	Actual	Actual	Estimate	Budget
01-9400-4771	CHG SERVICES-BUILDING/SEPTIC PERMI	44,062	38,594	550	0
01-9400-4773	CHG SERVICES-PLANNING FEES	4,350	1,900	2,000	2,000
01-9400-4774	CHG SERVICES-CONTRACTOR REVENUE	620	60	0	0
01-9800-4566	MISC-DEVELOPMENT SERVICES	(42)	0	0	0
<b>Revenue Total</b>		<b>48,990</b>	<b>40,554</b>	<b>2,550</b>	<b>2,000</b>



# County Surveyor



**County Surveyor: Peter Epp**

**Phone: 970-824-8236**

**Email: [pepp@moffatcounty.net](mailto:pepp@moffatcounty.net)**

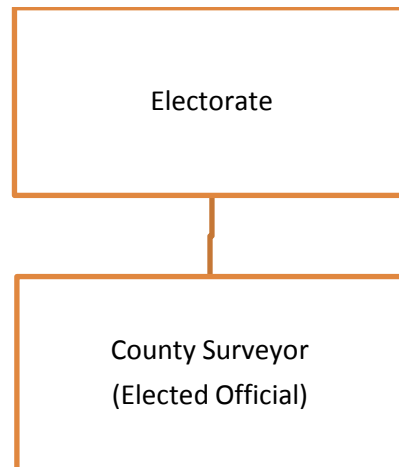
## **Mission Statement:**

- ✓ To represent the County in boundary disputes pursuant to C.R.S. sections 30-6-110 and 30-10-906.
- ✓ To notify the County attorney of any unsettled boundary disputes or boundary discrepancies within the county which may come to their attention.
- ✓ To file in the office of the county clerk and recorder all surveys, field notes, calculations, maps, and any other records pertaining to work authorized and financed by the board of county commissioners.
- ✓ Conduct surveys to establish the boundaries of county property, including road rights-of-way, or any other surveys necessary to the county.
- ✓ Accept filing maps of surveys that establish monuments and keep a current record of all survey monuments within the county.
- ✓ Examine all survey maps and plats before they are recorded by the county clerk and recorder to insure proper content and form.
- ✓ Conduct geodetic control surveys, vertical control surveys, or any surveys for the purpose of geographic information systems.
- ✓ Conduct or supervise construction surveys necessary to the County.
- ✓ Provide reference monuments for the remuneration or monument upgrades of public land survey.



<i>County Surveyor Personnel Schedule</i>		
Position Title	Budget Code Title	FTE
County Surveyor	Elected Official	1.00
<b>Total</b>		<b>1.00</b>

### County Surveyor Organizational Chart





## County Surveyor Expenditures

		2017	2018	2019	2020
		Actual	Actual	Estimate	Budget
<b>01-1900-</b>					
01-6000	ELECTED OFFICIAL	3,300	3,315	4,561	4,573
00-6060	FRINGE BENEFITS	21,471	20,183	20,803	28,680
00-6364	RETIREMENT	198	199	274	274
<b>Personnel Expenditures:</b>		<b>24,969</b>	<b>23,697</b>	<b>25,638</b>	<b>33,528</b>
00-6100	OPERATING	0	0	0	0
<b>Operating Expenditures:</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
00-6228	CAPITAL OUTLAY	0	0	0	0
<b>Capital Expenditures:</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Expenditure Total:</b>		<b>24,969</b>	<b>23,697</b>	<b>25,638</b>	<b>33,528</b>



# Moffat County Sheriff



**Moffat County Sheriff: KC Hume**

**Phone: 970-824-4495**

**Email: [khume@sheriff.moffat.co.us](mailto:khume@sheriff.moffat.co.us)**

## **Mission Statement:**

**To develop strong community partnerships while collaborating with our fellow public safety colleagues to provide superior public safety to all individuals.**

## **Purpose of Department:**

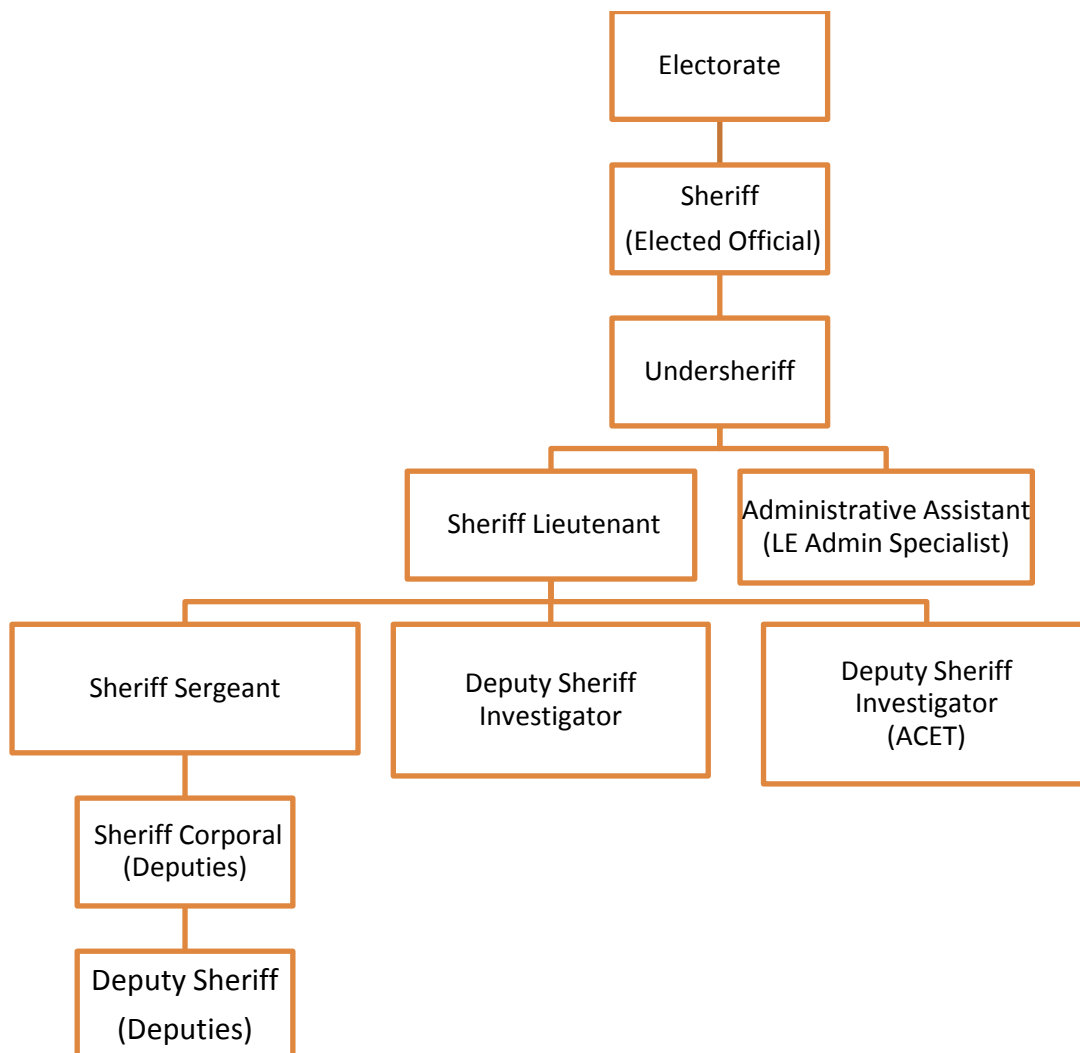
- ✓ The function of the Sheriff's Office is to provide law enforcement to the unincorporated areas of Moffat County. Sheriff's deputies patrol 4,734 square miles, responding to calls for service, investigating crimes against persons and property, serving civil process, organizing command functions for Search and Rescue and wildland fire. Deterring violations of law, through proactive patrolling and enforcing applicable State laws and County resolutions is also an important function of the Sheriff's Office. The Sheriff's deputies also assist on transportation services for inmates and actively assist with wildland fire suppression operations.



### *Sheriff Personnel Schedule*

<b>Position Title</b>	<b>Budget Code Title</b>	<b>FTE</b>
Sheriff	Elected Official	1.00
Undersheriff	Undersheriff	1.00
Sheriff Lieutenant	Lieutenant	1.00
Administrative Assistant	Administrative/Clerical	1.00
Sheriff Sergeant	Sergeant/Detective/GRAMNET	2.00
Investigator/GRAMNET	Sergeant/Detective/GRAMNET	2.00
Sheriff Corporal	Deputies	2.00
Deputy Sheriff	Deputies	7.00
<b>Total</b>		<b>17.00</b>

### Moffat County Sheriff Organizational Chart





## Sheriff Expenditures

		2017	2018	2019	2020
		Actual	Actual	Estimate	Budget
<b>01-2000-</b>					
01-6000	ELECTED OFFICIAL	75,998	76,332	105,000	105,701
03-6000	UNDERSHERIFF	72,627	73,686	74,250	76,209
05-6000	LIEUTENANT	64,223	63,979	67,260	71,913
06-6000	ADMINISTRATIVE/CLERICAL	0	64,789	39,219	42,012
07-6000	SERGEANT/DETECTIVE/GRAMNET	122,149	229,451	236,639	251,163
08-6000	DEPUTIES	617,933	480,601	477,777	512,115
10-6000	CLERICAL	78,002	0	0	0
00-6034	OVERTIME	21,819	29,409	27,946	27,946
00-6038	LONGEVITY	6,000	9,192	7,211	8,653
00-6060	FRINGE BENEFITS	448,625	418,220	408,983	542,804
00-6364	RETIREMENT	61,887	61,646	61,982	63,711
	<b>Personnel Expenditures:</b>	<b>1,569,263</b>	<b>1,507,304</b>	<b>1,506,267</b>	<b>1,702,227</b>
00-6076	PROF. SERVICES LEGAL	0	0	0	1,000
00-6084	MISC EQUIPMENT	1,709	2,997	30,000	2,000
00-6085	OFFICE SUPPLIES	2,096	1,610	3,400	3,300
00-6086	POSTAGE	546	402	850	1,000
00-6087	COPIES	548	534	600	600
00-6090	COMPUTER/EXPENSE/SERV.	5,183	4,929	5,000	5,000
00-6100	OPERATING SUPPLIES	12,137	8,560	11,000	10,000
00-6102	UNIFORMS	3,845	3,556	5,800	6,000
00-6103	TELEPHONE	5,298	2,830	3,000	6,000
00-6106	GAS & OIL	7,412	6,898	8,000	8,227
00-6108	TRAVEL/STAFF DEVELOPMENT	4,024	7,361	6,500	5,500
00-6120	MAINTENANCE CONTRACTS	4,399	3,450	4,000	3,500
00-6121	REPAIRS AUTO	13,142	6,975	13,000	12,330
00-6122	RADIO REPAIR/MAINT.	2,337	2,122	6,200	7,308
00-6135	GRAMNET	5,131	6,355	6,900	20,523
00-6251	SAR GRANT	13,600	0	0	0
00-6255	SPECIAL PROJECTS	7,490	6,737	10,000	10,000
00-6300	DUES & MEETINGS	3,946	3,832	4,100	4,080
00-6301	EMPLOYEE EDUCATION	13,771	16,545	6,000	6,000
00-6349	MISCELLANEOUS	1,608	1,445	2,800	2,800
	<b>Operating Expenditures:</b>	<b>108,221</b>	<b>87,138</b>	<b>127,150</b>	<b>115,168</b>
00-6225	CAP OUT VEHICLE	64,600	0	0	70,000
00-6228	CAPITAL OUTLAY	8,587	0	5,040	5,040
	<b>Capital Expenditures:</b>	<b>73,187</b>	<b>0</b>	<b>5,040</b>	<b>75,040</b>
	<b>Expenditure Total:</b>	<b>1,750,671</b>	<b>1,594,442</b>	<b>1,638,457</b>	<b>1,892,435</b>



## Sheriff Revenues

<b>Account Number &amp; Title</b>		<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Estimate</b>	<b>2020 Budget</b>
01-9100-4834	FEDERAL-VEST GRANT	2,465	0	3,000	3,000
01-9200-4643	STATE-SEARCH & RESCUE	13,748	0	0	0
01-9200-4850	STATE-FINES	10,900	5,780	5,246	3,000
01-9200-4851	RANCH WATCH GRANT	45	0	90	0
01-9400-4779	CHG SERVICES-PENALTY ASSESSMENT	12,345	9,425	8,800	10,000
01-9400-4780	CHG SERVICES-SHERIFF'S FEES	35,311	35,549	49,348	30,000
01-9400-4796	SHERIFF FEES/FINGERPRINT	40	40	0	0
01-9500-4839	MISC REV-DUI LEAF	16,999	10,306	7,800	4,500
01-9500-4854	MISC REV-TOWN OF DINOSAUR	56,000	0	0	0
01-9800-4537	REIMB-SHERIFF TRAINING	99	20,386	9,571	4,000
01-9800-4539	REIMB-SHERIFF OPERATING	3,202	3,075	8,681	1,000
01-9800-4540	REIMB-SHERIFF OT	941	5,063	20,000	5,000
01-9800-4551	REIMB-INSURANCE REIMBURSEMENT	4,821	0	0	0
<b>Revenue Total</b>		<b>156,916</b>	<b>89,625</b>	<b>112,536</b>	<b>60,500</b>



# Moffat County Coroner



**Moffat County Coroner: Jesse Joe Arthurs**

**Phone: 970-326-3095**

**Email: [coroner@moffatcounty.net](mailto:coroner@moffatcounty.net)**

## **Mission Statement:**

To serve the people of Moffat County in a responsible and compassionate manner.

To Investigate all reportable deaths within the jurisdiction in a thorough manner in accordance with accepted standards in use today in this field while keeping in mind available resources of the County.

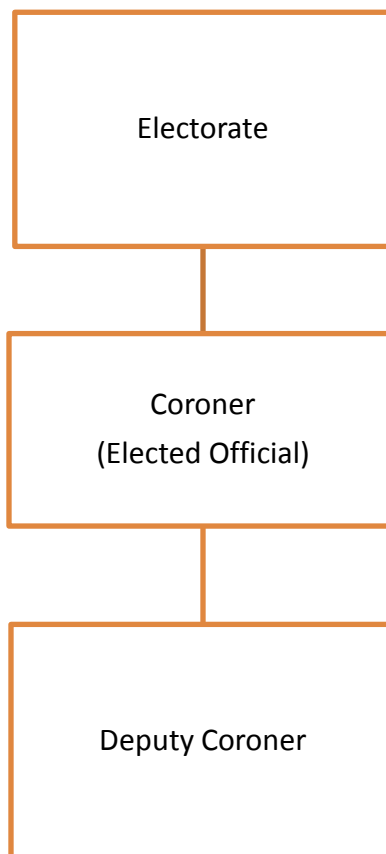
## **Purpose of Department:**

- ✓ This is a statutory office pursuant to C.R.S. 30-10-518 and 30-10-601 through 30-10-621. The Coroner is elected to serve for a four-year term. The Coroner is authorized to appoint Deputies to serve in his absence.



<i>Coroner Personnel Schedule</i>		
Position Title	Budget Code Tile	FTE
Coroner	Elected Official	1.00
Deputy Coroner	Deputy Coroner	0.10
<b>Total</b>		<b>1.10</b>

### **Moffat County Coroner Organizational Chart**





### Coroner Expenditures

		2017	2018	2019	2020
		Actual	Actual	Estimate	Budget
<b>01-2200-</b>					
01-6000	ELECTED OFFICIAL	33,100	33,247	45,747	46,028
04-6000	DEPUTY CORONER	0	0	5,148	5,557
06-6000	CORONER-ASSISTANT	2,059	2,059	0	0
00-6060	FRINGE BENEFITS	24,197	21,039	7,500	32,619
00-6364	RETIREMENT	1,986	1,991	50	2,762
<b>Personnel Expenditures:</b>		<b>61,343</b>	<b>58,336</b>	<b>58,445</b>	<b>86,966</b>
00-6078	INDIGENT BURIAL	0	1,500	6,000	1,500
00-6082	AUTOPSIES	23,360	11,675	26,000	24,083
00-6087	COPIES	0	27	0	0
00-6100	OPERATING SUPPLIES	1,113	0	1,400	595
00-6103	TELEPHONE	590	403	650	650
00-6108	TRAVEL/STAFF DEVELOPMENT	0	1,067	417	450
00-6114	TRANSPORTATION	5,271	4,500	4,750	4,500
00-6121	REPAIRS AUTO	1,488	0	100	100
00-6125	TOXICOLOGY	3,516	1,630	4,190	4,200
00-6128	FACILITY USE FEE	6,600	9,600	7,200	7,200
00-6137	FACILITY RENTAL AUTOPSIES	0	0	0	500
00-6153	INVESTIGATOR FEES	0	0	1,500	1,500
00-6300	DUES & MEETINGS	2,757	3,800	1,170	1,287
00-6301	EMPLOYEE EDUCATION	1,177	411	400	400
00-6349	MISCELLANEOUS	0	7	100	0
<b>Operating Expenditures:</b>		<b>45,871</b>	<b>34,620</b>	<b>53,877</b>	<b>46,965</b>
<b>Expenditure Total:</b>		<b>107,214</b>	<b>92,955</b>	<b>112,322</b>	<b>133,931</b>

### Coroner Revenues

		2017	2018	2019	2020
		Actual	Actual	Estimate	Budget
<b>Account Number &amp; Title</b>					
01-9800-4557	MISC CORONER	0	1,500	200	0
<b>Revenue Total</b>		<b>0</b>	<b>1,500</b>	<b>200</b>	<b>0</b>



# Office of Emergency Management



**Emergency Services Coordinator: Vacant**  
**Phone: 970-824-9153**

## **Mission Statement:**

To enhance the safety of the residents of Moffat County and minimize the effects of natural and manmade disasters through coordinated planning and preparedness efforts conducted before, during, and after disasters.

To assist all emergency response agencies in the county in fulfilling their mission through coordinated exercises.

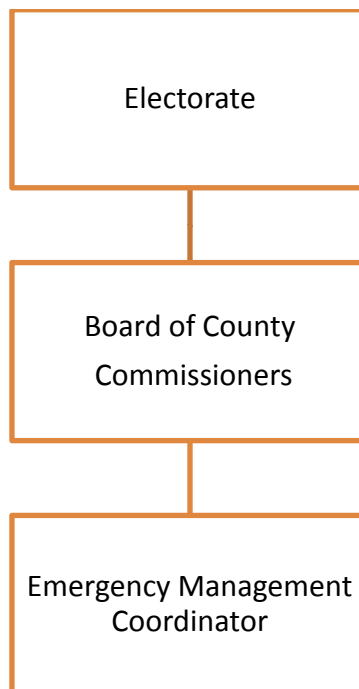
## **Purpose of Department:**

- ✓ Emergency management works to protect lives and property in Moffat County through effective emergency management practices and procedures. The office coordinates with local response agencies and elected officials to prevent, prepare for, mitigate, respond and recover from natural or human caused emergency situations. The emergency management coordinator remains active within the region and the state to ensure lines of communication and cooperation are maintained.
- ✓ Emergency management ensures that the county fulfills its statutorily required obligations to its citizens as it relates to disaster preparedness ensuring that emergency operations plan are updated as required. Funding for up to fifty percent of the costs for the emergency management program is eligible for reimbursement from the state. To ensure compliance with the grant guidance and ensure maximum reimbursement some special considerations are required.



<i>Emergency Management Personnel Schedule</i>		
<b>Position Title</b>	<b>Budget Code Title</b>	<b>FTE</b>
Emergency Management Coordinator	Emergency Management Coordinator	1.00
<b>Total</b>		<b>1.00</b>

### Office of Emergency Management Organizational Chart





### Emergency Management Expenditures

<b>01-2300-</b>		<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Estimate</b>	<b>2020 Budget</b>
09-6000	EMERGENCY MNGMNT COORDINATOR	30,045	26,668	26,588	59,261
00-6034	OVERTIME	121	0	0	0
00-6060	FRINGE BENEFITS	7,013	3,099	3,089	35,102
00-6364	RETIREMENT	386	0	0	0
<b>Personnel Expenditures:</b>		<b>37,565</b>	<b>29,767</b>	<b>29,677</b>	<b>94,363</b>
00-6084	MISC EQUIPMENT	801	1,698	850	3,000
00-6085	OFFICE SUPPLIES	89	56	250	250
00-6100	OPERATING SUPPLIES	1,649	709	1,000	1,700
00-6103	TELEPHONE	1,418	1,407	650	1,300
00-6106	GAS & OIL	229	90	500	500
00-6108	TRAVEL/STAFF DEVELOPMENT	305	0	600	2,500
00-6121	REPAIRS AUTO	1,106	1,773	350	500
00-6300	DUES & MEETINGS	219	773	200	200
<b>Operating Expenditures:</b>		<b>5,816</b>	<b>6,506</b>	<b>4,400</b>	<b>9,950</b>
00-6228	CAPITAL OUTLAY	0	264,412	0	0
<b>Capital Expenditures:</b>		<b>0</b>	<b>264,412</b>	<b>0</b>	<b>0</b>
<b>Expenditure Total:</b>		<b>43,382</b>	<b>300,684</b>	<b>34,077</b>	<b>104,313</b>

### Emergency Management Ambulance Expenditures

<b>01-2301-</b>		<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Estimate</b>	<b>2020 Budget</b>
00-6046	CONTRACT LABOR	0	0	0	20,000
<b>Personnel Expenditures:</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>20,000</b>
00-6084	MISC EQUIPMENT	0	0	7,000	10,000
00-6085	OFFICE SUPPLIES	0	0	450	500
00-6100	OPERATING SUPPLIES	0	0	3,750	4,000
00-6106	GAS & OIL	0	0	500	1,200
00-6108	TRAVEL/STAFF DEVELOPMENT	0	0	0	4,000
00-6120	MAINTENANCE CONTRACT	0	0	1,676	2,000
00-6300	DUES & MEETINGS	0	0	500	1,000
<b>Operating Expenditures:</b>		<b>0</b>	<b>0</b>	<b>13,876</b>	<b>22,700</b>
00-6228	CAPITAL OUTLAY	0	0	0	0
<b>Capital Expenditures:</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Expenditure Total:</b>		<b>0</b>	<b>0</b>	<b>13,876</b>	<b>42,700</b>



## Emergency Management Revenues

<b>Account Number &amp; Title</b>		<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Estimate</b>	<b>2020 Budget</b>
01-9100-4647	STATE EOM-EMERGENCY MANAG	0	14,562	15,000	52,156
01-9200-4647	STATE EOM-EMERGENCY MANAG	13,367	0	0	0
01-9200-4856	PUBLIC HEALTH AND ENVIRONMENT	0	234,628	0	0
01-9400-4769	EMERG MNGNMENT AMBULANCE	0	0	0	34,160
01-9500-4906	OEM DONATIONS	1,000	0	0	0
01-9800-4563	REIMB- OEM	0	5,471	0	0
<b>Revenue Total</b>		<b>14,367</b>	<b>254,661</b>	<b>15,000</b>	<b>86,316</b>



# Fire Control



**Moffat County Sheriff: KC Hume**  
**Phone: 970-824-4495**  
**Email: [khume@sheriff.moffat.co.us](mailto:khume@sheriff.moffat.co.us)**

## **Mission Statement:**

To provide for the public's safety and well-being as ordered by state statute. With financial assistance, have the ability to control and suppress wild-land fires on private and state owned property. With the assistance of the land owner, use fire as a resource to lower the number of fires that the Moffat County Sheriff's Office needs to respond to in the future. Help the citizens of Moffat County get a better understanding of the natural use of wild-land fires and the use of the 'Fire Wise Program' on their property. Maintain the equipment for a quick and reliable response to wild-land fires.

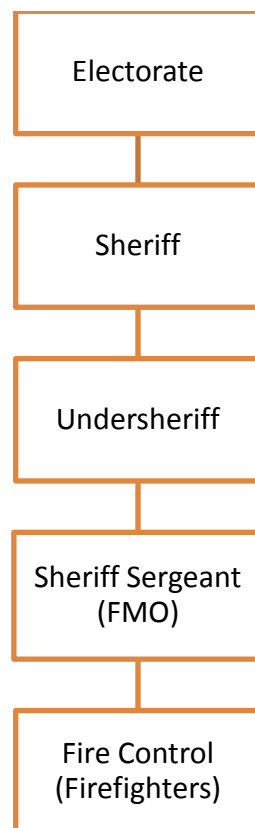
## **Purpose of Department:**

Maintain current equipment and crew numbers in order to provide for protection of private and state lands. To suppress or control wild-land fires on private and state owned property in Moffat County. Assist the Bureau of Land Management, the National Park Service, National Wildlife Service and local Fire Districts with fire suppression on private, public and state lands.



<i>Fire Control Personnel Schedule</i>		
<b>Position Title</b>	<b>Budget Code Title</b>	<b>FTE</b>
Fire Control	n/a	0.00
<b>Total</b>		<b>0.00</b>

### Fire Control Organizational Chart





### Fire Control Expenditures

		2017	2018	2019	2020
		Actual	Actual	Estimate	Budget
<b>01-2400-</b>					
23-6000	WAGES	64,105	98,775	23,900	4,000
00-6034	OVERTIME	0	0	1,200	0
00-6060	FRINGE BENEFITS	23,416	26,176	6,500	306
00-6364	RETIREMENT	3,462	5,817	1,215	240
<b>Personnel Expenditures:</b>		<b>90,982</b>	<b>130,769</b>	<b>32,815</b>	<b>4,546</b>
00-6097	STATE FIRE FUND	9,211	8,597	7,817	10,000
00-6100	OPERATING SUPPLIES	4,260	6,600	2,048	1,000
00-6106	GAS & OIL	539	1,476	400	0
00-6107	FOOD & MEALS	734	3,763	400	400
00-6119	LEASING	600	600	600	600
00-6258	EMERGENCY FIRE FUND	1,785	64,372	90,901	97,000
<b>Operating Expenditures:</b>		<b>17,128</b>	<b>85,408</b>	<b>102,166</b>	<b>109,000</b>
00-6228	CAPITAL OUTLAY	0	0	0	0
<b>Capital Expenditures:</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Expenditure Total:</b>		<b>108,110</b>	<b>216,177</b>	<b>134,981</b>	<b>113,546</b>

### Fire Control Revenues

		2017	2018	2019	2020
		Actual	Actual	Estimate	Budget
<b>Account Number &amp; Title</b>					
01-9200-4642	STATE-FOREST SERVICE GRANT	3,825	0	3,630	0
01-9200-4650	STATE-FIRE FUND RELIEF	8,139	0	0	0
<b>Revenue Total</b>		<b>11,964</b>	<b>0</b>	<b>3,630</b>	<b>0</b>



# Hamilton Community



## Hamilton Community Center

### Mission Statement:

This mission of the Hamilton Community Center is to provide the public with a meeting place for functions, activities and meetings. It is used by clubs, groups and organizations as well as individuals for meetings, dinners, parties, and get-togethers.

### Purpose of Department:

- ✓ The Hamilton Community Center exists to provide the public with a place to meet. (See mission statement). Approximately 100 people use the building monthly and approximately 400 people have used it in the last budget year for Christmas parties, receptions, DOW information meetings, fund-raisers, outfitters organizational meetings and other parties. Approximately 95% of those attending functions at the Hamilton Community Center are Moffat County residents. The age groups range from children in the local 4-H club to recreational associations, community and family groups for get-togethers, local governmental informational meetings including DOW and trash dumpster meetings, political caucuses, etc. The center is also a voting precinct.
- ✓ The Hamilton Community Center has no regular revenue. We encourage donations by the users of the Center and have had excellent cooperation from those using the building. In addition, we continue to use memorial funds given in memory of long time board/community member Ethel Jordan. We have been able to use some of those funds for special needs and projects for the Center. The daily needs of the building, i.e. paper supplies and cleaning supplies is totally provided through donations. Since donations are difficult to project, we must continue to budget for needed items; however if donated monies are available we have been able to purchase larger items with those donated funds, allowing budgeted monies to stay with the County. Since donations help defray the costs of both supplies and larger items, the cost of maintaining the building is kept to a minimum. Usage of this building can also take the pressure off meeting places in Craig.



### Hamilton Expenditures

		2017	2018	2019	2020
		Actual	Actual	Budget	Budget
<b>01-2800-</b>					
00-6104	UTILITIES	2,304	2,086	2,907	2,907
00-6120	MAINTENANCE	1,630	1,562	750	750
00-6349	MISC	303	0	0	3,010
<b>Operating Expenditures:</b>		<b>4,237</b>	<b>3,648</b>	<b>3,657</b>	<b>6,667</b>
00-6228	CAPITAL OUTLAY	0	4,842	0	0
<b>Capital Expenditures:</b>		<b>0</b>	<b>4,842</b>	<b>0</b>	<b>0</b>
<b>Expenditure Total:</b>		<b>4,237</b>	<b>8,490</b>	<b>3,657</b>	<b>6,667</b>

### Hamilton Revenues

		2017	2018	2019	2020
		Actual	Actual	Estimate	Budget
<b>Account Number &amp; Title</b>					
01-9500-4904	MISC-HAMILTON COMM CENTER DONATIC	85	100	0	0
01-9800-4857	HAMILTON COMMUNITY CENTER	0	125	29	0
<b>Revenue Total</b>		<b>85</b>	<b>225</b>	<b>29</b>	<b>0</b>



# Maybell



## **Maybell Community Center:**

The purpose of the Maybell Community Center is to provide a clean, well-lighted, environmentally sound meeting place for the community organizational, social, and educational activities and events.

## **Maybell Senior Citizens Bus:**

This bus provides weekly transportation to Craig for doctor and dentist appointments, grocery shopping and picking up medications. The bus is also used for organized senior outings. This bus is handicapped accessible.

## **Maybell Park:**

The Park has multiple uses from Family Reunions to Weddings. The main focus is camping, for visitors to Brown's Park, Sand Wash, rafters, school groups, Boy Scouts, Fire Crews, and of course, hunters. It provides travelers with a clean rest stop and playground for children. The park partners with Maybell Women's Club for improvements such as a shared mower and new fencing.

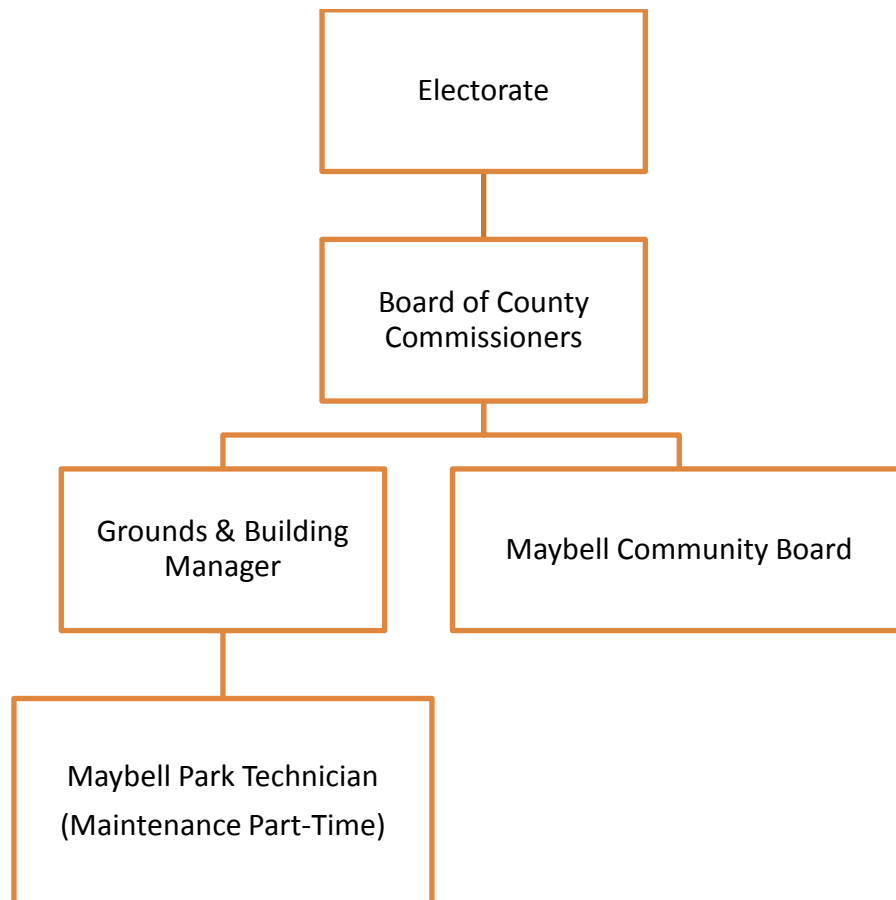
## **Maybell Women's Club:**

The main purpose of the Maybell Women's Club is to promote citizenship and community pride through the club's involvement with the Maybell Library, "Adopt a Highway Program," publishing of the Maybell Gazette. It furnishes meals for funerals when needed and assists in fund-raisers for the ill and/or needy in the community. The club also owns and maintains the Maybell Cemetery by mowing, watering, spraying for noxious weeds, repairs fences and gates, planting and maintaining new vegetation, and arranging for new burials. Maybell Women's Club partners with the Maybell Park, and has recently purchased 6 Metal Picnic Tables and continues to contribute to the replacement trees as needed.



<i>Maybell Personnel Schedule</i>		
<b>Position Title</b>	<b>Budget Code Title</b>	<b>FTE</b>
Maybell Park Technician	Maintenance Part-Time	0.38
<b>Total</b>		<b>0.38</b>

### Maybell Organizational Chart





### Maybell Expenditures

		2017	2018	2019	2020
		Actual	Actual	Estimate	Budget
<b>01-3000-</b>					
31-6000	PART TIME	12,293	0	0	0
32-6000	MAINTENANCE PART-TIME	0	8,771	11,704	12,066
00-6060	FRINGE BENEFITS	1,505	1,097	1,397	1,440
<b>Personnel Expenditures:</b>		<b>13,798</b>	<b>9,868</b>	<b>13,101</b>	<b>13,506</b>
00-6100	OPERATING SUPPLIES	0	2,456	180	0
00-6101	MAINTENANCE SUPPLIES	0	184	258	0
00-6104	UTILITIES	4,602	10,771	6,237	0
00-6120	MAINTENANCE CONTRACTS	0	300	0	0
00-6137	TAXES	2,906	3,165	304	0
00-6169	COMMUNITY CENTER	110	1,926	1,600	1,000
00-6173	PARK	12,150	8,819	17,496	5,700
00-6175	WOMEN'S CLUB	1,800	441	3,500	3,500
00-6315	DUES & SUBSCRIPTIONS	0	777	474	0
<b>Operating Expenditures:</b>		<b>21,568</b>	<b>28,838</b>	<b>30,049</b>	<b>10,200</b>
00-6228	CAPITAL OUTLAY	0	0	0	0
<b>Capital Expenditures:</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Expenditure Total:</b>		<b>35,366</b>	<b>38,706</b>	<b>43,150</b>	<b>23,706</b>

### Maybell Revenues

		2017	2018	2019	2020
		Actual	Actual	Estimate	Budget
<b>Account Number &amp; Title</b>					
01-9400-4835	MAYBELL PARK CAMPGROUND FEE	27,309	29,747	28,938	0
01-9400-4854	MAYBELL PARK OTHER FEES	115	100	0	0
01-9400-4855	MAYBELL PARK SHOWERS	4,422	4,083	4,000	0
01-9400-4856	MAYBELL PARK DUMP FEES	1,860	1,999	1,750	0
01-9500-4905	MAYBELL PARK DONATIONS	5,160	2,853	0	0
<b>Revenue Total</b>		<b>38,866</b>	<b>38,781</b>	<b>34,688</b>	<b>0</b>



# Maybell Ambulance



## **Mission Statement:**

To provide exemplary EMTB pre-hospital care to all in need of ambulance services within the MVA district as outlined by the Moffat County Board of County Commissioners

## **Purpose of Department:**

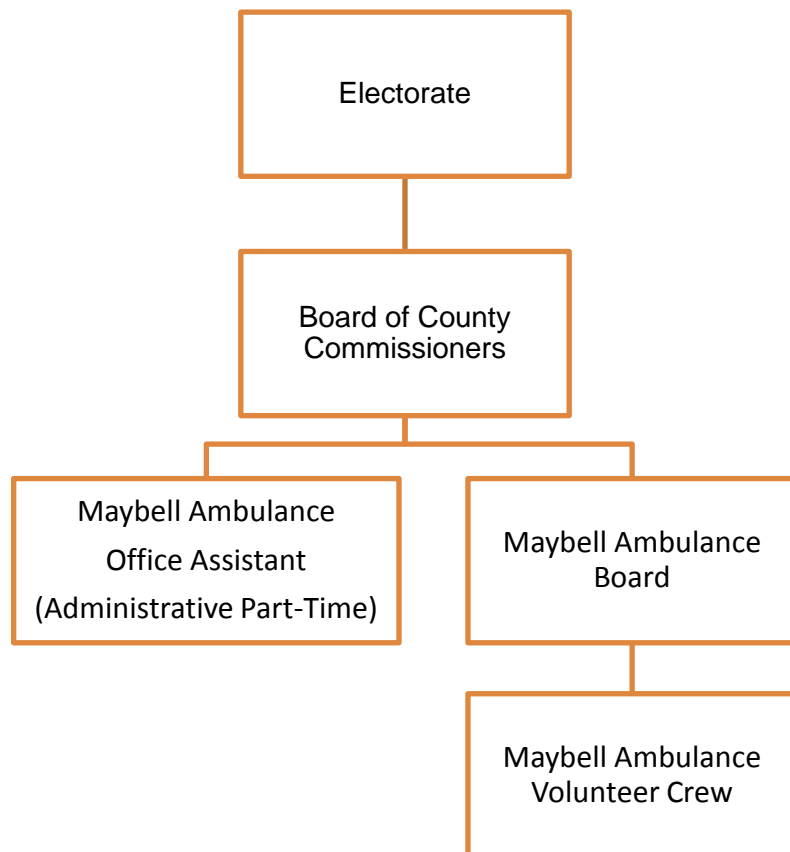
Maybell Ambulance Provides to its community:

- ✓ 2 Full service ambulances (licensed)
- ✓ 6 EMT Basics
- ✓ Assistance available from Maybell Volunteer Fire Department, TMH Ambulance ALS services, and other agencies



<i>Maybell Ambulance Personnel Schedule</i>		
<b>Position Title</b>	<b>Budget Code Title</b>	<b>FTE</b>
Maybell Ambulance Office Assistant	Administrative Part-Time	0.25
Maybell Ambulance Call-Out	Maybell Ambulance Call-Out	n/a
<b>Total</b>		<b>0.25</b>

### Maybell Ambulance Organizational Chart





### Maybell Ambulance Expenditures

		2017	2018	2019	2020
		Actual	Actual	Estimate	Budget
<b>01-3100-</b>					
31-6000	ADMINISTRATIVE PART-TIME	10,588	8,531	5,980	7,397
32-6000	MAYBELL AMBULANCE CALL-OUT	0	4,950	6,952	4,752
00-6060	FRINGE BENEFITS	1,271	2,093	2,112	2,223
	<b>Personnel Expenditures:</b>	<b>11,859</b>	<b>15,575</b>	<b>15,044</b>	<b>14,372</b>
00-6084	MISC EQUIPMENT	85	305	0	0
00-6085	OFFICE SUPPLIES	186	312	200	200
00-6100	OPERATING SUPPLIES	4,327	6,207	2,300	2,300
00-6103	TELEPHONE	1,374	1,411	900	900
00-6104	UTILITIES	2,593	2,658	5,610	5,610
00-6106	GAS & OIL	438	454	486	486
00-6108	TRAVEL/STAFF DEVELOPMENT	0	14	1,000	1,000
00-6120	MAINT CONTRACTS	0	0	2,000	2,000
00-6121	REPAIRS AUTO	445	87	500	500
00-6122	RADIO REP/MAINT	240	1,905	500	500
00-6260	FEES	0	455	1,000	1,000
00-6301	EMPLOYEE EDUCATION	2,213	1,909	4,500	4,500
00-6349	MISCELLANEOUS	0	481	50	50
	<b>Operating Expenditures:</b>	<b>11,900</b>	<b>16,198</b>	<b>19,046</b>	<b>19,046</b>
	<b>Capital Expenditures:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Expenditure Total:</b>	<b>23,760</b>	<b>31,772</b>	<b>34,090</b>	<b>33,418</b>

### Maybell Ambulance Revenues

		2017	2018	2019	2020
	Account Number & Title	Actual	Actual	Estimate	Budget
01-9400-4787	CHG SERVICES-AMBULANCE FEES	5,553	9,007	5,000	5,000
01-9800-4569	MISC-MAYBELL AMBULANCE	266	986	0	0
	<b>Revenue Total</b>	<b>5,819</b>	<b>9,993</b>	<b>5,000</b>	<b>5,000</b>



# Maybell Volunteer Fire



**Maybell Volunteer Fire Department Board**  
**Maybell Volunteer Department Garage Address:**  
**121 Fellows**  
**Maybell, CO 81640**

## **Mission Statement:**

To ensure prompt, safe and secure coverage of all structure and wild land fires in and around Maybell as directed in our by-laws. Also to provide assistance to Maybell volunteer ambulance through our rescue truck and extrication operations

## **Purpose of Department:**

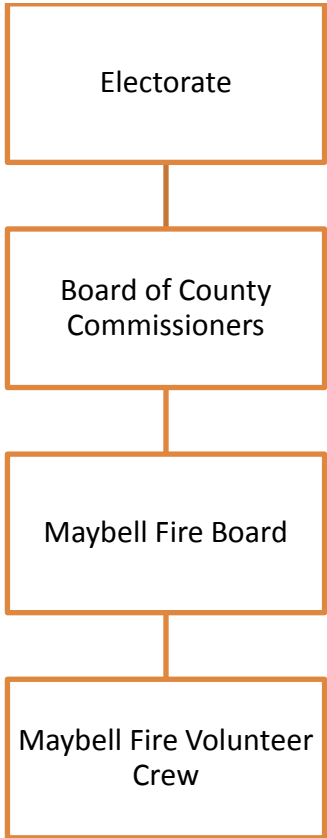
To provide emergency services on a volunteer basis to the Maybell area with:

- ✓ One Rescue Truck
- ✓ One Brush Truck
- ✓ One 3,000 Gallon Fire Tender
- ✓ One FWD Fire Truck (to be replaced)
- ✓ Twelve Volunteer Fire Fighters
- ✓ Approximately twenty other fire department members volunteer (support services)
- ✓ One five member fire board appointed by Moffat County BOCC
- ✓ Volunteers trained on equipment, CPR, extrication, medical assistance and first strike wild land and structure fire assistance.



<i>Maybell Fire Department Personnel Schedule</i>		
<b>Position Title</b>	<b>Budget Code Title</b>	<b>FTE</b>
Maybell Fire Call-Out	Maybell Fire Call-Out	n/a
<b>Total</b>		<b>0.00</b>

**Maybell Fire Organizational Chart**





### Maybell Fire Expenditures

		2017	2018	2019	2020
		Actual	Actual	Estimate	Budget
<b>01-3200-</b>					
31-6000	PART TIME WAGE	1,600	200	0	0
32-6000	MAYBELL FIRE CALL-OUT	0	2,750	6,000	6,000
00-6060	FRINGE BENEFITS	334	850	2,076	2,076
<b>Personnel Expenditures:</b>		<b>1,934</b>	<b>3,800</b>	<b>8,076</b>	<b>8,076</b>
00-6084	MISC EQUIP	2,250	2,502	0	0
00-6100	OPERATING	515	3,509	9,000	9,000
00-6104	UTILITIES	4,556	2,784	7,650	7,650
00-6106	GAS & OIL	373	531	0	0
00-6121	REPAIRS AUTO	74	7,571	0	0
00-6122	RADIO REPAIRS MAINT	1,188	1,793	0	0
00-6260	FEES	0	406	0	0
00-6301	EMPLOYEE EDUCATION	563	1,445	0	0
00-6349	MISCELLANEOUS	195	54	0	0
<b>Operating Expenditures:</b>		<b>9,714</b>	<b>20,595</b>	<b>16,650</b>	<b>16,650</b>
00-6228	CAPITAL OUTLAY	87,600	0	0	0
<b>Capital Expenditures:</b>		<b>87,600</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Expenditure Total:</b>		<b>99,248</b>	<b>24,395</b>	<b>24,726</b>	<b>24,726</b>

### Maybell Fire Revenues

		2017	2018	2019	2020
		Actual	Actual	Estimate	Budget
<b>Account Number &amp; Title</b>					
01-9500-4645	MISC REV-MAYBELL VOLUNTEER FIRE DE	5,032	6,202	0	0
<b>Revenue Total</b>		<b>5,032</b>	<b>6,202</b>	<b>0</b>	<b>0</b>



# Weed & Pest Management



**Weed & Pest Management Manager: Jesse Schroeder**

**Phone: 970-824-9184**

**Email: [jschroeder@moffatcounty.net](mailto:jschroeder@moffatcounty.net)**

## **Mission Statement:**

Work cooperatively with private individuals, State and Federal Agencies to implement a broad, efficient pest management program.

## **Purpose of Department:**

- ✓ The Weed & Pest Management Department implements the State and County Undesirable Plant Management Plan including recommendations, physical assistance and herbicide applications. It directs broad based integrated plant management plans as part of the area's Coordinated Resource Management and other similar cooperative agreements. It assists cooperators in development and implementation of partnership agreements.
- ✓ It does mosquito abatement through a comprehensive integrated management plan with the focus being on larval control of mosquitoes in the Craig and Maybell recreational, residential, and surrounding areas. Including the trapping of adult mosquitoes and testing for vector borne diseases.
- ✓ Weed & Pest Management treats Mormon Crickets and Grasshopper infestations for members of the Pest District on a complaint basis.



<i>Weed &amp; Pest Management Personnel Schedule</i>		
<b>Position Title</b>	<b>Budget Code Title</b>	<b>FTE</b>
Weed & Pest Manager	Weed & Pest Manager	1.00
Weed & Pest Supervisor	Weed & Pest Supervisor	0.74
Administrative Supervisor	Administrative Supervisor	0.05
Staff Assistant	Administrative Part-Time	0.05
Contract Labor	Contract Labor	0.00
<b>Total</b>		<b>1.84</b>

### **Pest Management Organizational Chart**





## Pest Management Expenditures

		2017	2018	2019	2020
		Actual	Actual	Estimate	Budget
<b>01-3300-</b>					
02-6000	WEED & PEST MANAGER	52,528	26,466	53,134	57,007
03-6000	ADMINISTRATIVE SUPERVISOR	0	0	0	2,400
31-6000	ADMINISTRATIVE PART-TIME	0	0	0	1,037
37-6000	WEED & PEST SUPERVISOR	39,511	34,434	35,160	31,960
00-6034	OVERTIME	260	0	226	0
00-6038	LONGEVITY	0	0	0	135
00-6046	CONTRACT LABOR	54,256	40,327	49,000	49,000
00-6060	FRINGE BENEFITS	31,926	17,286	20,088	25,475
00-6364	RETIREMENT	2,303	1,455	0	3,572
<b>Personnel Expenditures:</b>		<b>180,785</b>	<b>119,968</b>	<b>157,608</b>	<b>170,586</b>
00-6084	MISC EQUIPMENT	0	1,373	3,500	5,000
00-6085	OFFICE SUPPLIES	784	297	1,000	1,500
00-6100	OPERATING SUPPLIES	35,284	24,966	33,000	33,000
00-6103	TELEPHONE	711	1,030	1,000	1,500
00-6104	UTILITIES	4,407	4,717	5,000	5,610
00-6108	TRAVEL/STAFF DEVELOPMENT	501	0	500	2,500
00-6300	DUES & MEETINGS	568	371	300	1,500
00-6301	WEED EDUCATION	4,884	568	300	2,500
00-6316	ANIMAL CONTROL	10,000	10,000	10,000	10,000
00-6317	SPRAYING	15,962	15,702	16,100	16,000
00-6318	MOSQUITO SUPPLIES	36,802	33,107	42,320	42,320
00-6319	RODENT SUPPLIES	4,135	0	0	0
00-6349	MISCELLANEOUS	2,647	1,687	2,500	5,000
00-6371	CO 1ST SOIL CONSERVATION	10,034	0	0	0
00-6963	UNEMPLOYMENT REIMBURSABLE CHC	4,155	0	0	0
<b>Operating Expenditures:</b>		<b>139,727</b>	<b>101,594</b>	<b>125,220</b>	<b>142,430</b>
00-6228	CAPITAL OUTLAY	31,250	0	0	51,825
<b>Capital Expenditures:</b>		<b>31,250</b>	<b>0</b>	<b>0</b>	<b>51,825</b>
<b>Expenditure Total:</b>		<b>351,762</b>	<b>221,562</b>	<b>282,828</b>	<b>364,841</b>

## Pest Management Revenues

		2017	2018	2019	2020
		Actual	Actual	Estimate	Budget
<b>Account Number &amp; Title</b>					
01-9400-4788	CHG SERVICES-WEED CONTROL	18,432	12,834	11,535	11,535
<b>Revenue Total</b>		<b>18,432</b>	<b>12,834</b>	<b>11,535</b>	<b>11,535</b>



# Moffat County Fair



**Administrative Supervisor: Jackie Goodnow**

**Phone: 970-824-9180**

**Email: [jgoodnow@moffatcounty.net](mailto:jgoodnow@moffatcounty.net)**

The Moffat County Fair provides an opportunity for all residents of Moffat County to exhibit, encourage and promote their agricultural heritage as well as skills and accomplishments in the mechanical, industrial, horticulture, home economics and livestock industries in the County. This follows statute CRS 35-65-111. The County Fair also provides the opportunity and means for all 4-H and FFA projects to be completed, exhibited and judged for the youth in Moffat County.

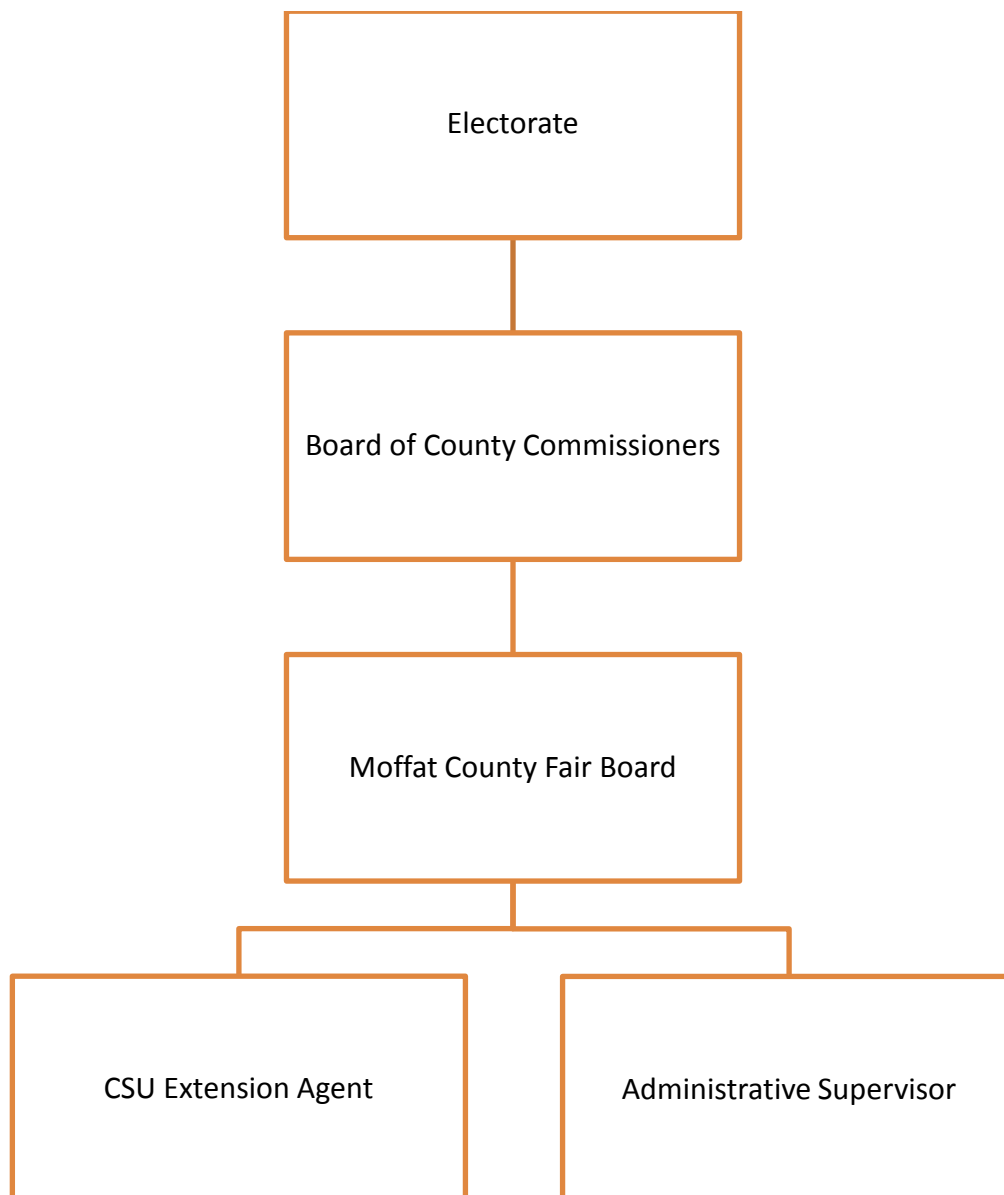
## **Purpose of Department:**

- ✓ Livestock and Horse Shows
- ✓ Indoor Projects - Horticulture, Garden, Hobby, Mechanical, Family & Consumer Sciences
- ✓ Entertainment – Variety that provides for all audiences
- ✓ Hall of Education – An event for all educational and non-profit organizations to showcase functions and benefits for Moffat County Residents
- ✓ Events for Community and Families of Moffat County and surrounding counties to participate and enjoy the celebration of Moffat County and its heritage.



County Fair Personnel Schedule		
Position Title	Budget Code Title	FTE
Administrative Supervisor	Administrative Supervisor	0.48
Staff Assistant	Administrative Part-Time	0.25
Contract Labor (Security/Temps)	Contract Labor	0.00
Contract Labor (Judges)	Judges	0.00
<b>Total</b>		<b>0.72</b>

### County Fair Organizational Chart





## County Fair Expenditures

		2017	2018	2019	2020
		Actual	Actual	Estimate	Budget
<b>01-3900-</b>					
03-6000	ADMINISTRATIVE SUPERVISOR	0	0	0	22,796
31-6000	ADMINISTRATIVE PART-TIME	0	0	0	7,262
00-6034	OVERTIME	0	0	0	5,000
00-6038	LONGEVITY	0	0	0	1,284
00-6046	CONTRACT LABOR	1,707	1,649	1,762	1,762
00-6051	JUDGES	8,731	8,500	7,062	7,062
00-6060	FRINGE BENEFITS	0	0	0	16,168
00-6364	RETIREMENT	0	0	0	1,745
	<b>Personnel Expenditures:</b>	<b>10,438</b>	<b>10,149</b>	<b>8,824</b>	<b>63,080</b>
00-6080	SECURITY	300	300	600	600
00-6081	OPEN HORSE SHOW	1,553	1,566	2,000	1,000
00-6082	FAIR QUEEN EXPENSE	0	180	0	0
00-6083	AWARDS AND RIBBONS	7,515	9,454	10,000	6,062
00-6085	OFFICE SUPPLIES	877	275	900	900
00-6086	POSTAGE	383	428	400	400
00-6087	COPIES	318	432	500	500
00-6088	AD/LEGAL NOTICES	7,701	12,406	7,000	2,562
00-6089	PRINTING	318	167	400	400
00-6091	PREMIUMS	2,323	2,323	2,323	2,323
00-6092	FAIR BOOK	4,001	4,342	4,346	4,000
00-6093	ENTERTAINMENT	48,241	93,932	61,000	10,907
00-6100	OPERATING SUPPLIES	278	1,181	500	500
00-6250	IMPROVEMENTS	3,390	486	1,000	1,000
00-6349	MISCELLANEOUS	4,317	4,072	3,000	3,000
	<b>Operating Expenditures:</b>	<b>81,516</b>	<b>131,543</b>	<b>93,969</b>	<b>34,154</b>
00-6228	CAPITAL OUTLAY	0	0	0	0
	<b>Capital Expenditures:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Expenditure Total:</b>	<b>91,954</b>	<b>141,692</b>	<b>102,793</b>	<b>97,234</b>

## County Fair Revenues

		2017	2018	2019	2020
		Actual	Actual	Estimate	Budget
<b>Account Number &amp; Title</b>					
01-9500-4844	MISC REV-MOCO FAIR DONATIONS	62,371	101,375	25,000	6,000
	<b>Revenue Total</b>	<b>62,371</b>	<b>101,375</b>	<b>25,000</b>	<b>6,000</b>



# Colorado State University Extension



CSU Extension Agent: Jessica Counts  
Phone: 970-824-9180  
Email: [Jessica.Counts@colostate.edu](mailto:Jessica.Counts@colostate.edu)

## Mission Statement:

The Mission of Colorado State University Extension is:

**"To provide information and education, and encourage the application of research-based knowledge in response to local, state and national issues affecting individuals, youth, families, agricultural enterprises and communities of Colorado."**

Our vision is to:

**"Lead the University in helping the people of Colorado put knowledge to work."**

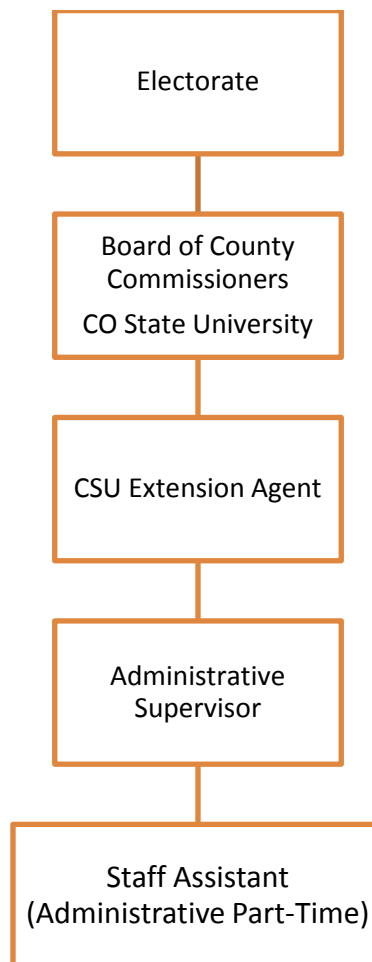
## Purpose of Department:

As the major off-campus educational arm of Colorado State University, Extension is a partnership of Colorado State University, Moffat County, and the United States Department of Agriculture. Extension is the informal, non-credit educational system that links education and research with the needs of Moffat County citizens. The office provides unbiased, research-based information and encourages the application of this information in response to local, state and national issues affecting individuals, youth, *families and agriculture enterprises in Moffat County.*



<i>Extension Personnel Schedule</i>		
Position Title	Budget Code Title	FTE
CSU Extension Agent	CSU Agents Salaries	0.00
Administrative Supervisor	Administrative Supervisor	0.48
Staff Assistant	Administrative Part-Time	0.42
<b>Total</b>		<b>0.90</b>

### Extension Organizational Chart





### Extension Expenditures

		2017	2018	2019	2020
		Actual	Actual	Estimate	Budget
<b>01-4000-</b>					
03-6000	ADMINISTRATIVE SUPERVISOR	46,416	46,416	46,772	22,796
06-6000	STAFF ASSISTANT	18,302	0	0	0
31-6000	ADMINISTRATIVE PART-TIME	0	9,618	17,991	12,450
00-6034	OVERTIME	5,112	5,406	5,000	0
00-6038	LONGEVITY	2,600	2,610	2,630	1,284
00-6047	CSU AGENTS SALARIES	13,300	7,944	13,300	14,700
00-6060	FRINGE BENEFITS	27,047	24,851	25,950	16,191
00-6364	RETIREMENT	3,248	3,266	3,420	1,445
<b>Personnel Expenditures:</b>		<b>116,025</b>	<b>100,112</b>	<b>115,063</b>	<b>68,866</b>
00-6085	OFFICE SUPPLIES	3,654	1,828	2,150	2,150
00-6086	POSTAGE	2,146	912	1,700	1,700
00-6087	COPIES	5,581	4,425	5,500	5,500
00-6103	TELEPHONE	1,050	900	1,200	1,200
00-6108	TRAVEL/STAFF DEVELOPMENT	4,258	2,668	3,565	3,565
00-6123	REPAIR/EQUIP/MAINT.	332	0	300	300
00-6130	REF & PROG SUPPORT	3,989	5,760	3,400	9,900
00-6300	DUES & MEETINGS	489	312	300	300
00-6349	MISCELLANEOUS	1,610	1,600	1,614	1,614
<b>Operating Expenditures:</b>		<b>23,110</b>	<b>18,403</b>	<b>19,729</b>	<b>26,229</b>
00-6220	CAPITAL OUTLAY-OFFICE	0	0	0	0
00-6228	CAPITAL OUTLAY	0	0	0	0
<b>Capital Expenditures:</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Expenditure Total:</b>		<b>139,135</b>	<b>118,515</b>	<b>134,792</b>	<b>95,095</b>

### Extension Revenues

		2017	2018	2019	2020
		Actual	Actual	Estimate	Budget
<b>Account Number &amp; Title</b>					
01-9800-4548	MISC REV EXTENSION	0	0	0	0
01-9400-4863	CHG SERVICES EXTENSION	0	0	0	6,500
<b>Revenue Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>6,500</b>



# Luttrell Barn





### Luttrell Barn Expenditures

		2017 Actual	2018 Actual	2019 Estimate	2020 Budget
<b>01-4100-</b>					
00-6101	MAINTENANCE SUPPLIES	0	0	0	0
00-6104	UTILITIES	676	0	0	0
00-6133	DUMPSTER	0	0	0	0
	<b>Operating Expenditures:</b>	<b>676</b>	<b>0</b>	<b>0</b>	<b>0</b>
00-6228	CAPITAL OUTLAY	0	0	0	0
	<b>Capital Expenditures:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Expenditure Total:</b>	<b>676</b>	<b>0</b>	<b>0</b>	<b>0</b>

### Luttrell Barn Revenues

Account Number & Title	2017 Actual	2018 Actual	2019 Estimate	2020 Budget
01-9400-4781 CHG SERVICES-LUTTRELL BARN	200	0	0	0
<b>Revenue Total</b>	<b>200</b>	<b>0</b>	<b>0</b>	<b>0</b>



# Moffat County Fairgrounds



**Fairgrounds Manager: Bill Sixkiller**

**Phone: (970)824-5708**

**Email: [mocofair@moffatcounty.net](mailto:mocofair@moffatcounty.net)**

## **Mission Statement:**

To maintain, operate and improve a safe high quality facility for numerous uses by the general public and private sector.

## **Purpose of Department:**

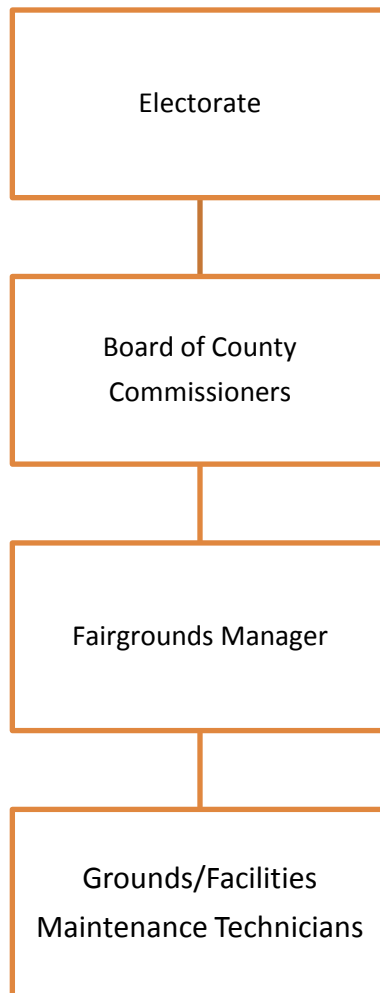
The Moffat County Fairgrounds provides multiple areas for a variety of activities. A facility for livestock work and recreation, rodeos, roping, barrel racing, horse and livestock shows, horse racing, auctions, and the county fair. A pavilion with a full kitchen is used for many functions such as family gatherings, parties, dances, theater performances, concessions, etc. There is a large area under the grandstands, which contains a concession area facing the arenas. The center area of the grandstand building is used for meetings, wagering area in conjunction with the horse races, dances, dog classes, and public auctions. There is a large restroom in this building which is used during most arena activities. The indoor barn area is 240' X 100' has a heated office area and restrooms. The covered horse stall area is 120 12' x 12' that are used mostly in conjunction with scheduled events and overnight travelers. The covered picnic shelter area is 60' x 60 that is landscaped and has 4 Smoking Joe BBQ grills and 24 – 8' picnic tables. The picnic shelter provides a nice place for activities during the county fair and is also used for family gatherings and picnics. Along with the picnic shelter there is a restroom / shower house that provides added restrooms and showers for scheduled events, and picnics. RV hookups and a playground and have recently been added.

- ✓ Building cleaning / repair
- ✓ Arena ground preparation
- ✓ Trash pickup and removal
- ✓ Irrigation, mowing, and landscaping
- ✓ Cleanup and removal of manure
- ✓ Painting and repair of fences
- ✓ Planning and implementing improvement projects



<i>Fairgrounds Personnel Schedule</i>		
<b>Position Title</b>	<b>Budget Code Title</b>	<b>FTE</b>
Fairgrounds Manager	Fairgrounds Manager	1.00
Grounds/Facility Maintenance Technician	Maintenance Technician	1.00
Contract Labor	Contract Labor	0.00
<b>Total</b>		<b>2.00</b>

### **Fairgrounds Organizational Chart**





### Fairgrounds Expenditures

		2017	2018	2019	2020
		Actual	Actual	Estimate	Budget
<b>01-4200-</b>					
02-6000	FAIRGROUNDS MANAGER	61,152	61,387	61,750	63,471
21-6000	MAINTENANCE TECHNICIAN	40,855	39,056	42,543	43,761
00-6034	OVERTIME	297	530	3,500	3,500
00-6038	LONGEVITY	2,600	2,610	2,630	2,704
00-6046	CONTRACT LABOR	35,420	37,260	43,000	43,000
00-6060	FRINGE BENEFITS	28,005	39,388	42,162	54,052
00-6364	RETIREMENT	6,284	6,215	6,426	6,806
<b>Personnel Expenditures:</b>		<b>174,612</b>	<b>186,445</b>	<b>202,011</b>	<b>217,294</b>
00-6101	MAINTENANCE SUPPLIES	7,007	7,235	7,500	7,500
00-6103	TELEPHONE	2,379	1,963	2,000	2,500
00-6104	UTILITIES	37,265	43,531	42,000	43,000
00-6106	GAS & OIL	0	101	250	200
00-6120	MAINTENANCE CONTRACTS	3,000	3,000	3,000	4,500
00-6123	REPAIR/EQUIP/MAINT.	3,233	2,488	4,500	4,500
00-6124	REPAIRS BUILDING	1,946	505	1,500	1,500
00-6133	DUMPSTERS	320	712	2,000	2,500
00-6250	IMPROVEMENTS	3,366	2,884	3,500	3,500
00-6349	MISCELLANEOUS	0	14	0	0
<b>Operating Expenditures:</b>		<b>58,516</b>	<b>62,432</b>	<b>66,250</b>	<b>69,700</b>
00-6228	CAPITAL OUTLAY	36,053	208,038	0	36,000
<b>Capital Expenditures:</b>		<b>36,053</b>	<b>208,038</b>	<b>0</b>	<b>36,000</b>
<b>Expenditure Total:</b>		<b>269,181</b>	<b>456,914</b>	<b>268,261</b>	<b>322,994</b>

### Fairgrounds Revenues

		2017	2018	2019	2020
		Actual	Actual	Estimate	Budget
<b>Account Number &amp; Title</b>					
01-9200-4849	STATE-GRANTS	0	10,000	0	0
01-9400-4786	CHG SERVICES-FAIRGROUND FEES	18,845	15,450	19,730	15,000
01-9400-4857	CHG SERVICES-OVERNIGHT CAMPING	2,486	2,629	2,000	2,000
01-9400-4859	CHG SERVICES-RV DUMP FEES	9,461	8,561	9,000	9,000
01-9500-4908	FAIRGROUND DONATIONS	0	1,500	3,500	0
<b>Revenue Total</b>		<b>30,791</b>	<b>38,139</b>	<b>34,230</b>	<b>26,000</b>



## Veteran's Officer



**Veteran's Officer:** Ed Wilkinson

**Phone:** 970-824-0384

**Email:** [veterans@moffatcounty.net](mailto:veterans@moffatcounty.net)

### **Mission Statement:**

To Put the Veteran First" Offering veterans, their families and dependents in the State of Colorado, especially residents of Moffat and surrounding counties, support and assistance in filing claims they may be entitled and offering transportation to and from veteran medical facilities.

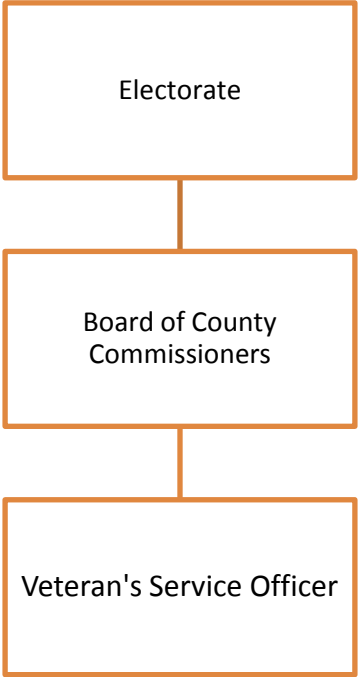
### **Purpose of Department:**

- ✓ It is the duty of the Veteran's Service Officer and assistant to assist residents of the State of Colorado, especially residents of Moffat and surrounding counties, who served honorably in the United States Armed Services or Merchant Marines and their surviving spouses and dependents, administrators, executors, guardians, conservators, and or heirs of any such veteran: or any other person who may have proper claim, by assisting and filing claims for insurance, health care enrollment, pensions, disability compensations, hospitalization (including transport to local or Veteran Medical Facilities: employment and vocational rehabilitation i.e. educational, burial, home loans, etc.) or any other benefits that they may be entitled.



<i>Veteran's Officer Personnel Schedule</i>		
Position Title	Budget Code Title	FTE
Veteran's Service Officer	Veteran's Service Officer	0.50
<b>Total</b>		<b>0.50</b>

**Veteran's Officer Organizational Chart**





### Veteran's Officer Expenditures

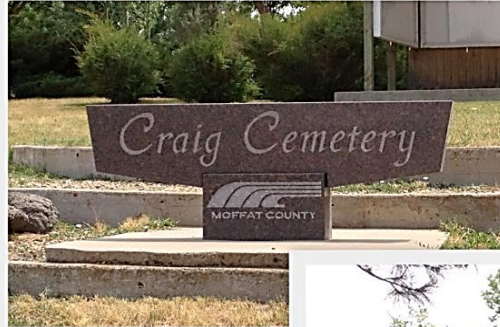
<b>01-4500-</b>	<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Estimate</b>	<b>2020 Budget</b>
06-6000 VETERAN'S SERVICE OFFICER	12,981	13,738	16,696	17,606
00-6060 FRINGE BENEFITS	1,021	1,075	1,305	1,377
<b>Personnel Expenditures:</b>	<b>14,001</b>	<b>14,812</b>	<b>18,001</b>	<b>18,983</b>
00-6085 OFFICE SUPPLIES	422	467	220	400
00-6086 POSTAGE	5	75	150	150
00-6088 ADVERTISING	1,200	0	500	500
00-6103 TELEPHONE	523	680	600	700
00-6108 TRAVEL/STAFF DEVELOPMENT	0	0	1,800	1,527
00-6119 LEASING	0	0	3,437	3,437
00-6121 REPAIRS AUTO	2,344	605	1,000	1,000
<b>Operating Expenditures:</b>	<b>4,493</b>	<b>1,827</b>	<b>7,707</b>	<b>7,714</b>
00-6220 CAPITAL OUTLAY	0	0	0	0
<b>Capital Expenditures:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Expenditure Total:</b>	<b>18,495</b>	<b>16,639</b>	<b>25,708</b>	<b>26,697</b>

### Veteran's Officer Revenues

<b>Account Number &amp; Title</b>	<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Estimate</b>	<b>2020 Budget</b>
01-9200-4640 STATE-VETERANS OFFICER	4,158	11,700	14,700	14,700
01-9500-4794 VETERANS	1,543	0	0	0
<b>Revenue Total</b>	<b>5,701</b>	<b>11,700</b>	<b>14,700</b>	<b>14,700</b>



# Cemetery



**Cemetery/Fairgrounds Manager:** Bill Sixkiller

**Phone:** 970-824-5708

**Email:** [mocofair@moffatcounty.net](mailto:mocofair@moffatcounty.net)

## **Mission Statement:**

It is the mission of the Moffat County Cemetery to maintain burial records, the collection of monies from the sale of burial spaces, openings and maintain the cemetery grounds.

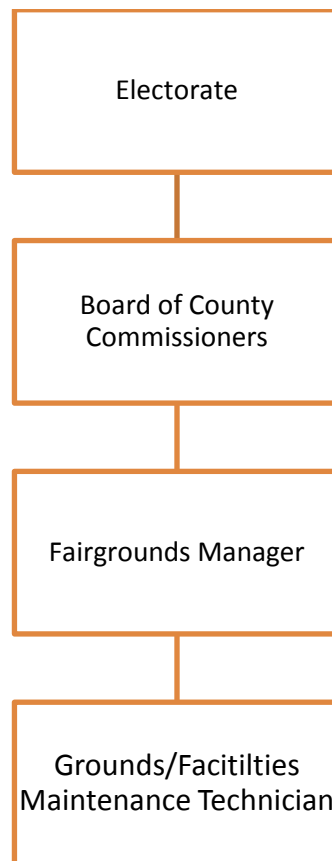
## **Purpose of Department:**

- ✓ To operate and maintain the Cemetery Grounds
- ✓ Plan and implement future development projects
- ✓ Maintain burial records and collect fees from the sale of burial spaces and openings



<i>Cemetery Personnel Schedule</i>		
<b>Position Title</b>	<b>Budget Code Title</b>	<b>FTE</b>
Grounds/Facility Maintenance Technician	Maintenance Technician	1.00
<b>Total</b>		<b>1.00</b>

### Cemetery Organizational Chart





### Cemetery Expenditures

		2017	2018	2019	2020
		Actual	Actual	Estimate	Budget
<b>01-4600-</b>					
21-6000	MAINTENANCE TECHNICIAN	42,262	42,445	42,433	43,761
00-6034	OVERTIME	0	0	1,342	0
00-6060	FRINGE BENEFITS	26,222	25,064	25,757	33,596
00-6364	RETIREMENT	2,546	2,547	2,675	2,626
<b>Personnel Expenditures:</b>		<b>71,030</b>	<b>70,056</b>	<b>72,207</b>	<b>79,982</b>
00-6100	OPERATING SUPPLIES	3,578	2,980	3,500	4,000
00-6104	UTILITIES	29,939	37,810	30,000	38,600
00-6106	GAS & OIL	74	0	100	200
00-6123	REPAIRS EQUIP/MAINT	2,484	1,953	2,500	2,500
00-6133	DUMPSTERS	756	456	500	700
<b>Operating Expenditures:</b>		<b>36,831</b>	<b>43,199</b>	<b>36,600</b>	<b>46,000</b>
<b>Capital Expenditures:</b>		<b>0</b>	<b>45,765</b>	<b>0</b>	<b>43,000</b>
<b>Expenditure Total:</b>		<b>107,861</b>	<b>159,019</b>	<b>108,807</b>	<b>168,982</b>

### Cemetery Revenues

		2017	2018	2019	2020
		Actual	Actual	Estimate	Budget
<b>Account Number &amp; Title</b>					
01-9400-4797	CHG SERVICES-CEMETERY OPENINGS	8,730	16,385	15,000	12,000
01-9400-4798	CHG SERVICES-CEMETERY SALE OF LOT	14,615	9,475	10,000	8,000
01-9400-4799	CHG SERVICES-CEMETERY VASES FOUN	489	140	600	300
<b>Revenue Total</b>		<b>23,834</b>	<b>26,000</b>	<b>25,600</b>	<b>20,300</b>



# Youth Services



**Youth Services Director/Colorado Youth Detention Continuum (CYDC) Case Manager**

**Tara Wojtkiewicz**

**Phone: 970-824-9150**

**Email: [diversion@moffatcounty.net](mailto:diversion@moffatcounty.net)**

## Mission Statement

The mission of the Youth Services Department is to collaboratively design, implement, and uniformly monitor a continuum of care for youth in crisis in the Juvenile Justice System.

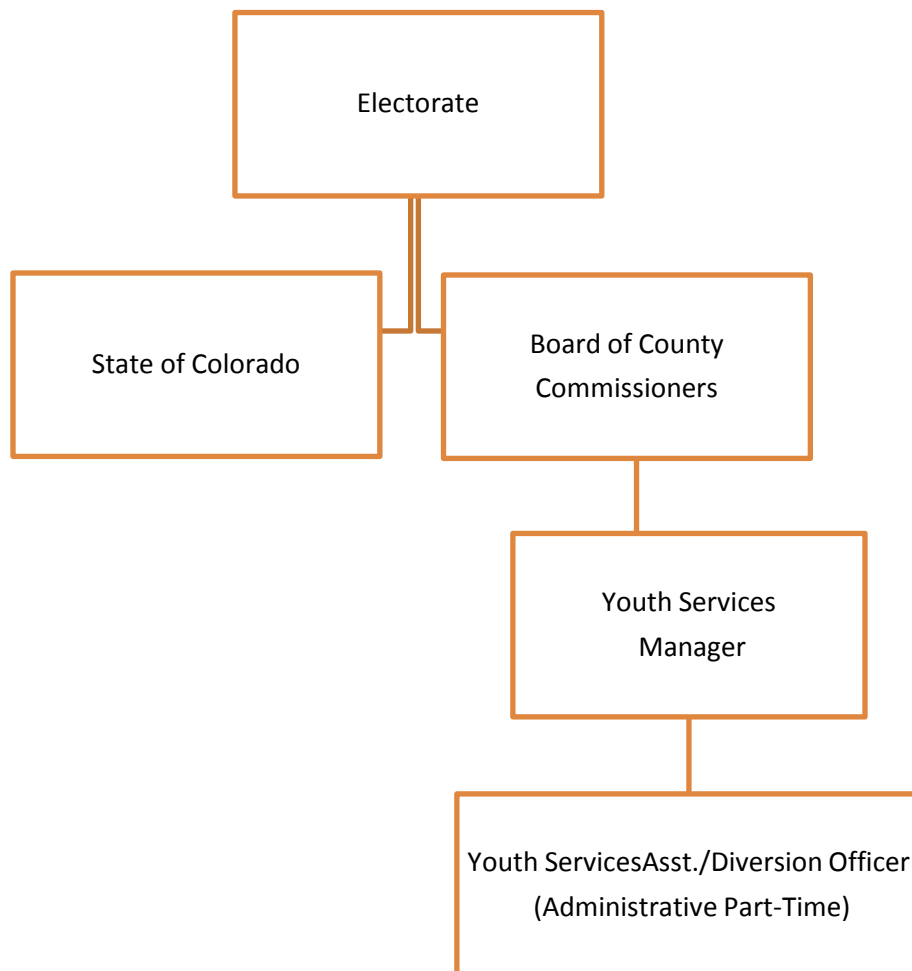
## Purpose of Department

- ✓ The Youth Services Department (YSD) is a unique department that serves the youth of Moffat County. Programs that comprise the department include; CYDC Juvenile Screenings; CYDC Pre-Adjudicated Release Supervision; Juvenile Diversion Program; and the Crisis Intervention Team.
- ✓ These programs cover a wide range of services: screening youth who have allegedly committed a delinquent act as guided by State mandate; from providing mediation services to youth in conflict; to monitoring youth that are participating in the Diversion Program or being supervised on a Pre-Adjudicated Release Plan (PRP); or helping to find resources within our community to prevent youth from being homeless or a runaway.
- ✓ One hundred and seventy five (175) youth were provided services through the YSD in 2019. An estimate of two hundred and forty (240) youth will be provided services in 2020.



<i>Youth Services Personnel Schedule</i>		
<b>Position Title</b>	<b>Budget Code Title</b>	<b>FTE</b>
Youth Services Manager	Youth Services Manager	0.50
Youth Services Manager	Youth Services Manager SB94	0.50
Youth Services Asst/Div Officer	Administrative Part-Time	1.40
<b>Total</b>		<b>2.40</b>

### Youth Services Organizational Chart





## Youth Services Expenditures

	2017	2018	2019	2020
	Actual	Actual	Estimate	Budget
<b>01-4701-</b>				
02-6000 YOUTH SERVICES MANAGER	0	27,515	28,870	30,983
03-6000 YTH SVC ASST/DIV OFFCR	0	0	0	0
11-6000 DIRECTOR	27,406	0	0	0
11-6000 ADMIN ASSISTANT	0	0	0	0
31-6000 ADMINISTRATIVE PART-TIME	49,181	49,959	52,480	59,290
94-6000 YOUTH SERVICES MANAGER SB94	27,406	27,515	28,870	30,983
00-6034 OVERTIME	0	0	0	0
00-6060 FRINGE BENEFITS	31,070	30,254	31,266	40,622
00-6364 RETIREMENT	3,289	3,302	3,464	3,718
<b>Personnel Expenditures:</b>	<b>138,351</b>	<b>138,546</b>	<b>144,950</b>	<b>165,594</b>
00-6079 PROFESSIONAL SERV OTHER	0	0	0	40,599
00-6085 OFFICE SUPPLIES	355	2,022	1,500	1,250
00-6086 POSTAGE	428	0	0	0
00-6100 OPERATING SUPPLIES	320	0	0	0
00-6105 WRAP ARND SERVICES	5,861	6,865	6,000	4,500
00-6108 TRAVEL/STAFF DEVELOPMENT	487	1,743	500	2,394
00-6276 SUBSTANCE CLASS FEES	170	0	300	500
00-6079 PROF/SERVICES OTHER	0	0	40,599	40,599
<b>Operating Expenditures:</b>	<b>7,621</b>	<b>10,629</b>	<b>48,899</b>	<b>89,842</b>
00-6220 CAPITAL OUTLAY	0	0	0	0
<b>Capital Expenditures:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Expenditure Total:</b>	<b>145,972</b>	<b>149,175</b>	<b>193,849</b>	<b>255,436</b>

## Youth Services Revenues

	2017	2018	2019	2020
	Actual	Actual	Estimate	Budget
<b>Account Number &amp; Title</b>				
01-9200-4550 SB94 CASE MANAGEMENT	33,564	35,691	32,722	32,722
01-9200-4554 SB94 MISC	2,731	6,774	7,000	10,000
01-9200-4570 COLO CORRECT TREATMNT GRANT	0	0	40,599	40,599
01-9400-4860 SB215 FEES	2,599	2,118	5,000	7,000
01-9500-4559 MISC REV-UNITED WAY	587	255	272	500
01-9500-4842 MISC REV-YOUTH SERVICES	2,905	3,805	1,000	2,000
01-9500-4853 MISC REV-CITY OF CRAIG	12,000	12,000	12,000	12,000
01-9800-4854 YOUTH SERV CLASSES	100	200	300	500
<b>Revenue Total</b>	<b>54,485</b>	<b>60,842</b>	<b>98,893</b>	<b>105,321</b>



# Parks & Recreation



**Grounds & Building Manager: Lennie Gillam**

**Phone: 970-824-9107**

**Email: [lgillam@moffatcounty.net](mailto:lgillam@moffatcounty.net)**

The Mission of Moffat County Parks and Recreation Department provide clean and well maintained recreational facilities for the residents of Moffat County and visitors.

## **Purpose of Department:**

The Moffat County Parks and Recreation is currently managed by the Moffat County Facilities Department. The costs included in the Moffat County Parks and Recreation budget include park specific expenses.

### **Parks & Recreation Facilities include:**

- ✓ Four-field Softball Complex; with concession area and restrooms
- ✓ Ice Arena; mid-October through March
- ✓ Roller Blade Field House and Community Building; used throughout the Summer
- ✓ Soccer Field
- ✓ Mud Pits
- ✓ 8 Horse Shoe Pits
- ✓ 2 -Community Picnic Shelters, Picnic Area; with tables and playground equipment and restroom.
- ✓ There is also a Kiwanis Trail and other hiking trails, canoe launch area with picnic area, lakefront with handicapped access dock and fishing area with picnic tables, and a Disc Golf Course.

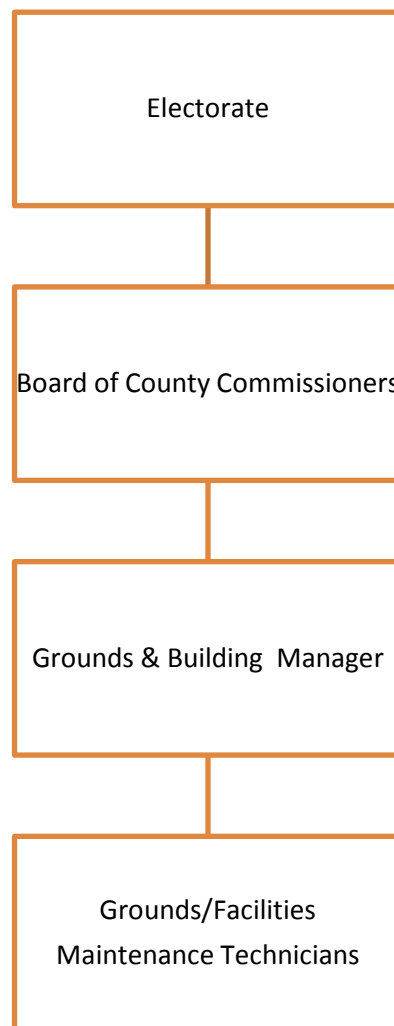
### **Events during the year include:**

- ✓ 6-9 Softball and Baseball Tournaments
- ✓ Hockey Tournaments
- ✓ Several large Company Picnics
- ✓ Scouting Functions
- ✓ Mud Runs, Mud Volleyball Games and other events
- ✓ Softball (3 to 4 nights/week), girls pigtail softball, boys baseball, girls fast pitch softball, and high school soccer games.
- ✓ There are many scheduled uses of the facilities such as family and business picnics, wedding receptions, graduation parties, class reunions, high school cross country practices and meets and some camping by permit.



<i>Parks &amp; Recreation Personnel Schedule</i>		
<b>Position Title</b>	<b>Budget Code Title</b>	<b>FTE</b>
Grounds/Facility Maintenance Technician	Maintenance Technicians	2.00
<b>Total</b>		<b>2.00</b>

### Parks & Recreation Organizational Chart





## Parks & Recreation Expenditures

		2017	2018	2019	2020
		Actual	Actual	Estimate	Budget
<b>01-4900-</b>					
21-6000	MAINTENANCE TECHNICIANS	54,547	55,310.57	59,265	73,942
00-6034	OVERTIME	170	47.82	500	500
00-6046	CONTRACT LABOR	0	221	0	0
00-6060	FRINGE BENEFITS	21,962	30,899	31,471	49,059
00-6364	RETIREMENT	622	898	2,018	2,478
<b>Personnel Expenditures:</b>		<b>77,302</b>	<b>87,376</b>	<b>93,254</b>	<b>125,979</b>
00-6084	MISC EQUIPMENT	3,925	1,794	3,162	3,162
00-6100	OPERATING SUPPLIES	12,884	14,814	16,519	16,519
00-6103	TELEPHONE	583	510	440	440
00-6104	UTILITIES	34,559	38,724	40,494	40,494
00-6106	GAS & OIL	2,332	3,712	3,198	3,198
00-6123	REPAIRS/EQUIP/MAINT.	7,860	2,220	5,682	5,682
00-6124	REPAIRS BUILDING	3,764	1,489	3,197	3,197
00-6131	ICE ARENA COMPRESSOR	6,379	5,842	8,000	8,000
00-6250	IMPROVEMENTS	325	0	0	0
00-6320	CONCESSIONS	0	1,327	1,500	1,500
00-6346	DEEP CUT DITCH	544	544	545	545
00-6349	MISCELLANEOUS	0	581	2,222	2,222
<b>Operating Expenditures:</b>		<b>73,155</b>	<b>71,555</b>	<b>84,959</b>	<b>84,959</b>
00-6228	CAPITAL OUTLAY	0	0	0	11,000
<b>Capital Expenditures:</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>11,000</b>
<b>Expenditure Total:</b>		<b>150,457</b>	<b>158,931</b>	<b>178,213</b>	<b>221,938</b>

## Parks & Recreation Revenues

		2017	2018	2019	2020
		Actual	Actual	Estimate	Budget
01-9400-4772	CHG SERVICES-ICE RINK	62,899	57,654	63,000	63,000
01-9400-4785	CHG SERVICES-P & R FEES	9,052	2,775	10,613	7,480
01-9400-4791	CHG SERVICES-P&R CONCESSIONS	580	1,369	500	500
01-9400-4858	OVERNIGHT CAMPING LOUDY SIMPSON	1,264	200	100	100
01-9500-4793	MISC REV-CONCESSION/HAY	2,142	12,194	9,000	9,000
01-9800-4564	REIMB-PARKS & REC	0	0	135	0
<b>Revenue Total</b>		<b>75,936</b>	<b>74,193</b>	<b>83,348</b>	<b>80,080</b>



## Shadow Mountain Clubhouse





### Shadow Mountain Clubhouse Expenditures

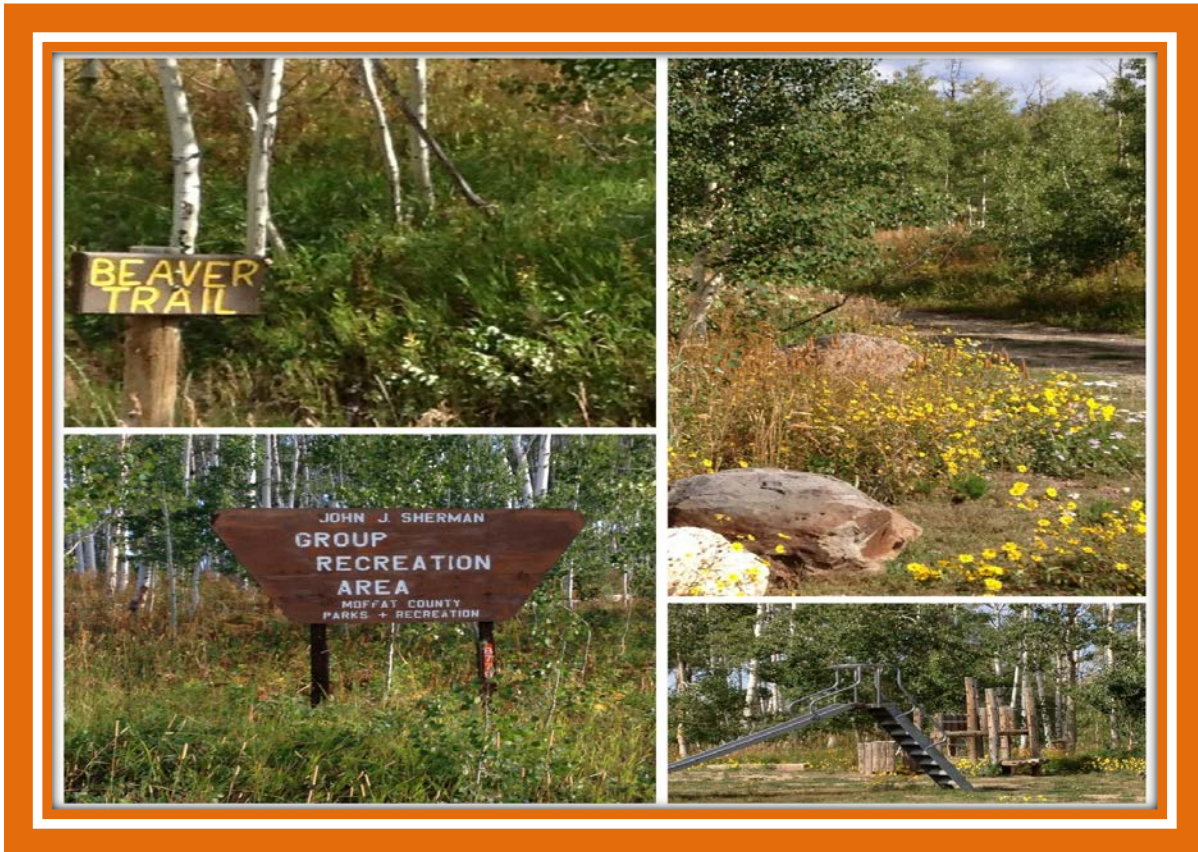
		2017 Actual	2018 Actual	2019 Estimate	2020 Budget
<b>01-4901-</b>					
21-6000	MAINTENANCE	0	0	0	0
00-6060	FRINGE BENEFITS	0	0	0	0
00-6364	RETIREMENT	0	0	0	0
	<b>Personnel Expenditures:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
00-6104	UTILITIES	8,103	0	0	0
00-6199	FILING FEES	1,265	0	0	0
	<b>Operating Expenditures:</b>	<b>9,369</b>	<b>0</b>	<b>0</b>	<b>0</b>
00-6228	CAPITAL OUTLAY	0	0	0	0
	<b>Capital Expenditures:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Expenditure Total:</b>	<b>9,369</b>	<b>0</b>	<b>0</b>	<b>0</b>

### Shadow Mountain Clubhouse Revenues

Account Number & Title	2017 Actual	2018 Actual	2019 Estimate	2020 Budget
01-9400-4778 RENTS	4,308	0	0	0
01-9500-4830 SALE OF ASSETS	230,694	0	0	0
01-9800-4856 REIMB-SHADOW MTN CLUBHOUSE	0	265	0	0
<b>Revenue Total</b>	<b>235,002</b>	<b>265</b>	<b>0</b>	<b>0</b>



# Sherman Youth Camp



**Grounds & Building Manager: Lennie Gillam**  
**Phone: 970-824-9107**  
**Email: [lgillam@moffatcounty.net](mailto:lgillam@moffatcounty.net)**

## **Purpose of Department:**

The Sherman Youth Camp is currently managed by the Moffat County Grounds & Building Department.

The major use of camping facilities at Sherman Youth Camp occurs at the end of May through middle of November.

The Services at Sherman Youth Camp are provided for Youth Groups; Boy and Girl Scouts, School Groups, 4-H Groups, family camping and other groups.

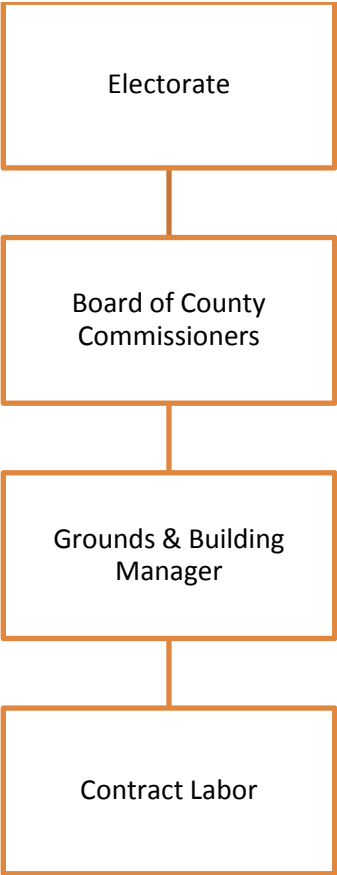
## **Services Include:**

- ✓ Camp sites with drinking water, pavilion with stove, refrigerators, sinks, tables, some utensils for cooking meals, and another room that can be used for meetings, games and/or sleeping.
- ✓ There is a playground area with volleyball court, horseshoe pits, hiking trails, and campfire area and restroom facilities. A generator is on site for electrical service and well water pump operation. The County also maintains Freeman Reservoir.



<i>Sherman Youth Camp Personnel Schedule</i>		
<b>Contract Labor</b>	<b>Budget Code Title</b>	<b>FTE</b>
Sherman Youth Camp	Contract Labor	0.00
<b>Total</b>		<b>0.00</b>

**Sherman Youth Camp Organizational Chart**





### Sherman Youth Camp Expenditures

		2017	2018	2019	2020
		Actual	Actual	Estimate	Budget
<b>01-4902-</b>					
00-6046	CONTRACT LABOR	6,432	7,722	6,000	13,710
	<b>Personnel Expenditures:</b>	<b>6,432</b>	<b>7,722</b>	<b>6,000</b>	<b>13,710</b>
00-6100	OPERATING SUPPLIES	1,275	825	3,987	3,987
00-6104	UTILITIES	289	0	0	0
00-6123	REPAIRS EQUIP	268	102	588	588
00-6124	REPAIRS BLDG/GROUNDS	209	204	186	186
00-6125	FREEMAN OPERATING	0	22	650	650
00-6349	MISC	0	110	450	450
00-6504	FACILITIES EXPENSE	94	532	0	0
	<b>Operating Expenditures:</b>	<b>2,135</b>	<b>1,795</b>	<b>5,860</b>	<b>5,860</b>
00-6228	CAPITAL OUTLAY	0	0	0	0
	<b>Capital Expenditures:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Expenditure Total:</b>	<b>8,567</b>	<b>9,517</b>	<b>11,860</b>	<b>19,570</b>

### Sherman Youth Camp Revenues

		2017	2018	2019	2020
		Actual	Actual	Estimate	Budget
<b>Account Number &amp; Title</b>					
01-9400-4776	CHG SERVICES-CAMPGROUND RENTAL/F	11,707	12,706	10,853	10,853
01-9400-4861	FREEMAN/SHERMAN DAY USE	1,460	2,371	2,343	2,343
01-9500-4782	MISC REV-SHERMAN DONATIONS	500	500	0	0
	<b>Revenue Total</b>	<b>13,668</b>	<b>15,578</b>	<b>13,196</b>	<b>13,196</b>



## Transfer Out Expenditures

<b>01-51XX</b>	<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Estimate</b>	<b>2020 Budget</b>
5104-00-6360 LANDFILL	22,624	0	0	0
5106-00-6360 AIRPORT	29,406	47,640	45,187	47,687
5112-00-6360 LIBRARY	0	0	90,857	345,857
5113-00-6360 MAYBELL SANITATION	8,000	0	0	0
5114-00-6360 HEALTH & WELFARE	0	0	0	230,000
5115-00-6360 SENIOR CITIZEN	174,683	65,453	116,780	147,855
5121-00-6360 PSC JAIL	1,611,960	410,174	1,563,999	1,714,321
5125-00-6360 PUBLIC HEALTH	0	0	127,897	0
5129-00-6360 MUSEUM	213,901	118,451	0	0
<b>Transfer Out:</b>	<b>2,060,574</b>	<b>641,718</b>	<b>1,944,720</b>	<b>2,485,720</b>
<b>Expenditure Total:</b>	<b>2,060,574</b>	<b>641,718</b>	<b>1,944,720</b>	<b>2,485,720</b>



### Health Allotment Expenditures

<b>01-5200-</b>		<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Estimate</b>	<b>2020 Budget</b>
00-6201	DETOX	10,000	10,000	10,000	0
00-6202	NW COLORADO HEALTH	211,396	210,836	82,500	0
00-6214	EMS GRANT PASSTHROUGH	13,910	13,919	0	0
<b>Operating Expenditures:</b>		<b>235,306</b>	<b>234,755</b>	<b>92,500</b>	<b>0</b>
<b>Expenditure Total:</b>		<b>235,306</b>	<b>234,755</b>	<b>92,500</b>	<b>0</b>

### Health Allotment Revenues

<b>Account Number &amp; Title</b>	<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Estimate</b>	<b>2020 Budget</b>
01-9200-4625 STATE-EMS PASSTHROUGH	15,000	0	0	0
01-9200-4855 STATE-PUBLIC HEALTH	46,396	45,836	0	0
<b>Revenue Total</b>	<b>61,396</b>	<b>45,836</b>	<b>0</b>	<b>0</b>



# Other Administration

**Finance Director: Mindy Curtis**  
**Phone: 970-824-9106**  
**Email: [mcurtis@moffatcounty.net](mailto:mcurtis@moffatcounty.net)**

## **Purpose of Department**

This department contains several expenditure items that are for the benefit of the entire General Fund. Expenditures in this department include:

- ✓ Human Service Cost Allocation
- ✓ Postage
- ✓ Board of County Commissioners' Vehicles
- ✓ Platte River Authority
- ✓ Treasurer's Fees
- ✓ Road and Bridge Projects
- ✓ Employee Vacation and Sick Leave
- ✓ Contingency
- ✓ Professional Services
- ✓ County Development



### Other Admin Expenditures

<b>01-5300-</b>	<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Estimate</b>	<b>2020 Budget</b>
00-6036 VAC/SICK PAID OUT	15,977	30,862	25,000	25,000
00-6060 FRINGE BENEFITS	7,538	(1,640)	7,500	35,374
00-6364 RETIREMENT	912	1,481	1,621	1,621
<b>Personnel Expenditures:</b>	<b>24,427</b>	<b>30,702</b>	<b>34,121</b>	<b>61,995</b>
00-6030 SS COST ALLOCATION	4,820	4,980	4,980	5,080
00-6079 PROFESSIONAL SERVICES OTHER	24,475	30,364	57,000	57,000
00-6086 POSTAGE	10,000	14,100	15,000	15,000
00-6121 BOCC VEHICLES	11	648	2,000	2,000
00-6246 PLATTE RIVER AUTHO	39,659	39,659	25,640	25,640
00-6348 MISCELLANEOUS	(66)	5,945	5,000	5,000
00-6350 TREASURER FEES	440,193	467,658	661,895	661,895
00-6365 R&B PROJECTS	0	2,730	4,500	4,500
00-6371 CONTINGENCY	0	0	50,000	625,000
00-6375 COUNTY DEVELOPMENT	6,760	22,620	56,500	71,700
00-6399 BAD DEBT	5,222	0	0	0
00-6503 REFUND FACILITY USAGE FEE	150	(5,222)	0	0
00-6506 BROWN'S PARK SCHOOL	0	4,608	0	0
<b>Operating Expenditures:</b>	<b>531,224</b>	<b>588,089</b>	<b>882,515</b>	<b>1,472,814</b>
00-6228 CAPITAL OUTLAY	0	-	0	0
<b>Capital Expenditures:</b>	<b>0</b>	<b>-</b>	<b>0</b>	<b>0</b>
<b>Expenditure Total:</b>	<b>555,651</b>	<b>618,791</b>	<b>916,636</b>	<b>1,534,809</b>

### Other Admin Revenues

<b>Account Number &amp; Title</b>	<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Estimate</b>	<b>2020 Budget</b>
01-9100-4530 FEDERAL-COST ALLOCATION	82,494	69,775	47,740	57,340
01-9200-4842 STATE-IMPACT GRANT	15,090	8,500	4,250	1,000
01-9400-4790 CONFERENCE ROOMS	20	0	0	0
01-9400-4795 CHRGS SERV-CABLE FRANCHISE FEE	4,589	4,563	4,346	4,346
01-9500-4550 GAINS/LOSS INVESTMENTS	(5,540)	(3,195)	0	0
01-9500-4801 MISC REV-INTEREST EARNED	40,927	84,713	250,000	250,000
01-9500-4830 MISC REV-SALE OF ASSETS	35,568	0	1,500	0
01-9500-4840 MISC REVENUE	3,295	14,620	0	0
01-9500-4841 MISC REV-PLATTE RIVER POWER	61,099	61,099	36,216	36,216
01-9800-4536 REIMB-DEPTS/COPIES - TELEPHONE	758	18	0	0
01-9800-4562 PAYROLL PROCESSING	0	53	0	0
<b>Revenue Total</b>	<b>238,300</b>	<b>240,147</b>	<b>344,052</b>	<b>348,902</b>



### Contribution Expenditures

<b>01-5400-</b>		<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Estimate</b>	<b>2020 Budget</b>
00-6254	REGIONAL AIRPORT	5,000	7,000	6,000	6,000
00-6256	CHAMBER	5,000	5,000	5,000	5,000
00-6257	DINO WELCOME CENTER	3,600	1,600	2,000	2,700
00-6321	FIREWORKS	3,000	4,000	0	3,000
00-6370	ECONOMIC DEVELOPMENT	35,000	0	0	0
00-6375	HRC	40,000	20,000	20,000	20,000
00-6380	MOFFAT COUNTY VISITOR CENTER CR	28,400	7,000	0	0
00-6381	IRISH CANYON	1,280	900	1,800	1,800
00-6385	LEAFY SPURGE PROJECT	0	7,500	7,500	1,500
<b>Operating Expenditures:</b>		<b>121,280</b>	<b>53,000</b>	<b>42,300</b>	<b>40,000</b>
<b>Expenditure Total:</b>		<b>121,280</b>	<b>53,000</b>	<b>42,300</b>	<b>40,000</b>

### Contribution Revenues

<b>Account Number &amp; Title</b>	<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Estimate</b>	<b>2020 Budget</b>
01-9800-4853 MISC REV-CONTRIBUTIONS	0	0	0	0
<b>Revenue Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



# Community Safety

**Finance Director: Mindy Curtis**  
**Phone: 970-824-9106**  
**Email: [mcurtis@moffatcounty.net](mailto:mcurtis@moffatcounty.net)**

## Purpose of Department

- ✓ Animal Control - This is for the care and disposal of animals taken to the animal shelter.
- ✓ Colorado State Patrol - The Colorado State Patrol provides emergency dispatch services to the residents of Moffat County. The purpose of this request is to pay for personnel services and operating costs for Moffat County's portion of the dispatch fee schedule.
- ✓ Moffat County Hazmat - Per the 1999 Intergovernmental Agreement between Moffat County, the City of Craig, and the Craig Rural Fire Protection District, in the event of any cash shortfall the County and City will each contribute one-half of these amounts to balance the Hazmat Team's Budget



### Community Safety Expenditures

<b>01-5500-</b>		<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Estimate</b>	<b>2020 Budget</b>
00-6171	COMM SERVICE	14,400	14,400	0	0
00-6191	ANIMAL CONTRL	1,335	1,613	2,500	2,500
00-6192	HAZMAT	6,000	6,000	6,000	0
00-6195	STATE PATROL	53,471	55,588	58,000	58,000
<b>Operating Expenditures:</b>		<b>75,206</b>	<b>77,601</b>	<b>66,500</b>	<b>60,500</b>
<b>Expenditure Total:</b>		<b>75,206</b>	<b>77,601</b>	<b>66,500</b>	<b>60,500</b>

### Community Safety Revenues

<b>Account Number &amp; Title</b>	<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Estimate</b>	<b>2020 Budget</b>
01-9200-4840 MISC REVENUE	0	0	0	0
<b>Revenue Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



# Road & Bridge



**Road & Bridge Director:** Dan Miller  
**Phone:** 970-824-3211 x 1015  
**Email:** [dmiller@moffatcounty.net](mailto:dmiller@moffatcounty.net)

## **Mission Statement:**

To provide a safe and well maintained road and bridge system for the traveling public as effectively and efficiently as possible

## **Purpose of Department:**

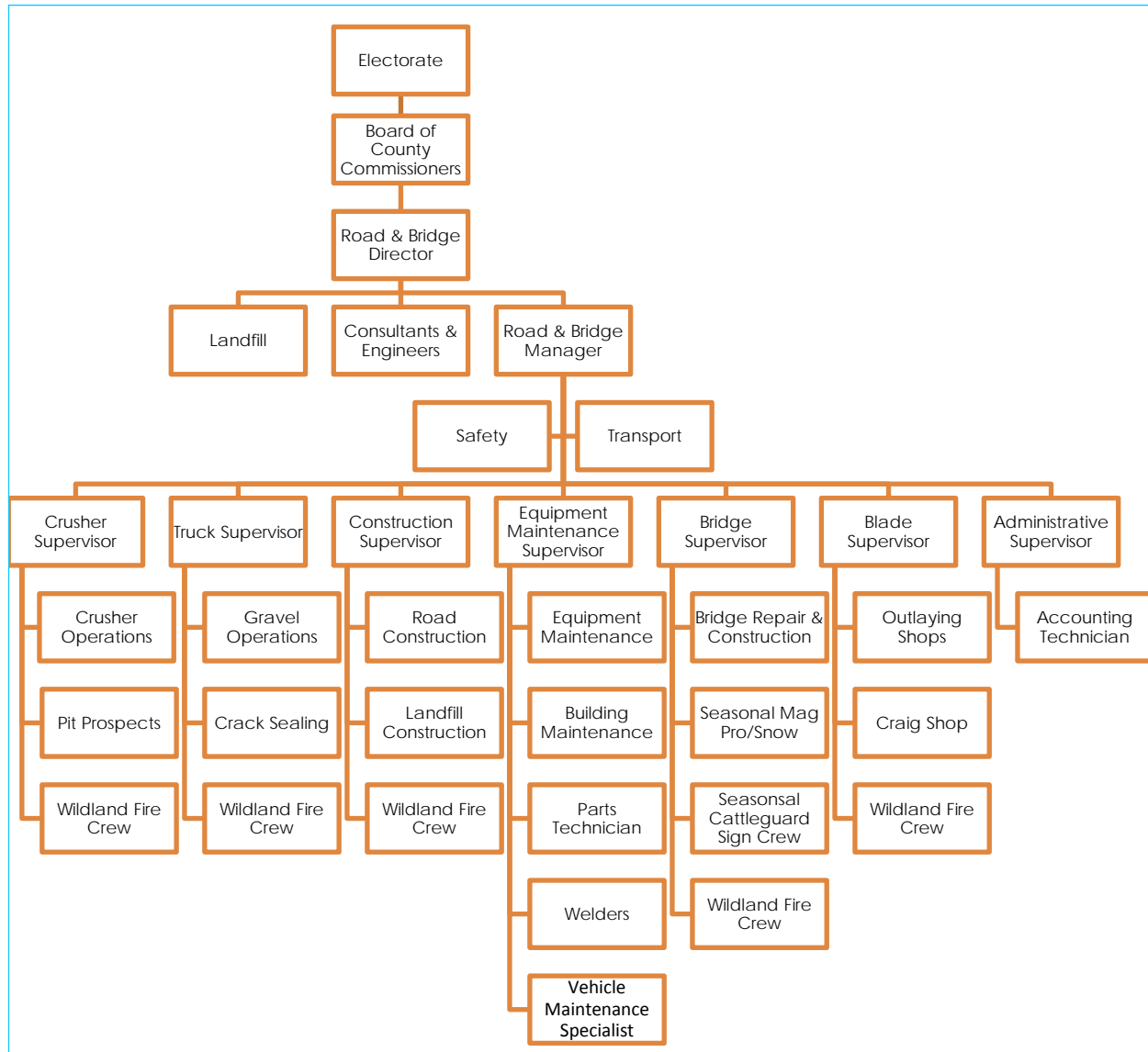
- ✓ The Moffat County Road & Bridge Department maintains approximately 1,700 miles of county roads and 57 bridges covering 4,734 square miles.
- ✓ The maintenance of roads includes plowing of snow in the wintertime; blading and graveling roads; cleaning, repairing and replacing approximately 480 cattle guards, culverts and bridges; repairing and replacing signs and the maintenance of asphalt. The maintenance of equipment and buildings includes maintaining approximately 450 pieces of equipment and seven county shops.



<i>Road &amp; Bridge Personnel Schedule</i>		
<b>Position Title</b>	<b>Budget Code Title</b>	<b>FTE</b>
Road & Bridge Director	Road & Bridge Director	1.00
Road & Bridge Manager	Road & Bridge Manager	1.00
Road & Bridge Supervisor	Road & Bridge Supervisors	5.00
Heavy Equipment Operators	Heavy Equipment Operators	31.00
Equipment Maintenance Supervisor	Equipment Maintenance Supervisor	1.00
Senior Mechanic	Mechanic	1.00
Mechanic	Mechanic	4.00
Accounting Technician	Administrative Technician	2.00
Safety Coordinator	Administrative Technician	1.00
Parts Technician	Parts Technician	1.00
<b>Total</b>		<b>48.00</b>



## Road and Bridge Organizational Chart





## Road and Bridge Fund Summary

	2017 Actual	2018 Actual	2019 Estimate	2020 Budget
<b>Sources of Funds:</b>				
Property Taxes	\$ -	\$ 44	\$ -	\$ -
Sales Tax	693,087	748,309	440,000	440,000
Specific Ownership Taxes	887,200	885,177	800,000	800,000
Licenses & Permits	-	-	-	-
Intergovernmental	5,505,876	7,613,467	6,590,927	5,135,415
Charges for Services	55,294	85,021	76,500	71,500
Miscellaneous	29,854	355,527	956,285	20,015
Interest	32,987	65,057	215,000	215,000
Transfer In	-	-	-	-
Fund Balance Used				874,076
<b>Total Sources of Funds</b>	<b>\$ 7,204,300</b>	<b>\$ 9,752,603</b>	<b>\$ 9,078,712</b>	<b>\$ 7,556,006</b>
<b>Uses of Funds:</b>				
Personnel	\$ 3,801,634	\$ 3,588,249	\$ 3,703,774	\$ 4,223,120
Operating	1,827,070	1,804,968	2,106,830	2,208,380
Capital Outlay	770,935	2,787,809	2,751,539	1,124,506
Transfers Out	-	-	-	-
<b>Total Uses of Funds</b>	<b>\$ 6,399,638</b>	<b>\$ 8,181,026</b>	<b>\$ 8,562,143</b>	<b>\$ 7,556,006</b>
<b>Annual Net Activity</b>	<b>\$ 804,661</b>	<b>\$ 1,571,576</b>	<b>\$ 516,569</b>	<b>\$ (0)</b>
<b>Cumulative Balance:</b>				
<b>Beginning Fund Balance</b>	<b>\$ 9,478,809</b>	<b>\$ 10,283,471</b>	<b>\$ 11,855,047</b>	<b>\$ 12,371,616</b>
Change in Fund Balance	804,661	1,571,576	516,569	(874,076)
<b>Ending Fund Balance</b>	<b>\$ 10,283,471</b>	<b>\$ 11,855,047</b>	<b>\$ 12,371,616</b>	<b>\$ 11,497,540</b>
<b>Fund Balance Designations:</b>				
<b>Nonspendable</b>				
Inventory	\$ 1,234,544	\$ 1,378,417	\$ 1,400,000	\$ 1,400,000
<b>Committed</b>				
60 Days Operating*	\$ 2,144,397	\$ 899,049	\$ 968,628	\$ 1,072,131
Countercyclical Reserve		\$ 300,000	\$ 300,000	\$ 300,000
<b>Assigned</b>				
Capital Reserve	\$ 776,248	\$ 609,343	\$ 75,000	\$ 75,000
Subsequent Year's Expendit	\$ 6,128,282	\$ 8,668,238	\$ 9,627,989	\$ 8,650,409

\*Prior to 2018 Budget was 90 days operating, 60 days is a result of budget policy changes.



**FUND: 02-ROAD & BRIDGE  
REVENUE**

<b>02-</b>	<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Estimate</b>	<b>2020 Budget</b>
9000-4501 CURRENT PROPERTY	0	44	0	0
9000-4502 DELINQUENT PROPERTY	0	0	0	0
9000-4503 INTEREST & PENALTY	0	0	0	0
<b>Property Taxes:</b>	<b>0</b>	<b>44</b>	<b>0</b>	<b>0</b>
			0	0
9000-4504 SPECIFIC OWNERSHIP	887,200	885,177	800,000	800,000
<b>Specific Ownership Taxes:</b>	<b>887,200</b>	<b>885,177</b>	<b>800,000</b>	<b>800,000</b>
9000-4505 SALES TAX	441,757	441,757	440,000	440,000
9000-4507 SEVERANCE TAX	251,330	306,552	0	0
<b>Sales Taxes:</b>	<b>693,087</b>	<b>748,309</b>	<b>440,000</b>	<b>440,000</b>
9100-4520 FED PILT	704,722	800,389	1,135,079	600,000
9100-4524 FED-MINERAL LEASE	375,000	191,097	0	0
9100-4525 FED-FOREST SERVICE	4,772	25,219	20,800	10,000
9100-4600 FED-STATE HWY USERS	4,343,952	5,006,099	4,896,029	4,475,415
9100-4601 FED-M V REG FEES	29,527	23,682	30,000	30,000
9100-4602 FED-MAINT CONTRACT	21,264	12,273	22,543	15,000
9100-4603 FED-MISC	0	814,998	0	0
9200-4551 STATE-REVENUE	26,640	739,769	486,476	5,000
9200-4650 FIRE FUND RELIEF	0	(60)	0	0
<b>Intergovernmental:</b>	<b>5,505,876</b>	<b>7,613,467</b>	<b>6,590,927</b>	<b>5,135,415</b>
9500-4841 PERMITS	30,100	34,335	40,000	30,000
9500-4842 ESCROW UTILITY PERMIT BOND	0	0	0	0
9600-4142 LANDFILL GRAVEL	4,814	0	1,000	1,000
9800-4950 OTHER COUNTY DEPTS	19,917	50,464	35,000	40,000
9800-4960 CITY REVENUE	463	222	500	500
<b>Charges for Services:</b>	<b>55,294</b>	<b>85,021</b>	<b>76,500</b>	<b>71,500</b>
9500-4830 SALE OF ASSETS	11294	0	0	0
9500-4835 TAXABLE SALES	29	16	15	15
9500-4840 MISC REVENUE	1,415	6,151	485,000	5,000
9500-4843 PRIVATE CONTRIBUTIONS	0	237,806	0	0
9600-4159 LANDFILL REIMBURSEMENT	0	80,061	12,000	12,000
9800-4550 INSURANCE DAMAGE	7,249	2,142	456,270	0
9800-4930 FEDERAL REVENUE	3,882	0	2,000	2,000
9800-4940 MISC SALES	5,984	29,352	1,000	1,000
<b>Miscellaneous:</b>	<b>29,854</b>	<b>355,527</b>	<b>956,285</b>	<b>20,015</b>
9500-4801 INTEREST	32,987	65,057	215,000	215,000
<b>Interest:</b>	<b>32,987</b>	<b>65,057</b>	<b>215,000</b>	<b>215,000</b>
9924-4360 TRANSFER IN FROM OIL&GAS	0	0	0	0
<b>Transfer In:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Revenue Total:</b>	<b>7,204,300</b>	<b>9,752,603</b>	<b>9,078,712</b>	<b>6,681,930</b>



**FUND: 02-ROAD & BRIDGE  
MAINTENANCE EXPENDITURES**

		2017	2018	2019	2020
		Actual	Actual	Estimate	Budget
<b>02-0100-</b>					
02-6000	ROAD & BRIDGE DIRECTOR	64,564	61,848	67,111	73,164
03-6000	ROAD & BRIDGE MANAGER	63,898	58,475	59,085	66,321
13-6000	HEAVY EQUIPMENT OPERATORS	1,470,472	1,407,379	1,456,928	1,547,149
17-6000	ROAD & BRIDGE SUPERVISORS	281,745	275,115	281,282	296,392
00-6034	OVERTIME	27,597	50,395	65,000	50,000
00-6036	VACATION PAID OUT	27,685	1,672	17,500	0
00-6038	LONGEVITY	34,970	32,784	30,910	32,989
00-6060	FRINGE BENEFITS	962,400	897,434	923,083	1,230,468
00-6364	RETIREMENT	107,880	100,231	112,268	122,254
	<b>Personnel Expenditures:</b>	<b>3,041,212</b>	<b>2,885,332</b>	<b>3,013,167</b>	<b>3,418,736</b>
00-6070	PHYSICALS	1,600	936	3,000	3,000
00-6079	PROF SERV. OTHER	19,590	38,215	20,000	20,000
00-6139	CONTRACT LABOR	15,555	13,935	10,000	15,000
00-6140	DUST CONTROL	496,586	472,237	483,000	500,000
00-6141	ASPHALT	242	2,158	15,000	15,000
00-6142	SAND & GRAVEL	(77,218)	(81,030)	65,000	70,000
00-6143	CULVERTS	13,322	9,517	15,000	25,000
00-6144	STEEL & IRON	18,529	14,086	20,000	25,000
00-6145	WOOD	141	72	500	500
00-6146	OTHER SUPPLIES	19,714	12,764	10,000	15,000
00-6148	SAFETY SUPPLIES	3,539	2,294	4,000	4,000
00-6149	FENCING	0	0	100	100
00-6151	GRAVEL LEASE RENT	2,750	3,250	3,250	3,750
00-6164	SIGNS	9,903	5,828	6,000	6,000
00-6165	CATTLE GUARDS	(4,405)	(20,381)	0	0
00-6166	BRIDGE REPAIR/RPCLMN	32,093	17,615	30,000	40,000
00-6221	HIGHWAY PAINT	38,045	26,714	54,000	50,000
00-6239	CRACK SEALER	4,191	8,897	0	22,000
00-6240	EQUIPMENT RENTAL	6,034	6,484	15,000	15,000
00-6242	PERMITS	12,049	13,908	15,500	15,500
00-6323	ESCROW UTILITY PERMIT BOND	1,900	0	0	0
00-6349	MISCELLANEOUS	3,333	3,567	4,000	4,000
	<b>Operating Expenditures:</b>	<b>617,493</b>	<b>551,065</b>	<b>773,350</b>	<b>848,850</b>
00-6228	CAPTIAL OUTLAY	0	0	0	0
	<b>Capital Expenditures:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Expenditure Total:</b>	<b>3,658,704</b>	<b>3,436,397</b>	<b>3,786,517</b>	<b>4,267,586</b>



**FUND: 02-ROAD & BRIDGE  
EQUIPMENT MAINTENANCE EXPENDITURES**

		2017	2018	2019	2020
		Actual	Actual	Estimate	Budget
<b>02-0200-</b>					
14-6000	VEHICLE MAINT SPECIALIST	15,918	0	0	0
14-6000	EQUIPMENT MAINTENANCE SUPERVISOR	0	58,596	59,101	60,643
17-6000	FOREMAN	58,427	0	0	0
18-6000	MECHANIC	239,060	244,283	236,187	261,654
00-6034	OVERTIME	1,192	0	3,000	3,000
00-6036	VAC PD OUT	8,937	1,937	1,440	0
00-6038	LONGEVITY	3,122	2,610	2,630	2,704
00-6060	FRINGE BENEFIT	159,859	128,421	130,713	191,130
00-6364	RETIREMENT	17,131	17,235	11,434	17,437
<b>Personnel Expenditures:</b>		<b>503,645</b>	<b>453,082</b>	<b>444,505</b>	<b>536,569</b>
00-6104	UTILITIES	45,854	46,709	51,000	51,000
00-6122	RADIO/REPAIR	4,668	1,995	6,000	4,500
00-6124	REPAIRS BLDG.	26,506	25,926	25,000	25,000
00-6133	DUMPSTERS	646	607	600	650
00-6139	CONTRACT LABOR	610	60	500	2,000
00-6147	SHOP SUPPLIES	62,932	57,260	65,000	65,000
00-6155	GAS & DIESEL	334,174	389,075	350,000	350,000
00-6156	REPAIR PARTS	231,896	227,469	355,000	355,000
00-6157	PROPANE	36,973	35,008	35,000	35,000
00-6158	GRADER BLADES	69,184	61,163	55,000	55,000
00-6159	OIL & ANTIFREEZE	35,629	42,935	35,000	35,000
00-6160	TIRES & TUBES	80,713	69,106	80,000	100,000
00-6161	SHOP TOOLS	5,434	6,263	7,000	7,000
00-6349	MISCELLANEOUS	314	227	100	100
<b>Operating Expenditures:</b>		<b>935,534</b>	<b>963,803</b>	<b>1,065,200</b>	<b>1,085,250</b>
00-6228	CAPITAL OUTLAY	4,378	0	0	0
<b>Capital Expenditures:</b>		<b>4,378</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Expenditure Total:</b>		<b>1,443,557</b>	<b>1,416,884</b>	<b>1,509,705</b>	<b>1,621,819</b>

**FUND: 02-ROAD & BRIDGE  
CAPITAL OUTLAY EXPENDITURES**

		2017	2018	2019	2020
		Actual	Actual	Estimate	Budget
<b>02-0300-</b>					
00-6222	PICKUPS & VANS	176,372	0	100,917	137,848
00-6223	END DUMPS	178,561	0	0	0
00-6224	TRACTOR TRUCKS	0	0	0	0
00-6225	MOTOR GRADERS	0	0	569,429	644,658
00-6226	LOADER/BACKHOE	0	146,972	0	0
00-6228	MISC. EQUIP	101,040	6,079	68,000	62,000
00-6237	BUILDING	35,372	16,087	0	0
<b>Capital Expenditures:</b>		<b>491,345</b>	<b>169,138</b>	<b>738,346</b>	<b>844,506</b>
<b>Expenditure Total:</b>		<b>491,345</b>	<b>169,138</b>	<b>738,346</b>	<b>844,506</b>



**FUND: 02-ROAD & BRIDGE  
ADMINISTRATION EXPENDITURES**

<b>02-0400-</b>	<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Estimate</b>	<b>2020 Budget</b>
10-6000 ADMINISTRATIVE TECHNICIAN	129,280	127,116	129,756	134,088
19-6000 PARTS TECHNICIAN	44,845	45,017	45,362	46,567
00-6034 OVERTIME	595	1,790	2,000	2,000
00-6038 LONGEVITY	2,600	2,610	2,630	2,704
00-6060 FRINGE BENEFITS	68,817	62,695	55,594	71,334
00-6364 RETIREMENT	10,639	10,607	10,760	11,122
<b>Personnel Expenditures:</b>	<b>256,777</b>	<b>249,835</b>	<b>246,102</b>	<b>267,816</b>
00-6084 MISC EQUIPMENT	1,012	1,840	1,000	2,000
00-6085 OFFICE SUPPLIES	2,005	2,293	2,500	2,500
00-6086 POSTAGE	363	442	400	400
00-6088 ADVER/LEGAL NOTICES	1,634	145	1,000	800
00-6089 PRINTING	821	863	700	700
00-6103 TELEPHONE	11,194	9,987	9,500	9,500
00-6108 TRAVEL/STAFF DEVELOPMENT	93	471	4,780	4,780
00-6110 INSURANCE	99,875	104,961	110,000	115,000
00-6120 MAINTENANCE CONTRACT	1,754	2,025	1,800	1,800
00-6230 MAPS	139	244	300	300
00-6300 DUES & MEETINGS	190	240	300	300
00-6349 MISCELLANEOUS	207	476	200	400
00-6963 UNEMPLOYMENT REIMB CHARGE	13,416	0	0	0
<b>Operating Expenditures:</b>	<b>132,702</b>	<b>123,987</b>	<b>132,480</b>	<b>138,480</b>
00-6220 CAPT. OUTLAY OFFICE	0	0	0	0
<b>Capital Expenditures:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Expenditure Total:</b>	<b>389,479</b>	<b>373,822</b>	<b>378,582</b>	<b>406,296</b>

**FUND: 02-ROAD & BRIDGE  
FEES EXPENDITURES**

<b>02-0500-</b>	<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Estimate</b>	<b>2020 Budget</b>
00-6350 TREASURER FEES	43,440	47,048	40,000	40,000
<b>Operating Expenditures:</b>	<b>43,440</b>	<b>47,048</b>	<b>40,000</b>	<b>40,000</b>
<b>Expenditure Total:</b>	<b>43,440</b>	<b>47,048</b>	<b>40,000</b>	<b>40,000</b>



**FUND: 02-ROAD & BRIDGE  
CAPITAL PROJECTS EXPENDITURES**

<b>02-0600-</b>	<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Estimate</b>	<b>2020 Budget</b>
00-6079 PRF SERV OTHER	0	7,247	0	0
00-6139 CONTRACT LABOR	1,412	0	0	0
00-6141 PAVING	164,795	881,197	1,561,000	280,000
00-6155 GAS & DIESEL	0	0	452,193	0
00-6166 BRIDGE	108,358	1,730,227	0	0
00-6349 MISC	646	0	0	0
<b>Capital Expenditures:</b>	<b>275,212</b>	<b>2,618,671</b>	<b>2,013,193</b>	<b>280,000</b>
<b>Expenditure Total:</b>	<b>275,212</b>	<b>2,618,671</b>	<b>2,013,193</b>	<b>280,000</b>

**FUND: 02-ROAD & BRIDGE  
OTHER EXPENDITURES**

<b>02-1500-</b>	<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Estimate</b>	<b>2020 Budget</b>
00-6103 TELEPHONE	0	0	100	100
00-6140 DUST CONTROL	4,269	1,811	5,000	5,000
00-6146 OTHER SUPPLIES	0	4	0	0
00-6155 GAS & DIESEL	76,127	99,675	70,000	70,000
00-6156 REPAIR PARTS	14,454	15,386	18,000	18,000
00-6159 OIL & ANTIFREEZE	3,051	2,191	2,700	2,700
<b>Operating Expenditures:</b>	<b>97,901</b>	<b>119,066</b>	<b>95,800</b>	<b>95,800</b>
<b>Expenditure Total:</b>	<b>97,901</b>	<b>119,066</b>	<b>95,800</b>	<b>95,800</b>







# Landfill



**Road & Bridge Director: Dan Miller**

**Phone: 970-824-3211 x 1015**

**Email: [dmiller@moffatcounty.net](mailto:dmiller@moffatcounty.net)**

## **Mission Statement:**

To provide a safe and sanitary landfill meeting state requirements for the public as effectively and efficiently as possible.

## **Purpose of Department:**

- ✓ The Moffat County Landfill operates a 40-acre sanitary landfill serving approximately 13,000 residents of Moffat County. The Landfill accepts approximately 13,000 tons of solid waste and 5,000 tires per year.
- ✓ The Moffat County Landfill is regulated by the State of Colorado Department of Public Health and Environment and is inspected yearly to ensure compliance



<i>Landfill Personnel Schedule</i>		
<b>Position Title</b>	<b>Budget Code Title</b>	<b>FTE</b>
Landfill Supervisor	Landfill Supervisor	1.00
Landfill Operator	Landfill Operator	3.00
<b>Total</b>		<b>4.00</b>

**Landfill Organizational Chart**



## Landfill Fund Summary

	2017 Actual	2018 Actual	2019 Estimate	2020 Budget
<b>Sources of Funds:</b>				
Property Taxes	\$ 0	\$ 0	\$ -	\$ -
Sales Tax	-	-	-	-
Specific Ownership Taxes	-	-	-	-
Licenses & Permits	-	-	-	-
Intergovernmental	-	-	-	-
Charges for Services	889,869	866,276	601,600	601,500
Miscellaneous	40,190	2,109	1,400	1,400
Interest	2,818	7,271	20,000	15,000
Transfer In	22,624	-	-	-
Fund Balance Used			161,541	
<b>Total Sources of Funds</b>	<b>\$ 955,501</b>	<b>\$ 875,656</b>	<b>\$ 784,541</b>	<b>\$ 617,900</b>
<b>Uses of Funds:</b>				
Personnel	\$ 267,527	\$ 400,878	\$ 330,337	\$ 365,820
Operating	\$ 223,666	\$ 282,535	\$ 219,829	231,600
Capital Outlay	\$ 182,240	\$ -	\$ 234,375	\$ -
Transfers Out	\$ -	\$ -	\$ -	\$ -
<b>Total Uses of Funds</b>	<b>\$ 673,433</b>	<b>\$ 683,409</b>	<b>\$ 784,541</b>	<b>\$ 597,420</b>
<b>Annual Net Activity</b>	<b>\$ 282,068</b>	<b>\$ 192,247</b>	<b>\$ -</b>	<b>\$ 20,480</b>
<b>Cumulative Balance:</b>				
<b>Beginning Fund Balance</b>	<b>\$ 850,846</b>	<b>\$ 1,132,911</b>	<b>\$ 1,325,158</b>	<b>\$ 1,163,617</b>
Change in Fund Balance	282,068	192,247	(161,541)	20,480
<b>Ending Fund Balance</b>	<b>\$ 1,132,911</b>	<b>\$ 1,325,158</b>	<b>\$ 1,163,617</b>	<b>\$ 1,184,098</b>
<b>Fund Balance Designations:</b>				
<b>Restricted</b>				
Closure	\$ 218,000	\$ 218,000	\$ 218,000	\$ 218,000
New Cell Reserve	\$ 114,000	\$ 114,000	\$ 8,000	\$ 16,000
<b>Committed</b>				
60 Days Operating*	\$ 147,358	\$ 113,925	\$ 91,713	\$ 99,590
<b>Assigned</b>				
Tire Disposal	\$ -	\$ -	\$ -	\$ -
Capital Reserve	\$ 42,760	\$ 178,104	\$ 300,000	\$ 25,000
Subsequent Year's Expenditures	\$ 610,793	\$ 701,129	\$ 545,905	\$ 825,508

\*Prior to 2018 Budget was 90 days operating, 60 days is a result of budget policy changes.



**FUND 04-LANDFILL  
REVENUE**

<b>04-</b>		<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Estimate</b>	<b>2020 Budget</b>
9000-4501	CURRENT PROPERTY	0	0	0	0
9000-4503	INT & PENALTY	0	0	0	0
	<b>Property Taxes:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
9500-4789	FEES	887,846	864,496	600,000	600,000
9500-4790	TIRES	2,023	1,780	1,600	1,500
	<b>Charges for Services:</b>	<b>889,869</b>	<b>866,276</b>	<b>601,600</b>	<b>601,500</b>
9500-4801	INTEREST EARNED	2,818	7,271	20,000	15,000
	<b>Interest:</b>	<b>2,818</b>	<b>7,271</b>	<b>20,000</b>	<b>15,000</b>
9500-4800	SALES & LEASES	141	1,178	1,200	1,200
9500-4840	MISC REVENUE	40,049	931	200	200
	<b>Miscellaneous:</b>	<b>40,190</b>	<b>2,109</b>	<b>1,400</b>	<b>1,400</b>
9901-4360	TRANSFER IN FROM GENERAL	22,624	0	0	0
	<b>Transfer In:</b>	<b>22,624</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total Revenue:</b>	<b>955,501</b>	<b>875,657</b>	<b>623,000</b>	<b>617,900</b>



**FUND 04-LANDFILL  
EXPENDITURES**

<b>04-1000-</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
	<b>Actual</b>	<b>Actual</b>	<b>Estimate</b>	<b>Budget</b>
13-6000 LANDFILL OPERATORS	110,848	194,583	155,717	152,937
17-6000 LANDFILL SUPERVISOR	57,365	57,343	57,755	59,261
00-6034 OVERTIME	3,195	11,296	5,000	5,000
00-6038 LONGEVITY	2,600	2,610	2,630	2,704
00-6060 FRINGE BENEFITS	83,078	119,599	95,983	132,724
00-6364 RETIREMENT	10,441	15,448	13,252	13,194
<b>Personnel Expenditures:</b>	<b>267,527</b>	<b>400,878</b>	<b>330,337</b>	<b>365,820</b>
00-6079 PROF. SERVICES OTHER	60,302	37,971	40,000	40,000
00-6084 MISC EQUIPMENT	2,375	0	400	600
00-6085 OFFICE SUPPLIES	715	710	500	800
00-6086 POSTAGE	19	9	0	0
00-6088 ADVERTISING/LEGAL NOT	356	70	0	0
00-6098 DINOSAUR	12,000	521	12,000	12,000
00-6103 TELEPHONE	621	1,913	400	500
00-6104 UTILITIES	1,830	1,749	3,300	3,500
00-6108 TRAVEL/STAFF DEVELOPMENT	0	6,602	500	2,000
00-6110 INSURANCE	5,881	0	9,984	10,500
00-6124 REPAIRS BUILDING	721	11,002	500	700
00-6133 DUMPSTERS	9,045	188	8,300	8,300
00-6139 OUTSIDE LABOR	179	3,661	200	200
00-6140 DUST CONTROL	9,634	0	4,300	5,500
00-6142 SAND & GRAVEL	4,814	0	500	500
00-6144 STEEL & IRON	1,095	930	300	800
00-6146 OTHER SUPPLIES	1,019	1,799	500	1,000
00-6147 SHOP SUPPLIES	396	34,731	1,000	1,000
00-6155 GAS & DIESEL	34,390	15,268	35,945	36,000
00-6156 REPAIR PARTS	12,603	1,034	15,000	15,000
00-6157 PROPANE	1,106	921	3,000	3,000
00-6158 GRADER BLADES	540	1,827	2,000	2,000
00-6159 OIL & ANTIFREEZE	3,853	98	5,500	5,500
00-6160 TIRES & TUBES	1,662	20,266	2,500	5,000
00-6217 LANDFILL CONSTRUCTION	0	0	0	0
00-6260 FEES	34,208	40,062	40,000	40,000
00-6261 RECYCLING FEE	14,307	19,500	15,000	15,000
00-6317 WEED CONTROL	0	0	0	0
00-6341 MAINTENANCE	0	59,795	11,000	15,000
00-6349 MISCELLANEOUS	867	1,062	1,200	1,200
00-6350 TREASURER'S FEES	9,129	8,848	5,800	5,800
00-6399 BAD DEBT	0	0	200	200
<b>Operating Expenditures:</b>	<b>223,666</b>	<b>282,535</b>	<b>219,829</b>	<b>231,600</b>
00-6220 CAPITAL OUTLAY	182,240	0	234,375	0
<b>Capital Expenditures:</b>	<b>182,240</b>	<b>0</b>	<b>234,375</b>	<b>0</b>
<b>Total Expenditures:</b>	<b>673,433</b>	<b>683,413</b>	<b>784,541</b>	<b>597,420</b>







# Airport

## Craig-Moffat County Airport



**Airport Manager:** Jerry Hoberg  
**Phone:** 970-824-9148  
**Email:** [jhoberg@moffatcounty.net](mailto:jhoberg@moffatcounty.net)

### **Mission Statement:**

The mission of the Craig-Moffat County Airport is to plan, direct and provide high quality aviation services and facilities for Craig and Moffat County in a safe, secure and efficient manner.

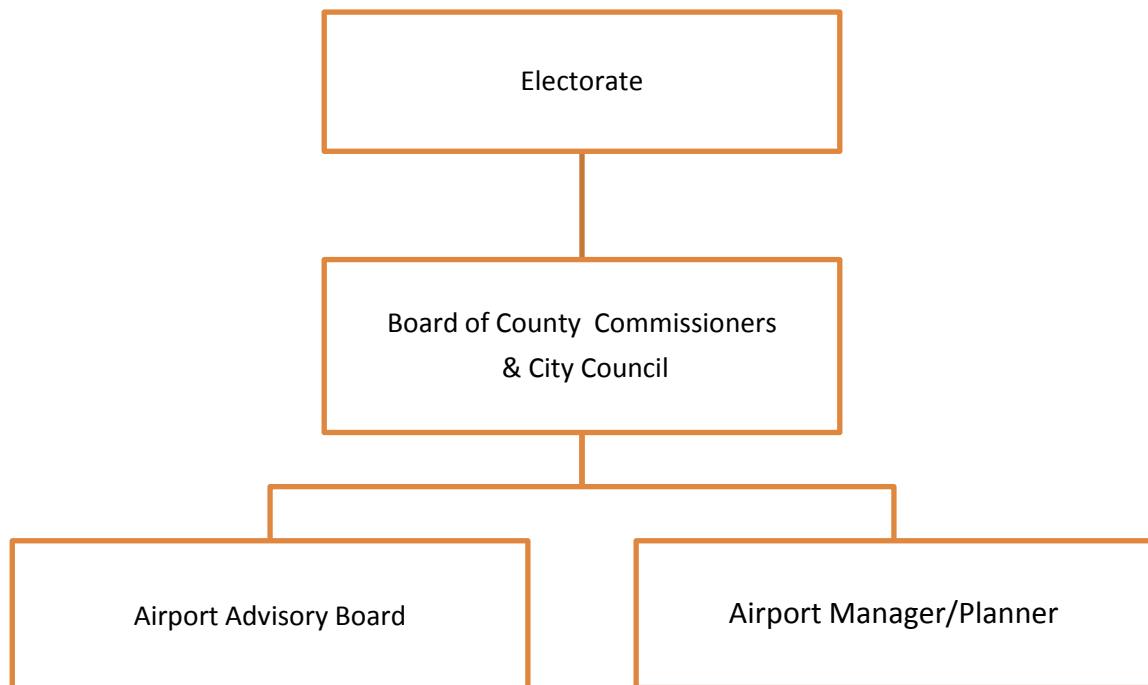
### **Purpose of Department:**

- ✓ Provide for aircraft landings and takeoffs.
- ✓ Provide an upgraded terminal building with phone and internet access.
- ✓ Work with the Bureau of Land Management and National Forest Service to provide facilities for the fire season.
- ✓ Provide rental land for the building of hangars for storage of small aircraft.



<i>Airport Personnel Schedule</i>		
<b>Position Title</b>	<b>Budget Code Title</b>	<b>FTE</b>
Development Services Airport Manager	Airport Manager-Planner	0.50
<b>Total</b>		<b>0.50</b>

### Airport Organizational Chart





## Airport Fund Summary

	2017 Actual	2018 Actual	2019 Estimate	2020 Budget
<b><u>Sources of Funds:</u></b>				
Property Taxes	\$ -	\$ -		\$ -
Sales Tax	8,398	14,188	6,500	6,500
Specific Ownership Taxes	-	-	-	-
Licenses & Permits	-	-	-	-
Intergovernmental	149,852	98,602	45,187	47,687
Charges for Services	14,833	17,000	17,000	17,000
Miscellaneous	4,274	352	-	-
Interest	808	755	1,500	1,500
Transfer In	29,406	47,640	45,187	47,687
Fund Balance Used				
<b>Total Sources of Funds</b>	<b>\$ 207,571</b>	<b>\$ 178,536</b>	<b>\$ 115,373</b>	<b>\$ 120,374</b>
<b><u>Uses of Funds:</u></b>				
Personnel	\$ 19,067	\$ 47,152	\$ 47,743	\$ 52,744
Operating	\$ 35,300	\$ 29,556	\$ 42,630	\$ 42,630
Capital Outlay	\$ 102,160	\$ 55,777	\$ -	\$ -
Transfers Out	\$ -	\$ -	\$ -	\$ -
<b>Total Uses of Funds</b>	<b>\$ 156,526</b>	<b>\$ 132,485</b>	<b>\$ 90,373</b>	<b>\$ 95,374</b>
<b>Annual Net Activity</b>	<b>\$ 51,045</b>	<b>\$ 46,052</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>
<b><u>Cumulative Balance:</u></b>				
<b>Beginning Fund Balance</b>	<b>\$ 14,275</b>	<b>\$ 65,317</b>	<b>\$ 111,369</b>	<b>\$ 136,369</b>
Change in Fund Balance	51,045	46,052	25,000	25,000
<b>Ending Fund Balance</b>	<b>\$ 65,317</b>	<b>\$ 111,369</b>	<b>\$ 136,369</b>	<b>\$ 161,369</b>
<b><u>Fund Balance Designations:</u></b>				
<b>Committed</b>				
60 Days Operating*	\$ 29,657	\$ 12,787	\$ 15,065	\$ 15,899
<b>Assigned</b>				
Subsequent Year's Expenditures	\$ 35,660	\$ 98,582	\$ 121,304	\$ 145,472

\*Prior to 2018 Budget was 90 days operating, 60 days is a result of budget policy changes.



**FUND 06-AIRPORT  
REVENUE**

<b>06-</b>		<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Estimate</b>	<b>2020 Budget</b>
9000-4505	SALES TAX	0	5,398	1,500	1,500
9000-4512	EXCISE	8,398	8,790	5,000	5,000
	<b>Sales Taxes:</b>	<b>8,398</b>	<b>14,188</b>	<b>6,500</b>	<b>6,500</b>
9100-4843	FEDERAL GRANT	118,762	20,233	0	0
9100-4603	FEDERAL MISC	0	50,000	0	0
9200-4848	STATE GRANT	4,068	1,124	0	0
9500-4853	CITY OF CRAIG REV	27,021	27,245	45,187	47,687
	<b>Intergovernmental:</b>	<b>149,852</b>	<b>98,602</b>	<b>45,187</b>	<b>47,687</b>
9500-4802	RENTS	14,833	17,000	17,000	17,000
	<b>Charges for Services:</b>	<b>14,833</b>	<b>17,000</b>	<b>17,000</b>	<b>17,000</b>
9500-4830	SALE OF ASSETS	125	0	0	0
9500-4840	MISC REVENUE	177	352	0	0
9800-4550	INSURANCE DAMAGE	3,972	0	0	0
	<b>Miscellaneous:</b>	<b>4,274</b>	<b>352</b>	<b>0</b>	<b>0</b>
9500-4801	INTEREST EARNED	808	755	1,500	1,500
	<b>Interest:</b>	<b>808</b>	<b>755</b>	<b>1,500</b>	<b>1,500</b>
9901-4360	TRANSFER IN FROM GENERAL	29,406	47,640	45,187	47,687
	<b>Transfer In:</b>	<b>29,406</b>	<b>47,640</b>	<b>45,187</b>	<b>47,687</b>
	<b>Total Revenue:</b>	<b>207,571</b>	<b>178,536</b>	<b>115,373</b>	<b>120,374</b>



**FUND 06-AIRPORT  
EXPENDITURES**

		<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
		<b>Actual</b>	<b>Actual</b>	<b>Estimate</b>	<b>Budget</b>
<b>06-0100-</b>					
38-6000	AIRPORT MGR-PLANNER	12,505	31,383	31,623	32,448
00-6038	LONGEVITY	520	1,305	1,315	1,352
00-6060	FRINGE BENEFITS	5,260	12,503	12,829	16,916
00-6364	RETIREMENT	782	1,961	1,976	2,028
	<b>Personnel Expenditures:</b>	<b>19,067</b>	<b>47,152</b>	<b>47,743</b>	<b>52,744</b>
00-6079	PROF SERV OTHER	11,322	13,725	18,000	18,000
00-6100	OPERATING SUPPLIES	713	570	1,000	1,000
00-6103	TELEPHONE	0	0	1,000	1,000
00-6104	UTILITIES	4,894	5,399	6,630	6,630
00-6110	INSURANCE	1,727	1,681	1,800	1,800
00-6120	MAINTENANCE CONTRACTS	3,900	1,650	3,600	3,600
00-6123	REPAIRS EQUIP/MAINT.	5,150	110	2,000	2,000
00-6250	IMPROVEMENTS	4,094	4,243	5,000	5,000
00-6317	WEED CONTROL	1,050	0	2,500	2,500
00-6349	MISCELLANEOUS	402	615	300	300
00-6350	TREASURER FEES	2,049	1,563	800	800
	<b>Operating Expenditures:</b>	<b>35,300</b>	<b>29,556</b>	<b>42,630</b>	<b>42,630</b>
00-6228	CAPITAL OUTLAY	102,160	55,777	0	0
	<b>Capital Expenditures:</b>	<b>102,160</b>	<b>55,777</b>	<b>0</b>	<b>0</b>
	<b>Total Expenditures:</b>	<b>156,526</b>	<b>132,485</b>	<b>90,373</b>	<b>95,374</b>







# Emergency 911



**Regional Coordinator:** Elaine Moe  
**Phone:** 970-824-6501  
**Email:** [elaine.moe@state.co.us](mailto:elaine.moe@state.co.us)

## **Mission Statement:**

As the communications agent for Moffat County Public Safety, the Craig Regional Communication Center (CRCC) will provide the citizens of Moffat County with effective emergency telephone service for the purpose of implementing rapid emergency services response for public protection and safety.

## **Purpose of Department:**

- ✓ The Craig Regional Communications Center (CRCC) provides public safety communications for the law enforcement, fire and emergency medical service (EMS) agencies within Moffat County. CRCC serves as the Public Safety Answering Point (PSAP...the 911 answer point) for Moffat County. The staff members of CRCC are trained extensively and hold numerous certifications for access to criminal justice records and Emergency Medical Dispatch (EMD). On average, CRCC receives 4000 911 calls annually with 98% answered within ten seconds.
- ✓ While CRCC provides 911 services for Moffat County alone, the center is responsible for communication services for numerous state and federal agencies in the following counties: Routt, Grand, Jackson, Summit, Lake, Eagle, Pitkin, Garfield, and Rio Blanco. On average, CRCC records 120,000 calls for service annually. CRCC also serves as the custodian of all computer aided dispatch(CAD) and audio (telephone and radio) records associated with the operational service area; supervisory staff members provide material for an average of 450 requests annually.



## Emergency 911 Fund Summary

	2017 Actual	2018 Actual	2019 Estimate	2020 Budget
<b><u>Sources of Funds:</u></b>				
Property Taxes	\$ -	\$ -	\$ -	\$ -
Sales Tax	109,647	107,907	90,000	100,000
Specific Ownership Taxes	-	-	-	-
Licenses & Permits	-	-	-	-
Intergovernmental	-	-	-	-
Charges for Services	-	-	-	-
Miscellaneous	26	51	60	-
Interest	1,359	2,633	6,500	6,500
Transfer In	-	-	-	-
Fund Balance Used			22,640	86,000
<b>Total Sources of Funds</b>	<b>\$ 111,032</b>	<b>\$ 110,591</b>	<b>\$ 119,200</b>	<b>\$ 192,500</b>
<b><u>Uses of Funds:</u></b>				
Personnel	\$ -	\$ -	\$ -	\$ -
Operating	\$ 86,801	\$ 86,268	\$ 119,200	192,500
Capital Outlay	\$ -	\$ -	\$ -	\$ -
Transfers Out	\$ -	\$ -	\$ -	\$ -
<b>Total Uses of Funds</b>	<b>\$ 86,801</b>	<b>\$ 86,268</b>	<b>\$ 119,200</b>	<b>\$ 192,500</b>
<b>Annual Net Activity</b>	<b>\$ 24,231</b>	<b>\$ 24,322</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>Cumulative Balance:</u></b>				
<b>Beginning Fund Balance</b>	<b>\$ 330,688</b>	<b>\$ 354,919</b>	<b>\$ 379,241</b>	<b>\$ 356,601</b>
Change in Fund Balance	24,231	24,322	(22,640)	(86,000)
<b>Ending Fund Balance</b>	<b>\$ 354,919</b>	<b>\$ 379,241</b>	<b>\$ 356,601</b>	<b>\$ 270,601</b>
<b><u>Fund Balance Designations:</u></b>				
<b>Restricted</b>				
911 Services	\$ 354,919	\$ 379,241	\$ 356,601	\$ 270,601



**FUND 07-E911****REVENUE**

<b>07-</b>		<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
		<b>Actual</b>	<b>Actual</b>	<b>Estimate</b>	<b>Budget</b>
9500-4508	EMERGENCY 911 REV	109,647	107,907	90,000	100,000
	<b>Sales Taxes:</b>	<b>109,647</b>	<b>107,907</b>	<b>90,000</b>	<b>100,000</b>
9500-4840	MISC REVENUE	26	51	60	0
	<b>Miscellaneous:</b>	<b>26</b>	<b>51</b>	<b>60</b>	<b>0</b>
9500-4801	INTEREST EARNED	1,359	2,633	6,500	6,500
	<b>Interest:</b>	<b>1,359</b>	<b>2,633</b>	<b>6,500</b>	<b>6,500</b>
	<b>Total Revenue:</b>	<b>111,032</b>	<b>110,591</b>	<b>96,560</b>	<b>106,500</b>

**FUND 07-E911  
EXPENDITURES**

<b>07-0100-</b>		<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
		<b>Actual</b>	<b>Actual</b>	<b>Estimate</b>	<b>Budget</b>
00-6100	OPERATING SUPPLIES	4,307	3,376	3,500	12,000
00-6102	SPECIAL PROJECTS	62,694	66,800	100,000	150,000
00-6103	TELEPHONE	14,273	6,348	6,200	20,000
00-6104	UTILITIES	502	523	500	500
00-6301	EDUCATION	5,025	9,221	9,000	10,000
	<b>Operating Expenditures:</b>	<b>86,801</b>	<b>86,268</b>	<b>119,200</b>	<b>192,500</b>
	<b>Total Expenditure:</b>	<b>86,801</b>	<b>86,268</b>	<b>119,200</b>	<b>192,500</b>







# Capital Projects



**Finance Director: Mindy Curtis**  
**Phone: 970-824-9106**  
**Email: [mcurtis@moffatcounty.net](mailto:mcurtis@moffatcounty.net)**

## **Purpose of Department:**

This fund is used to account for major capital projects, which are funded, by an assigned revenue source, i.e. County owned mineral revenue. The County owned mineral revenue is being designated as follows per Resolution 2006-137 Designation of Revenue in Capital Projects Fund:

- ✓ 15% of the revenue for Courthouse Expansion/Major Renovations
- ✓ 15% of the revenue for Senior Housing Improvements/Addition
- ✓ 25% of the revenue for a multiuse building at the Fairgrounds
- ✓ 45% of the revenue for yet to be determined capital improvements



## Capital Projects Fund Summary

	2017 Actual	2018 Actual	2019 Estimate	2020 Budget
<b><u>Sources of Funds:</u></b>				
Property Taxes	\$ -	\$ -	\$ -	\$ -
Sales Tax	-	-	-	-
Specific Ownership Taxes	-	-	-	-
Licenses & Permits	-	-	-	-
Intergovernmental	-	1,703,874	120,402	200,000
Charges for Services	-	-	-	-
Miscellaneous	52,366	56,055	67,802	260,000
Interest	10,736	29,402	95,000	95,000
Transfer In	-	-	-	-
Fund Balance Used				1,060,998
<b>Total Sources of Funds</b>	<b>\$ 63,102</b>	<b>\$ 1,789,331</b>	<b>\$ 283,204</b>	<b>\$ 1,615,998</b>
<b><u>Uses of Funds:</u></b>				
Personnel	\$ -	\$ -	\$ -	\$ -
Operating	\$ -	\$ -	\$ -	\$ 0
Capital Outlay	\$ 48,277	\$ 38,818	\$ 91,907	\$ 1,615,998
Transfers Out	\$ -	\$ -	\$ -	\$ -
<b>Total Uses of Funds</b>	<b>\$ 48,277</b>	<b>\$ 38,818</b>	<b>\$ 91,907</b>	<b>\$ 1,615,998</b>
<b>Annual Net Activity</b>	<b>\$ 14,826</b>	<b>\$ 1,750,513</b>	<b>\$ 191,297</b>	<b>\$ -</b>
<b><u>Cumulative Balance:</u></b>				
<b>Beginning Fund Balance</b>	<b>\$ 2,880,939</b>	<b>\$ 2,895,765</b>	<b>\$ 4,646,278</b>	<b>\$ 4,837,575</b>
Change in Fund Balance	14,826	1,750,513	191,297	(1,060,998)
<b>Ending Fund Balance</b>	<b>\$ 2,895,765</b>	<b>\$ 4,646,278</b>	<b>\$ 4,837,575</b>	<b>\$ 3,776,577</b>
<b><u>Fund Balance Designations:</u></b>				
<b>Committed</b>				
Courthouse Improvements	\$ 493,348	\$ 506,167	\$ 527,917	\$ 179,667
Fairground Improvements	\$ 817,362	\$ 838,727	\$ 826,024	\$ 849,475
Senior Housing Improvements	\$ 451,505	\$ 464,323	\$ 486,073	\$ 507,823
County-wide Improvements	\$ 1,133,550	\$ 2,837,061	\$ 2,997,561	\$ 2,239,612



**FUND 08-CAPITAL PROJECTS**

**REVENUE**

<b>08-</b>		<b>2016</b>	<b>2017</b>	<b>2019</b>	<b>2020</b>
		<b>Actual</b>	<b>Actual</b>	<b>Estimate</b>	<b>Budget</b>
9500-4853	MISC GRANT	0	4,140	15,000	0
9500-4792	SALES & LEASE	52,366	51,914	50,000	50,000
9500-4840	MISC REVENUE	0	0	2,802	210,000
	<b>Miscellaneous:</b>	<b>52,366</b>	<b>56,055</b>	<b>67,802</b>	<b>260,000</b>
9200-4840	STATE MISC REV	0	1,703,874	120,402	200,000
	<b>Intergovernmental:</b>	<b>0</b>	<b>1,703,874</b>	<b>120,402</b>	<b>200,000</b>
9000-4503	INTEREST	0	0	0	0
9500-4801	INTEREST LOANS	10,736	29,402	95,000	95,000
	<b>Interest:</b>	<b>10,736</b>	<b>29,402</b>	<b>95,000</b>	<b>95,000</b>
9901-4360	TRANSFER IN FROM GENERAL	0	0	0	0
	<b>Transfer In:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total Revenue</b>	<b>63,102</b>	<b>1,789,331</b>	<b>283,204</b>	<b>555,000</b>

**FUND 08-CAPITAL PROJECTS**

**EXPENDITURES**

<b>08-0100-</b>		<b>2016</b>	<b>2017</b>	<b>2019</b>	<b>2020</b>
		<b>Actual</b>	<b>Actual</b>	<b>Estimate</b>	<b>Budget</b>
00-6803	ICE RINK	0	0	0	0
00-6807	FAIRGROUNDS BLDG	0	0	48,953	12,800
00-6810	COURTHOUSE	0	0	23,640	370,000
00-6811	ROAD & BRIDGE BLDG	0	0	0	130,222
00-6814	CEMETERY	38,277	0	0	0
00-6815	CAPITAL OUTLAY	0	0	0	575,000
00-6816	SENIOR HOUSING	0	0	0	0
00-6817	LOUDY SIMPSON	0	15,596	0	502,976
00-6818	HUMAN SERVICES	10,000	23,221	19,314	0
00-6819	MUSEUM	0	0	0	5,000
00-6820	WEED & PEST BLDG	0	0	0	20,000
	<b>Capital Expenditures:</b>	<b>48,277</b>	<b>38,818</b>	<b>91,907</b>	<b>1,615,998</b>
	<b>Total Expenditures:</b>	<b>48,277</b>	<b>38,818</b>	<b>91,907</b>	<b>1,615,998</b>

**CAPITAL PROJECTS TRANSFER OUT EXPENDITURE**

<b>08-5127-</b>		<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
		<b>Actual</b>	<b>Actual</b>	<b>Estimate</b>	<b>Budget</b>
00-6360	TRANSFER OUT SUNSET MEADOWS	0	0	0	0
	<b>Transfer Out:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Expenditure Total:</b>	<b>48,277</b>	<b>38,818</b>	<b>91,907</b>	<b>1,615,998</b>







# Conservation Trust



**Grounds & Building Manager: Lennie Gillam**  
**Phone: 970-824-9107**  
**Email: [lgillam@moffatcounty.net](mailto:lgillam@moffatcounty.net)**

## **Purpose of Department:**

- ✓ To use the Conservation Trust to improve Loudy Simpson Park, Maybell Park and Sherman Youth Camp.
- ✓ The Conservation Trust Fund was established in conjunction with the Colorado State Lottery.
- ✓ The County received a share back of lottery proceeds, which is based on a per capita formula that is established by the state. The funds may be expended for the acquisition, development and maintenance of new conservation sites for capital improvements or maintenance for recreational purposes on any public site.



## Conservation Trust Fund Summary

	2017 Actual	2018 Actual	2019 Estimate	2020 Budget
<b><u>Sources of Funds:</u></b>				
Property Taxes	\$ -	\$ -	\$ -	\$ -
Sales Tax	-	-	-	-
Specific Ownership Taxes	-	-	-	-
Licenses & Permits	-	-	-	-
Intergovernmental	37,539	38,952	36,000	36,000
Charges for Services	-	-	-	-
Miscellaneous	-	-	-	116,000
Interest	552	735	2,600	2,600
Transfer In	-	-	-	-
Fund Balance Used	190,395			13,850
<b>Total Sources of Funds</b>	<b>\$ 228,485</b>	<b>\$ 39,688</b>	<b>\$ 38,600</b>	<b>\$ 168,450</b>
<b><u>Uses of Funds:</u></b>				
Personnel	\$ 10,465	\$ 7,819	\$ 13,631	\$ 18,000
Operating	\$ 380	\$ 396	\$ 457	450
Capital Outlay	\$ 217,641	\$ 496	\$ -	\$ 150,000
Transfers Out	\$ -	\$ -	\$ -	\$ -
<b>Total Uses of Funds</b>	<b>\$ 228,486</b>	<b>\$ 8,711</b>	<b>\$ 14,088</b>	<b>\$ 168,450</b>
<b>Annual Net Activity</b>	<b>\$ (0)</b>	<b>\$ 30,977</b>	<b>\$ 24,512</b>	<b>\$ -</b>
<b><u>Cumulative Balance:</u></b>				
<b>Beginning Fund Balance</b>	<b>\$ 281,586</b>	<b>\$ 91,191</b>	<b>\$ 122,167</b>	<b>\$ 146,679</b>
Change in Fund Balance	(190,395)	30,977	24,512	(13,850)
<b>Ending Fund Balance</b>	<b>\$ 91,191</b>	<b>\$ 122,167</b>	<b>\$ 146,679</b>	<b>\$ 132,829</b>
<b><u>Fund Balance Designations:</u></b>				
<b>Restricted</b>				
Outdoor Recreational Improvements	\$ 91,191	\$ 122,167	\$ 146,679	\$ 132,829



**FUND 11-CONSERVATION TRUST**

**REVENUE**

<b>11-</b>		<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
		<b>Actual</b>	<b>Actual</b>	<b>Estimate</b>	<b>Budget</b>
9500-4627	STATE LOTTERY	37,539	38,952	36,000	36,000
	<b>Intergovernmental:</b>	<b>37,539</b>	<b>38,952</b>	<b>36,000</b>	<b>36,000</b>
9500-4840	MISC REVENUE	0	0	0	116,000
	<b>Miscellaneous:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>116,000</b>
9500-4801	INTEREST EARNED	552	735	2,600	2,600
	<b>Interest :</b>	<b>552</b>	<b>735</b>	<b>2,600</b>	<b>2,600</b>
	<b>Total Revenue:</b>	<b>38,090</b>	<b>39,688</b>	<b>38,600</b>	<b>154,600</b>

**FUND 11-CONSERVATION TRUST**

**EXPENDITURE**

<b>11-0100-</b>		<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
		<b>Actual</b>	<b>Actual</b>	<b>Estimate</b>	<b>Budget</b>
00-6046	CONTRACT LABOR	10,465	7,819	13,631	18,000
	<b>Personnel Expenditures:</b>	<b>10,465</b>	<b>7,819</b>	<b>13,631</b>	<b>18,000</b>
00-6350	TREASURER FEES	381	397	457	450
00-6355	PARKS & REC	0	0	0	0
00-6357	MAYBELL PARK	0	0	0	0
	<b>Operating Expenditures:</b>	<b>381</b>	<b>397</b>	<b>457</b>	<b>450</b>
00-6228	CAPITAL OUTLAY	217,641	496	0	150,000
	<b>Capital Expenditures:</b>	<b>217,641</b>	<b>496</b>	<b>0</b>	<b>150,000</b>
	<b>Total Expenditures:</b>	<b>228,487</b>	<b>8,712</b>	<b>14,088</b>	<b>168,450</b>







# Moffat County Library



**Library Manager: Keisha Bickford**

**Phone: 970-824-7550 x 404**

**Email: [kbickford@moffat.lib.co.us](mailto:kbickford@moffat.lib.co.us)**

## **Mission Statement:**

To provide an environment where lifelong habits of learning, self-improvement and self-expression are encouraged and where patrons can meet their educational, informational and recreational needs.

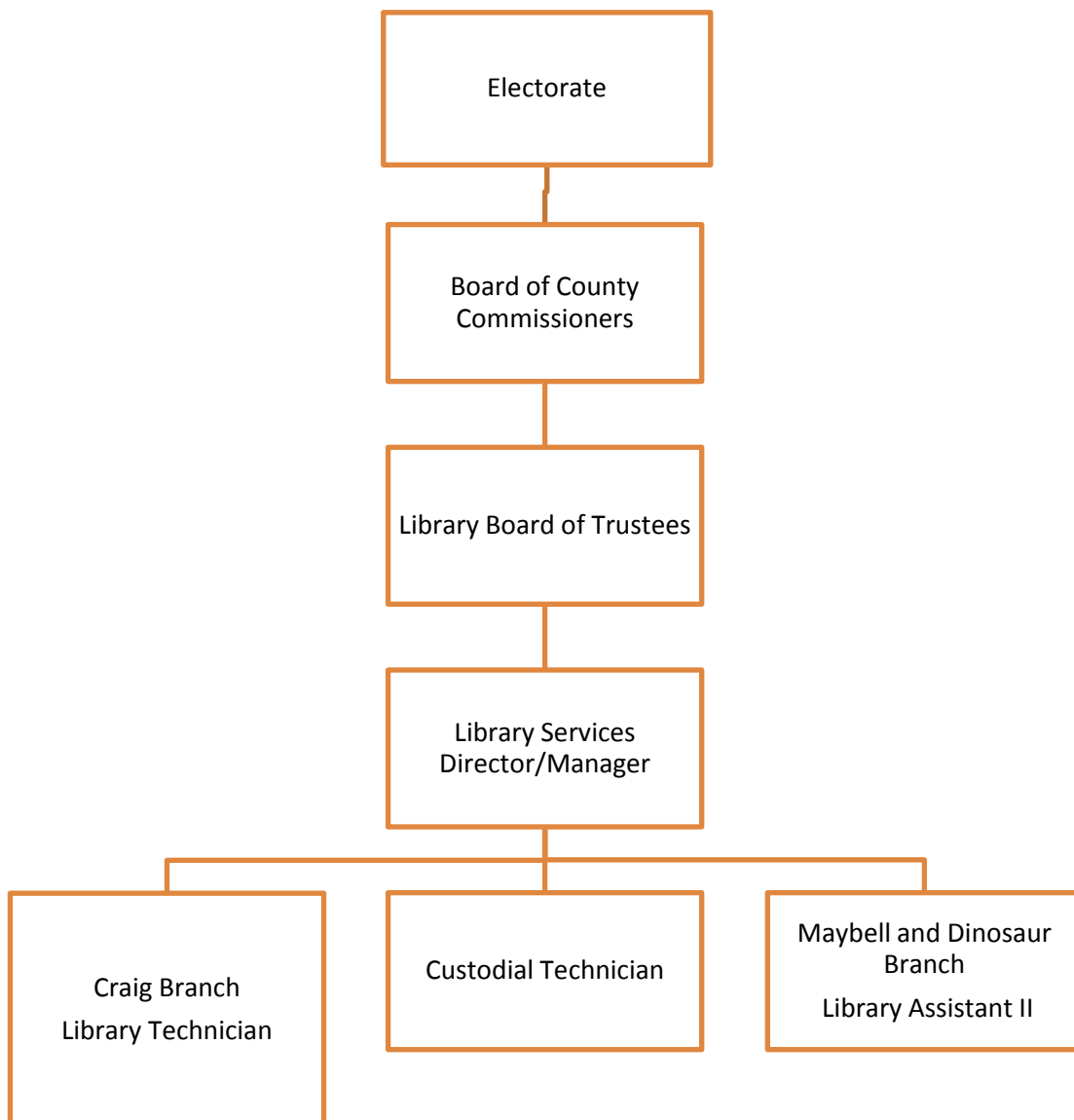
## **Purpose of Department:**

- ✓ The purpose of the public library is to ensure access to information through various formats for all. Libraries provide free public computer and Internet access. Other services may include a variety of programs to encourage early literacy free of charge.
- ✓ The public library will continue to provide outreach services for the community with the intention of developing literacy skills.
- ✓ *"The best reading, for the largest number, at the least cost." - American Library Association*



<i>Library Personnel Schedule</i>		
Position Title	Budget Code Title	FTE
Library Manager	Library Services Director	1.00
Library Technician	Library Clerical	2.13
Library Assistant II	Administrative Part-Time	1.34
Custodial Technician	Maintenance Part-Time	0.58
<b>Total</b>		<b>5.05</b>

### Moffat County Library Organizational Chart





## Library Fund Summary

	2017 Actual	2018 Actual	2019 Estimate	2020 Budget
<b>Sources of Funds:</b>				
Property Taxes	\$ 477,824	\$ 465,622	\$ (23)	\$ -
Sales Tax	-	-	-	-
Specific Ownership Taxes	-	-	-	-
Licenses & Permits	-	-	-	-
Intergovernmental	-	5,179	5,000	5,000
Charges for Services	11,471	6,132	4,500	5,500
Miscellaneous	7,372	6,696	11,229	19,100
Interest	2,526	3,332	6,000	5,000
Transfer In	-	-	90,857	345,857
Fund Balance Used	153,586	-	241,292	
<b>Total Sources of Funds</b>	<b>\$ 652,779</b>	<b>\$ 486,960</b>	<b>\$ 358,855</b>	<b>\$ 380,457</b>
<b>Uses of Funds:</b>				
Personnel	\$ 350,989	\$ 316,380	\$ 268,024	\$ 243,940
Operating	\$ 133,536	\$ 94,063	\$ 90,831	103,690
Capital Outlay	\$ 168,253	\$ 636	\$ -	\$ -
Transfers Out	\$ -	\$ -	\$ -	\$ -
<b>Total Uses of Funds</b>	<b>\$ 652,779</b>	<b>\$ 411,078</b>	<b>\$ 358,855</b>	<b>\$ 347,630</b>
<b>Annual Net Activity</b>	<b>\$ 0</b>	<b>\$ 75,879</b>	<b>\$ -</b>	<b>\$ 32,827</b>
<b>Cumulative Balance:</b>				
<b>Beginning Fund Balance</b>	<b>\$ 587,161</b>	<b>\$ 433,575</b>	<b>\$ 509,454</b>	<b>\$ 268,162</b>
Change in Fund Balance	(153,586)	75,879	(241,292)	32,827
<b>Ending Fund Balance</b>	<b>\$ 433,575</b>	<b>\$ 509,454</b>	<b>\$ 268,162</b>	<b>\$ 300,989</b>
<b>Fund Balance Designations:</b>				
<b>Committed</b>				
Memorial Funds	\$ 195,976	\$ 112,801	\$ 113,232	\$ 113,232
60 Days Operating*	\$ 105,297	\$ 52,741	\$ 44,680	\$ 40,665
<b>Assigned</b>				
Subsequent Year's Expenditures	\$ 132,302	\$ 343,912	\$ 110,250	\$ 147,093

\*Prior to 2018 Budget was 90 days operating, 60 days is a result of budget policy changes.



**FUND 12-LIBRARY  
REVENUE**

12-		2017 Actual	2018 Actual	2019 Estimate	2020 Budget
9000-4501	CURRENT PROPERTY	477,190	464,967	-25	0
9000-4503	INTEREST	634	655	2	0
	<b>Property Taxes:</b>	<b>477,824</b>	<b>465,622</b>	<b>-23</b>	<b>0</b>
9000-4505	SALES TAX	0	0	0	0
	<b>Sales Tax:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
9200-4642	STATE GRANT	0	5,179	5,000	5,000
	<b>Intergovernmental:</b>	<b>0</b>	<b>5,179</b>	<b>5,000</b>	<b>5,000</b>
9400-4781	FINES & COLL	11,471	6,132	4,500	5,500
	<b>Charges for Services:</b>	<b>11,471</b>	<b>6,132</b>	<b>4,500</b>	<b>5,500</b>
9500-4792	SALES & LEASES	2,225	2,100	2,100	2,100
9500-4835	TAXABLE SALES	3,299	3,385	1,509	1,500
9500-4840	MISC REV	1,398	652	7,155	500
9500-4853	CITY OF CRAIG	0	0	0	0
9500-4854	TOWN OF DINOSAUR	0	0	0	15,000
9500-4841	MEMORIAL FUND	450	559	465	0
	<b>Miscellaneous:</b>	<b>7,372</b>	<b>6,696</b>	<b>11,229</b>	<b>19,100</b>
9500-4801	INTEREST	2,526	3,332	6,000	5,000
	<b>Interest:</b>	<b>2,526</b>	<b>3,332</b>	<b>6,000</b>	<b>5,000</b>
9901-4360	TRANSFER IN FROM GENERAL	0	0	90,857	345,857
	<b>Transfer In:</b>	<b>0</b>	<b>0</b>	<b>90,857</b>	<b>345,857</b>
	<b>Total Revenue:</b>	<b>499,193</b>	<b>486,960</b>	<b>117,563</b>	<b>380,457</b>



**FUND 12-LIBRARY  
EXPENDITURE**

		<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
<b>12-0100-</b>		<b>Actual</b>	<b>Actual</b>	<b>Estimate</b>	<b>Budget</b>
02-6000	LIBRARY SERVICES DIRECTOR	73,403	73,686	39,250	50,279
03-6000	ADMINISTRATIVE SUPERVISOR	0	0	21,500	0
26-6000	CLERICAL	82,403	67,678	52,812	36,679
31-6000	ADMINISTRATIVE PART-TIME	124,619	89,151	60,770	77,292
32-6000	MAINTENANCE PART-TIME	0	16,481	14,700	18,857
00-6034	OVERTIME	0	0	0	0
00-6036	VACATION PAID OUT	0	693	18,000	0
00-6038	LONGEVITY	2,600	2,610	1,370	0
00-6060	FRINGE BENEFITS	59,921	57,443	51,684	55,615
00-6364	RETIREMENT	8,043	8,638	7,938	5,217
<b>Personnel Expenditures:</b>		<b>350,989</b>	<b>316,380</b>	<b>268,024</b>	<b>243,940</b>
00-6085	OFFICE SUPPLIES	8,831	4,741	3,000	4,300
00-6086	POSTAGE/COURIER	3,102	912	500	1,200
00-6090	OUTSIDE BLDG MAINTENAN	259	800	2,500	6,000
00-6101	MAYBELL TELEPHONE	687	716	1,000	1,000
00-6102	DINOSAUR TELEPHONE	3,085	2,965	2,200	2,400
00-6103	TELEPHONE	7,746	4,159	5,300	5,300
00-6104	UTILITIES	8,655	8,508	10,200	10,200
00-6105	UTILITIES MAYBELL	4,895	3,060	7,140	7,140
00-6106	UTILITIES DINOSAUR	3,821	3,423	5,100	5,100
00-6108	TRAVEL/STAFF DEVELOP	272	460	3,500	2,600
00-6110	INSURANCE	5,418	6,082	6,082	6,300
00-6119	LEASING	1,198	1,198	1,200	2,000
00-6123	REPAIRS EQUIP/MAINT	690	704	1,000	1,000
00-6124	REPAIRS BUILDING	7,560	6,325	2,500	6,000
00-6175	E MATERIALS	12,449	6,784	1,500	3,000
00-6176	AUDIO (CD)	7,943	5,252	3,500	3,500
00-6177	VIDEO (CD)	986	367	500	500
00-6180	BOOKS	33,876	26,147	25,000	25,000
00-6181	SUBSCRIPTIONS	14,107	7,642	4,109	4,109
00-6186	AUTOMATION	4,591	1,331	1,200	1,741
00-6187	BOARD EXPENSES	1,198	816	2,000	2,000
00-6188	SPECIAL PROGRAMS	2,515	306	1,000	1,000
00-6189	VEHICLE OPERATION	56	318	500	2,000
<b>Operating Expenditures:</b>		<b>133,939</b>	<b>93,017</b>	<b>90,531</b>	<b>103,390</b>
00-6220	LIBRARY-CAPITAL OUTLAY	168,253	636	0	0
<b>Capital Expenditures:</b>		<b>168,253</b>	<b>636</b>	<b>0</b>	<b>0</b>
<b>Total Expenditures:</b>		<b>653,182</b>	<b>410,032</b>	<b>358,555</b>	<b>347,330</b>



**FUND 12-LIBRARY MEMORIAL  
EXPENDITURE**

		2017 Actual	2018 Actual	2019 Estimate	2020 Budget
<b>12-0600-</b>					
00-6349	LIB MEM-MISCELLANEOUS	0	0	0	0
	<b>Operating Expenditures:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total Expenditures:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**FUND 12-LIBRARY ALLOTMENTS MISCELLANEOUS  
EXPENDITURE**

		2017 Actual	2018 Actual	2019 Estimate	2020 Budget
<b>12-5300-</b>					
00-6350	TREASURER FEES	(403)	1,046	300	300
	<b>Operating Expenditures:</b>	<b>(403)</b>	<b>1,046</b>	<b>300</b>	<b>300</b>
	<b>Total Expenditures:</b>	<b>(403)</b>	<b>1,046</b>	<b>300</b>	<b>300</b>



# Maybell Waste Water Treatment Facility



Maybell Waste Water Treatment Facility  
475 County Road 19  
Maybell, CO 81640

## **Mission Statement:**

Maybell Waste Water Treatment Facility serving the community of Maybell, Colorado.

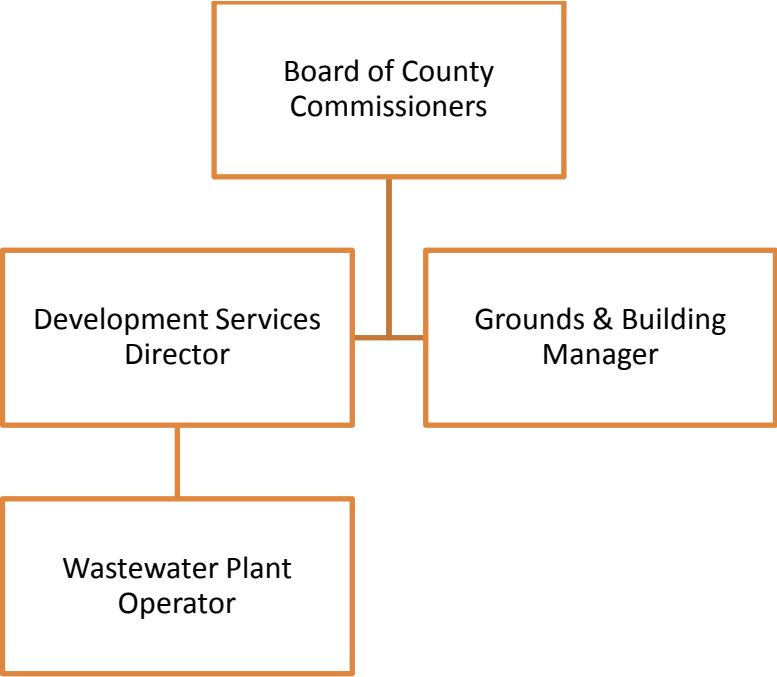
## **Purpose of Department:**

This Department oversees the operation and maintenance of the Maybell Waste Water Treatment Facility.



<i>Maybell Waste Water Treatment Facility Personnel Schedule</i>		
Positon Title	Budget Code Title	FTE
Wastewater Plant Operator	Maintenance Part-Time	0.24
<b>Total</b>		<b>0.24</b>

**Maybell Waste Water Treatment Facility Organizational Chart**





**Maybell Waste Water Treatment Facility  
Fund Summary**

	2017 Actual	2018 Actual	2019 Estimate	2020 Budget
<b><u>Sources of Funds:</u></b>				
Property Taxes	\$ -	\$ -	\$ -	\$ -
Sales Tax	-	-	-	-
Intergovernmental	-	-	-	-
Charges for Services	30,591	37,451	36,960	36,960
Miscellaneous	2,296	204	-	-
Interest	224	502	1,600	1,600
Transfer In	8,000	-	-	-
Fund Balance Used	8,761	-	9,682	-
<b>Total Sources of Funds</b>	<b>\$ 49,872</b>	<b>\$ 38,157</b>	<b>\$ 48,242</b>	<b>\$ 38,560</b>
<b><u>Uses of Funds:</u></b>				
Personnel	\$ 7,355	\$ 5,601	\$ 8,086	\$ 8,378
Operating	\$ 24,997	\$ 24,525	\$ 28,156	\$ 28,156
Capital Outlay	\$ 17,519	\$ -	\$ 12,000	\$ -
Transfers Out	\$ -	\$ -	\$ -	\$ -
<b>Total Uses of Funds</b>	<b>\$ 49,872</b>	<b>\$ 30,126</b>	<b>\$ 48,242</b>	<b>\$ 36,534</b>
<b>Annual Net Activity</b>	<b>\$ 0</b>	<b>\$ 8,031</b>	<b>\$ 0</b>	<b>\$ 2,026</b>
<b><u>Cumulative Balance:</u></b>				
<b>Beginning Fund Balance</b>	<b>\$ 361,424</b>	<b>\$ 352,664</b>	<b>\$ 360,695</b>	<b>\$ 351,013</b>
Change in Fund Balance	(8,761)	8,031	(9,682)	2,026
<b>Ending Fund Balance</b>	<b>\$ 352,664</b>	<b>\$ 360,695</b>	<b>\$ 351,013</b>	<b>\$ 353,038</b>
<b><u>Fund Balance Designations:</u></b>				
<b>Nonspendable</b>				
Property, Plant, & Equipment	291,127	273,483	255,988	238,529
<b>Assigned</b>				
Subsequent Year's Expenditures	61,537	87,212	95,025	114,509



**FUND 13-MAYBELL WASTE WATER TREATMENT FACILITY**

		<b>REVENUE</b>			
<b>13-</b>		<b>2016</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
		<b>Actual</b>	<b>Actual</b>	<b>Estimate</b>	<b>Budget</b>
9200-4849	STATE GRANT	0	0	0	0
	<b>Intergovernmental:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
9100-4723	MYBL SAN-USER FEE	30,591	37,451	36,960	36,960
	<b>Charges for Services:</b>	<b>30,591</b>	<b>37,451</b>	<b>36,960</b>	<b>36,960</b>
9500-4830	SALE OF ASSETS	0	195	0	0
9500-4840	MYBL SAN -MISC REVENUE	2,296	9	0	0
	<b>Miscellaneous:</b>	<b>2,296</b>	<b>204</b>	<b>0</b>	<b>0</b>
9500-4801	MYBL SAN-INTEREST EARNED	224	502	1,600	1,600
	<b>Interest:</b>	<b>224</b>	<b>502</b>	<b>1,600</b>	<b>1,600</b>
9901-4360	TRANSFER IN FROM GENERAL	8,000	0	0	0
	<b>Transfer In:</b>	<b>8,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total Revenue:</b>	<b>41,111</b>	<b>38,157</b>	<b>38,560</b>	<b>38,560</b>



**FUND 13-MAYBELL WASTE WATER TREATMENT FACILITY  
EXPENDITURE**

		<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
		<b>Actual</b>	<b>Actual</b>	<b>Estimate</b>	<b>Budget</b>
<b>13-0100-</b>					
31-6000	MAINTENANCE	0	462	0	0
32-6000	MAINTENANCE PART-TIME	6,499	4,565	7,315	7,580
00-6034	OVERTIME	33	0	0	0
00-6060	FRINGE BENEFITS	823	574	771	799
	<b>Personnel Expenditures:</b>	<b>7,355</b>	<b>5,601</b>	<b>8,086</b>	<b>8,378</b>
00-6094	PERMITS	1,234	999	1,000	1,000
00-6100	OPERATING SUPPLIES	343	0	0	0
00-6104	UTILITIES	3,114	2,670	4,004	4,004
00-6106	GAS & OIL	29	60	32	32
00-6123	REPAIRS EQUIP/MAIN	1,922	2,553	4,150	4,150
00-6199	FILING FEES	52	231	0	0
00-6245	TESTING	120	15	1,200	1,200
00-6349	MISCELLANEOUS	208	4	0	0
00-6350	TREASURER FEES	331	349	275	275
00-6400	DEPRECIATION	17,644	17,644	17,495	17,495
	<b>Operating Expenditures:</b>	<b>24,997</b>	<b>24,525</b>	<b>28,156</b>	<b>28,156</b>
00-6250	IMPROVEMENTS	17,519	0	12,000	0
	<b>Capital Expenditures:</b>	<b>17,519</b>	<b>0</b>	<b>12,000</b>	<b>0</b>
	<b>Total Expenditures:</b>	<b>49,872</b>	<b>30,126</b>	<b>48,242</b>	<b>36,534</b>







# Health & Welfare



**Human Resources Director: Lynnette Siedschlaw**

**Phone: 970-824-9108**

**Email: [lsiedschlaw@moffatcounty.net](mailto:lsiedschlaw@moffatcounty.net)**

## **Mission Statement:**

The Health & Welfare Board will continue to work towards minimal changes in benefits while offering the best benefits possible for our employees at an equitable cost to Moffat County and at a minimal cost to our employees. Offering our on-site Employee Health & Wellness Center to our employees and their eligible dependents is a means of offering prevention and wellness based healthcare to control our healthcare costs. Our goal is to focus on prevention and wellness in hopes of catching illness in the early stages in order to prevent the cost of higher claims in the future.

## **Purpose of Department:**

- Monitors and maintains all financial records concerning the County's benefit plans. The plan include major medical, dental, vision, and COBRA. Each department contributes to this fund and the monies are paid out as required. This fund is guided and monitored by the Moffat County Health and Welfare Board.
- Oversees and assists in the successful operation of the Employee Health & Wellness Center.
- Moffat County currently is self-funded, which gives the Health and Welfare Board more control over our plan. The benefits of being self-insured include paying only claims that are incurred rather than anticipated claims, keeping the savings of lower than expected claims instead of forfeiting it to the insurance company, only paying up to our stop-loss limit of \$85,000 per claim or \$2,500,000 total per year if claims are higher than expected, and having greater flexibility in determining which benefits to offer.



## Health and Welfare Fund Summary

	2017 Actual	2018 Actual	2019 Estimate	2020 Budget
<b>Sources of Funds:</b>				
Property Taxes	\$ -	\$ -	\$ -	\$ -
Sales Tax	-	-	-	-
Specific Ownership Taxes	-	-	-	-
Licenses & Permits	-	-	-	-
Intergovernmental	-	-	-	-
Charges for Services	3,325,777	3,073,494	3,000,926	4,212,569
Miscellaneous	492,244	277,522	201,527	220,000
Interest	12,496	18,281	38,000	30,000
Transfer In	-	-	-	230,000
Fund Balance Used	411,312	787,597	1,093,849	
<b>Total Sources of Funds</b>	<b>\$ 4,241,829</b>	<b>\$ 4,156,894</b>	<b>\$ 4,334,302</b>	<b>\$ 4,692,569</b>
<b>Uses of Funds:</b>				
Personnel	\$ -	\$ -	\$ -	\$ -
Operating	\$ 4,241,826	\$ 4,156,894	\$ 4,323,925	3,984,783
Capital Outlay	\$ -	\$ -	\$ 10,376	\$ -
Transfers Out	\$ -	\$ -	\$ -	\$ -
<b>Total Uses of Funds</b>	<b>\$ 4,241,826</b>	<b>\$ 4,156,894</b>	<b>\$ 4,334,301</b>	<b>\$ 3,984,783</b>
<b>Annual Net Activity</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 707,786</b>
<b>Cumulative Balance:</b>				
<b>Beginning Fund Balance</b>	<b>\$ 3,162,056</b>	<b>\$ 2,750,747</b>	<b>\$ 1,963,148</b>	<b>\$ 869,299</b>
Change in Fund Balance	(411,312)	(787,597)	(1,093,849)	707,786
<b>Ending Fund Balance</b>	<b>\$ 2,750,747</b>	<b>\$ 1,963,148</b>	<b>\$ 869,299</b>	<b>\$ 1,577,085</b>
<b>Fund Balance Designations:</b>				
<b>Assigned</b>				
Subsequent Year's Expenditures	2,750,747	1,963,148	869,299	1,577,085



**FUND 14-HEALTH & WELFARE  
REVENUE**

<b>14-</b>		<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Estimate</b>	<b>2020 Budget</b>
9400-4770	PREMIUMS/MEDICAL/COUNTY	2,854,280	2,585,200	2,542,611	3,683,828
9400-4772	PREMIUMS/MEDICAL/COBRA	15,159	31,415	13,101	8,000
9400-4773	PREMIUMS/DENTAL/COUNTY	134,624	147,293	155,427	238,336
9400-4778	PREMIUMS/VISION/COUNTY	46,912	45,516	44,958	47,430
9400-4780	PREMIUMS/LIFE	13,781	14,426	17,269	13,714
9400-4782	EMPLOYEE CONTRIBUTIONS	227,244	204,403	194,775	184,488
9400-4783	PREMIUMS LONG TERM DISABILIT	33,491	44,511	32,785	36,773
9500-4516	PREMIUMS	285	730	0	0
<b>Charges for Services:</b>		<b>3,325,777</b>	<b>3,073,494</b>	<b>3,000,926</b>	<b>4,212,569</b>
9500-4515	INSURANCE CAP PROCEEDS	459,612	254,419	200,121	200,000
9500-4840	MISC REVENUE	32,632	23,103	1,406	20,000
<b>Miscellaneous:</b>		<b>492,244</b>	<b>277,522</b>	<b>201,527</b>	<b>220,000</b>
9500-4801	INTEREST EARNED	12,496	18,281	38,000	30,000
<b>Interest:</b>		<b>12,496</b>	<b>18,281</b>	<b>38,000</b>	<b>30,000</b>
9901-4360	TRANSFER IN FROM GENERAL	0	0	0	230,000
<b>Transfer In:</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>230,000</b>
<b>Total Revenue:</b>		<b>3,830,517</b>	<b>3,369,297</b>	<b>3,240,453</b>	<b>4,692,569</b>



**FUND 14-HEALTH & WELFARE  
EXPENDITURES**

<b>14-0100-</b>	<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Estimate</b>	<b>2020 Budget</b>
00-6059 PRESCRIPTIONS	145,133	256,556	410,523	410,523
00-6061 REINSURANCE REFUNDS	(2)	0	0	0
00-6062 CLAIMS/DENTAL	119,307	131,335	125,321	137,616
00-6063 CLAIMS/MEDICAL	3,016,531	2,904,517	2,960,524	2,405,482
00-6065 ADMIN FEE/MEDICL/CNTY	103,964	107,925	48,817	131,571
00-6066 ADMIN FEE/DENTAL/SS	11,567	10,088	10,827	10,098
00-6067 ADMIN FEE/MEDICAL/SS	0	10	0	0
00-6070 PREM VISION/SS	7,284	5,724	6,504	6,504
00-6071 PREM VISION/CNTY	40,164	39,838	40,001	39,571
00-6072 PREM VISION/COBRA	77	0	0	0
00-6074 PREM LIFE/CNTY	38,444	39,339	38,891	38,891
00-6075 PREM LONG TERM DISABILITY	28,053	27,415	28,462	36,766
00-6084 ADMIN FEE OTHER	0	0	57,127	36,100
00-6100 OPERATING EXPENSES	(26)	1,200	2,000	2,000
00-6101 WELLNESS	0	1,318	5,000	5,000
00-6103 TELEPHONE	862	653	758	758
00-6104 UTILITIES	2,772	3,151	2,962	2,962
00-6137 TRANS REINSURANCE	782	857	820	820
00-6250 DEPRECIATION	2,668	2,668	2,668	2,668
00-6340 ADMIN FEE - STOP LOSS	491,019	440,996	484,267	416,423
00-6346 ADJUST LIFE	2,002	0	0	0
00-6504 FACILITIES	0	0	0	200
00-6700 CLINIC	231,224	183,303	98,453	300,830
<b>Operating Expenditures:</b>	<b>4,241,825</b>	<b>4,156,893</b>	<b>4,323,925</b>	<b>3,984,783</b>
00-6228 CAPITAL OUTLAY	0	0	10,376	0
<b>Capital Expenditures:</b>	<b>0</b>	<b>0</b>	<b>10,376</b>	<b>0</b>
<b>Total Expenditures:</b>	<b>4,241,825</b>	<b>4,156,893</b>	<b>4,334,301</b>	<b>3,984,783</b>



# Moffat County Senior Citizens



**Housing Authority Director: Suzanne Hope**

**Phone: 970-824-3660 x 4**

**Email: [shope@moffatcounty.net](mailto:shope@moffatcounty.net)**

## Mission Statement

The mission of the Craig Senior Citizens Department is to enable Moffat County Senior Citizens to remain actively involved in our community and to support their independence by providing them with nutritious lunch-time meals and safe transportation.

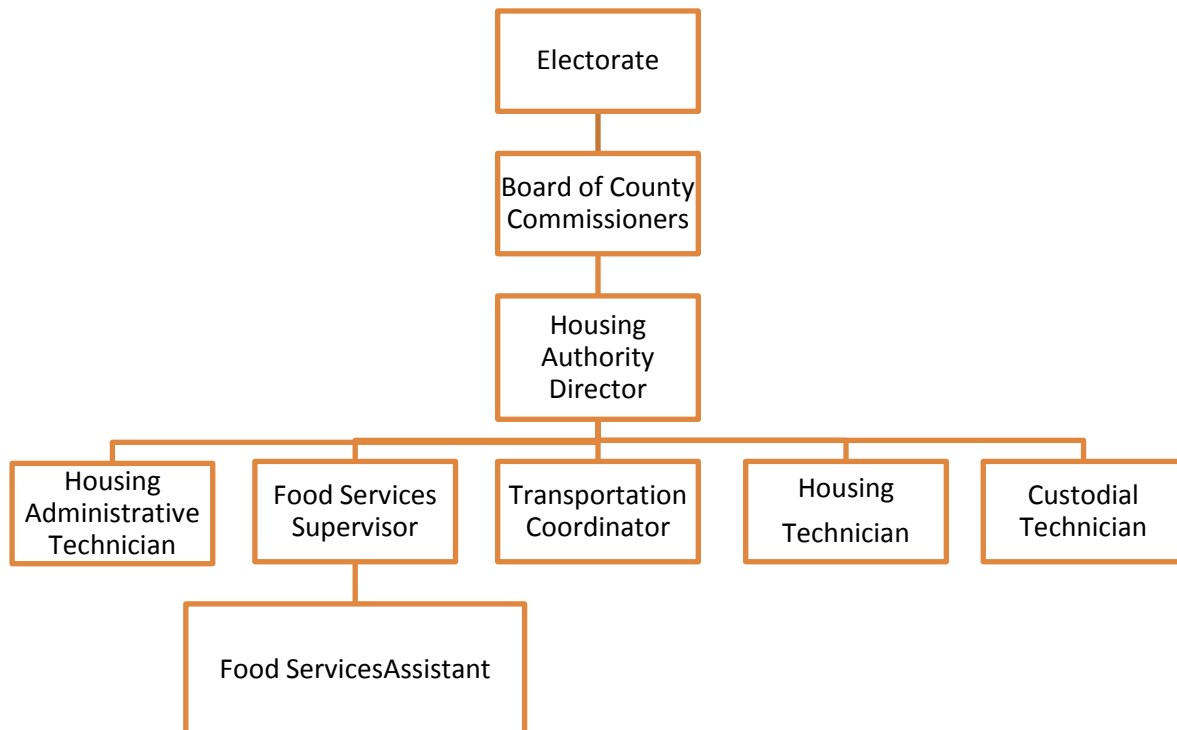
## Purpose of Department

- ✓ The Senior Citizens Department provides congregate lunch-time meals and Meals-on-Wheels for senior citizens in our community. The Department also provides safe transportation for senior citizens in the Craig, Maybell and Dinosaur areas.
- ✓ Sunset Meadows serves as a senior center and meeting place for all of Moffat County's Senior Citizens. Many structured in-house and community activities take place at Sunset Meadows; numerous aimed at enhancing the lives of senior citizens.



<i>Senior Citizens Personnel Schedule</i>	
<b>Position Title</b>	<b>FTE</b>
Housing Authority Director	0.25
Housing Administrative Technician	0.08
Transportation Coordinator	1.00
Food Services Supervisor	1.00
Food Services Assistant	0.70
Housing Technician	0.07
Custodial Technician	0.03
Assistant Night Manager	n/a
<b>Total</b>	<b>3.13</b>

### Senior Citizens Organizational Chart





## Senior Citizen Fund Summary

	2017 Actual	2018 Actual	2019 Estimate	2020 Budget
<b>Sources of Funds:</b>				
Property Taxes	\$ 0	\$ 0	\$ -	\$ -
Sales Tax	-	-	-	-
Specific Ownership Taxes	-	-	-	-
Licenses & Permits	-	-	-	-
Intergovernmental	35,912	32,376	38,000	39,000
Charges for Services	35,251	40,267	38,000	39,000
Miscellaneous	6,292	2,827	3,300	3,300
Interest	635	710	2,100	2,100
Transfer In	174,683	65,453	116,780	147,855
Fund Balance Used		69,273	3,323	10,618
<b>Total Sources of Funds</b>	<b>\$ 252,773</b>	<b>\$ 210,906</b>	<b>\$ 201,503</b>	<b>\$ 241,873</b>
<b>Uses of Funds:</b>				
Personnel	\$ 190,679	\$ 172,551	\$ 154,119	\$ 170,395
Operating	\$ 47,991	\$ 38,355	\$ 47,384	46,478
Capital Outlay	\$ -	\$ -	\$ -	\$ 25,000
Transfers Out	\$ -	\$ -	\$ -	\$ -
<b>Total Uses of Funds</b>	<b>\$ 238,670</b>	<b>\$ 210,906</b>	<b>\$ 201,503</b>	<b>\$ 241,873</b>
<b>Annual Net Activity</b>	<b>\$ 14,103</b>	<b>\$ (0)</b>	<b>\$ (0)</b>	<b>\$ 0</b>
<b>Cumulative Balance:</b>				
<b>Beginning Fund Balance</b>	<b>\$ 105,261</b>	<b>\$ 119,367</b>	<b>\$ 50,094</b>	<b>\$ 46,771</b>
Change in Fund Balance	14,103	(69,273)	(3,323)	(10,618)
<b>Ending Fund Balance</b>	<b>\$ 119,367</b>	<b>\$ 50,094</b>	<b>\$ 46,771</b>	<b>\$ 36,153</b>
<b>Fund Balance Designations:</b>				
<b>Committed</b>				
60 Days Operating*	\$ 70,076	\$ 35,158	\$ 33,591	\$ 36,153
<b>Assigned</b>				
Subsequent Year's Expenditures	\$ 49,291	\$ 14,936	\$ 13,180	\$ 0

\*Prior to 2018 Budget was 90 days operating, 60 days is a result of budget policy changes.



**FUND 15-SENIOR CITIZENS**

		<b>REVENUE</b>			
<b>15-</b>		<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
		<b>Actual</b>	<b>Actual</b>	<b>Estimate</b>	<b>Budget</b>
9000-4501	CURRENT TAXES PROPERT	0	0	0	0
9000-4503	INTEREST	0	0	0	0
	<b>Property Taxes:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
9500-4837	AREA AGNCY-AGING GRANT	35,912	32,376	38,000	39,000
	<b>Intergovernmental:</b>	<b>35,912</b>	<b>32,376</b>	<b>38,000</b>	<b>39,000</b>
9500-4835	MEAL PROGRAM	35,251	40,267	38,000	39,000
	<b>Charges for Services:</b>	<b>35,251</b>	<b>40,267</b>	<b>38,000</b>	<b>39,000</b>
9500-4838	DONATIONS	83	2,827	3,300	3,300
9500-4840	MISC REVENUE	2,865	0	0	0
9800-4550	REIMB INSURANCE DAMAGE	3,344	0	0	0
	<b>Miscellaneous:</b>	<b>6,292</b>	<b>2,827</b>	<b>3,300</b>	<b>3,300</b>
9500-4801	INTEREST EARNED	635	710	2,100	2,100
	<b>Interest:</b>	<b>635</b>	<b>710</b>	<b>2,100</b>	<b>2,100</b>
9901-4360	TRANSFER IN FROM GENER	174,683	65,453	116,780	147,855
	<b>Transfer In:</b>	<b>174,683</b>	<b>65,453</b>	<b>116,780</b>	<b>147,855</b>
	<b>Total Revenue</b>	<b>252,773</b>	<b>141,633</b>	<b>198,180</b>	<b>231,255</b>



**FUND 15-SENIOR CITIZENS  
SENIOR ADMIN EXPENDITURES**

		2017	2018	2019	2020
		Actual	Actual	Estimate	Budget
<b>15-0100-</b>					
02-6000	HOUSING AUTHORITY DIRECTOR	7,705	7,980	8,578	9,298
31-6000	ADMINISTRATIVE PART-TIME	3,381	3,081	4,027	1,300
00-6036	VACATION PD OUT	0	572	0	0
00-6060	FRINGE BENEFITS	5,830	7,374	4,081	5,174
00-6364	RETIREMENT	462	283	216	558
	<b>Personnel Expenditures:</b>	<b>17,378</b>	<b>19,290</b>	<b>16,902</b>	<b>16,330</b>
00-6084	MISC EQUIPMENT	843	649	0	50
00-6084	OFFICE SUPPLIES	10	0	0	0
00-6108	TRAVEL/STAFF DEVELOPMENT	16	17	125	200
00-6349	MISCELLANEOUS	0	0	0	0
	<b>Operating Expenditures:</b>	<b>869</b>	<b>666</b>	<b>125</b>	<b>250</b>
00-6220	CAPITAL OUTLAY OFFICE	0	0	0	0
	<b>Capital Expenditures:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Expenditure Total:</b>	<b>18,247</b>	<b>19,955</b>	<b>17,027</b>	<b>16,580</b>

**FUND 15-SENIOR CITIZENS  
SENIOR BUS EXPENDITURES**

		2017	2018	2019	2020
		Actual	Actual	Estimate	Budget
<b>15-0200-</b>					
02-6000	HOUSING AUTHORITY DIRECTOR	0	2,660	2,875	3,099
08-6000	DRIVER	36,556	0	0	0
09-6000	TRANSPORTATION COORDINATOR	0	34,118	34,379	35,276
10-6000	ADMINISTRATIVE/CLERICAL	0	565	0	0
31-6000	PART TIME DRIVER	725	68	0	0
32-6000	MAINTENANCE PART-TIME	0	0	1,873	4,590
00-6036	VACATION PAID OUT	0	191	0	0
00-6060	FRINGE BENEFITS	19,019	18,438	14,797	19,367
00-6364	RETIREMENT	2,193	2,141	2,119	2,303
	<b>Personnel Expenditures:</b>	<b>58,495</b>	<b>58,181</b>	<b>56,043</b>	<b>64,636</b>
00-6085	OFFICE SUPPLIES	154	32	62	75
00-6086	POSTAGE	10	27	100	50
00-6103	CELL TELEPHONE	284	588	400	443
00-6108	TRAVEL/STAFF DEVELOPMENT	29	24	0	30
00-6110	INSURANCE	97	1,155	1,142	1,200
00-6123	REPAIRS & MAINTENANCE	4,605	237	1,500	2,000
00-6349	MISCELLANEOUS	54	0	0	0
00-6350	DINOSAUR	3,452	315	900	900
00-6351	MAYBELL	1,791	1,078	700	1,000
00-6962	PINNACOL W/C DEDUCTIBLE	0	0	0	0
	<b>Operating Expenditures:</b>	<b>10,476</b>	<b>3,458</b>	<b>4,804</b>	<b>5,698</b>
00-6220	CAPITAL OUTLAY	0	0	0	25,000
	<b>Capital Expenditures:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>25,000</b>
	<b>Expenditure Total:</b>	<b>68,971</b>	<b>61,639</b>	<b>60,847</b>	<b>95,334</b>



**FUND 15-SENIOR CITIZENS**  
**SENIOR MEAL PROGRAM EXPENDITURES**

	2017	2018	2019	2020
15-0300-	Actual	Actual	Estimate	Budget
02-6000 HOUSING AUTHORITY DIRECT	0	2,660	2,875	3,099
03-6000 ADMINISTRATION	2,568	0	0	0
08-6000 MEALS ON WHEELS	2,495	0	0	0
28-6000 FOOD SERVICES SUPERVISOR	36,690	27,469	30,367	32,918
29-6000 FOOD SERVICES ASST/HA TEC	19,671	12,499	0	0
30-6000 OPER&MAINT CUSTODIAL TEC	0	0	2,959	13,827
31-6000 PRT TIME KITCHEN	725	68	0	0
32-6000 MAINTENANCE PART-TIME	0	1,800	14,339	717
00-6034 OVERTIME	0	485	0	0
00-6036 VACATION PAID OUT	0	9,972	0	0
00-6038 LONGEVITY	720	280	0	0
00-6060 FRINGE BENEFITS	48,888	37,470	28,651	36,651
00-6364 RETIREMENT	3,048	2,375	1,983	2,219
<b>Personnel Expenditures:</b>	<b>114,806</b>	<b>95,080</b>	<b>81,174</b>	<b>89,430</b>
00-6085 OFFICE SUPPLIES	114	184	214	170
00-6100 SUPPLIES/KITCHEN	1,610	1,314	2,000	2,000
00-6101 SUPPLIES/MEALS ON WH	2,213	1,912	2,700	2,300
00-6103 TELEPHONE	784	691	481	500
00-6104 UTILITIES	5,121	7,787	5,710	5,710
00-6107 FOOD	18,794	16,666	22,500	20,000
00-6109 MEAT	6,467	4,794	8,850	8,850
00-6123 REPAIRS & MAINT	1,543	883	0	1,000
00-6334 DINOSAUR	0	0	0	0
00-6962 PINNACOL W/C DEDUCTIBLE	0	0	0	0
00-6963 UNEMPLOYEMENT REIMB CHA	0	0	0	0
<b>Operating Expenditures:</b>	<b>36,646</b>	<b>34,232</b>	<b>42,455</b>	<b>40,530</b>
00-6228 CAPITAL OUTLAY	0	0	0	0
<b>Capital Expenditures:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Expenditure Total:</b>	<b>151,452</b>	<b>129,312</b>	<b>123,629</b>	<b>129,960</b>



# Internal Services

**Finance Director: Mindy Curtis**  
**Phone: 970-824-9106**  
**Email: [mcurtis@moffatcounty.net](mailto:mcurtis@moffatcounty.net)**

## **Purpose of Department:**

This department saves county money by bulk purchasing options and reducing individual budgets. Expense paid out of this department is replenished by the other departments utilizing bulk purchases such as paper, telephone, maps, and copies depending on actual use. This department is an internal service fund.



## Internal Service Fund Summary

	2017 Actual	2018 Actual	2019 Estimate	2020 Budget
<b><u>Sources of Funds:</u></b>				
Property Taxes	\$ -	\$ -	\$ -	\$ -
Sales Tax	-	-	-	-
Specific Ownership Taxes	-	-	-	-
Licenses & Permits	-	-	-	-
Intergovernmental	-	-	-	-
Charges for Services	10,904	10,233	10,350	10,350
Miscellaneous	-	-	-	-
Interest	-	-	-	-
Transfer In	-	-	-	-
Fund Balance Used	235	1,246	1,750	1,750
<b>Total Sources of Funds</b>	<b>\$ 11,139</b>	<b>\$ 11,479</b>	<b>\$ 12,100</b>	<b>\$ 12,100</b>
<b><u>Uses of Funds:</u></b>				
Personnel	\$ -	\$ -	\$ -	\$ -
Operating	\$ 11,138	\$ 11,478	\$ 12,100	12,100
Capital Outlay	\$ -	\$ -	\$ -	\$ -
Transfers Out	\$ -	\$ -	\$ -	\$ -
<b>Total Uses of Funds</b>	<b>\$ 11,138</b>	<b>\$ 11,478</b>	<b>\$ 12,100</b>	<b>\$ 12,100</b>
<b>Annual Net Activity</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>Cumulative Balance:</u></b>				
<b>Beginning Fund Balance</b>	<b>\$ 94,176</b>	<b>\$ 93,941</b>	<b>\$ 92,695</b>	<b>\$ 90,945</b>
Change in Fund Balance	(235)	(1,246)	(1,750)	(1,750)
<b>Ending Fund Balance</b>	<b>\$ 93,941</b>	<b>\$ 92,695</b>	<b>\$ 90,945</b>	<b>\$ 89,195</b>
<b><u>Fund Balance Designations:</u></b>				
<b>Nonspendable</b>				
Inventory	\$ 66,637	\$ 66,637	\$ 66,637	\$ 66,637
<b>Assigned</b>				
Subsequent Year's Expenditures	\$ 27,304	\$ 26,058	\$ 24,308	\$ 22,558



**FUND 16-INTERNAL SERVICES**

		<b>REVENUE</b>			
		<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
		<b>Actual</b>	<b>Actual</b>	<b>Estimate</b>	<b>Budget</b>
<b>16-</b>					
9200-4849	STATE GRANTS	0	0	0	0
	<b>Intergovernmental:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
9400-4791	PLAT MAPS	125	130	100	100
9800-4560	DEPT/VISA, COPIES, ETC	13	198	0	0
9800-4537	COPIES	0	1	0	0
9800-4538	REIMB OPEN RECORDS	12	9	0	0
9800-4603	REIMB WAREHOUSE	1,644	1,228	2,150	2,150
9800-6103	TELEPHONE	9,109	8,667	8,100	8,100
	<b>Charges for Services:</b>	<b>10,904</b>	<b>10,233</b>	<b>10,350</b>	<b>10,350</b>
9901-4360	TRANSFER IN FROM GENERAL	0	0	0	0
	<b>Transfer In:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total Revenue:</b>	<b>10,904</b>	<b>10,233</b>	<b>10,350</b>	<b>10,350</b>

**FUND 16-CENTRAL DUPLICATING  
EXPENDITURES**

		<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
		<b>Actual</b>	<b>Actual</b>	<b>Estimate</b>	<b>Budget</b>
<b>16-0100-</b>					
00-6100	OPERATING SUPPLIES	0	146	0	0
00-6103	TELEPHONE	33	18	0	0
00-6109	WAREHOUSE SUPPLIES	3,413	3,983	4,000	4,000
00-6113	PSC PHONE & REIMB	7,692	7,331	8,100	8,100
	<b>Operating Expenditures:</b>	<b>11,138</b>	<b>11,478</b>	<b>12,100</b>	<b>12,100</b>
00-6228	CAPITAL OUTLAY	0	0	0	0
	<b>Capital Expenditures:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**CENTRAL DUPLICATING TRANSFER OUT EXPENDITURE**

		<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
		<b>Actual</b>	<b>Actual</b>	<b>Estimate</b>	<b>Budget</b>
<b>16-5101-</b>					
00-6360	TRANSFER OUT GENERAL FUND	0	0	0	0
	<b>Transfer Out:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total Expenditures:</b>	<b>11,138</b>	<b>11,478</b>	<b>12,100</b>	<b>12,100</b>







# Lease Purchase

Finance Director: Mindy Curtis  
Phone: 970-824-9106  
Email: [mcurtis@moffatcounty.net](mailto:mcurtis@moffatcounty.net)

## Purpose of Fund:

This fund accounts for the resources used to make the lease-purchase payments on the certificates of participation for the Public Safety Center:

- ✓ Complete all transactions required to make necessary payments
- ✓ Reconciliation of Certificate of Participation monthly statements



## Lease Purchase Fund Summary

	2017 Actual	2018 Actual	2019 Estimate	2020 Budget
<b><u>Sources of Funds:</u></b>				
Property Taxes	\$ -	\$ -	\$ -	\$ -
Sales Tax	-	-	-	-
Specific Ownership Taxes	-	-	-	-
Licenses & Permits	-	-	-	-
Intergovernmental	-	-	-	-
Charges for Services	-	-	-	-
Miscellaneous	-	-	-	-
Interest	1,492	4,422	3,000	3,000
Transfer In	768,812	726,596	741,788	733,025
Fund Balance Used	-	-	-	-
<b>Total Sources of Funds</b>	<b>\$ 770,304</b>	<b>\$ 731,018</b>	<b>\$ 744,788</b>	<b>\$ 736,025</b>
<b><u>Uses of Funds:</u></b>				
Personnel	\$ -	\$ -	\$ -	\$ -
Operating	\$ 768,812	\$ 728,088	\$ 744,788	736,025
Capital Outlay	\$ -	\$ -	\$ -	\$ -
Transfers Out	\$ -	\$ -	\$ -	\$ -
<b>Total Uses of Funds</b>	<b>\$ 768,812</b>	<b>\$ 728,088</b>	<b>\$ 744,788</b>	<b>\$ 736,025</b>
<b>Annual Net Activity</b>	<b>\$ 1,492</b>	<b>\$ 2,930</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>Cumulative Balance:</u></b>				
<b>Beginning Fund Balance</b>	<b>\$ 562,170</b>	<b>\$ 563,663</b>	<b>\$ 566,593</b>	<b>\$ 566,593</b>
Change in Fund Balance	1,492	2,930	-	-
<b>Ending Fund Balance</b>	<b>\$ 563,663</b>	<b>\$ 566,593</b>	<b>\$ 566,593</b>	<b>\$ 566,593</b>
<b><u>Fund Balance Designations:</u></b>				
<b>Restricted</b>				
PSC Certificates of Participation	\$ 563,663	\$ 566,593	\$ 566,593	\$ 566,593



**FUND 17-LEASE-PURCHASE**

**REVENUE**

<b>17-</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
	<b>Actual</b>	<b>Actual</b>	<b>Estimate</b>	<b>Budget</b>
9500-4112 PROCEEDS FROM BONDS	0	0	0	0
9500-4113 PREM/DISC BOND ISSUANCE	0	0	0	0
<b>Miscellaneous:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
9000-4503 INT INCOME ACCRUED	1,492	4,422	3,000	3,000
9500-4503 INT INCOME RESERVES	0	0	0	0
<b>Interest:</b>	<b>1,492</b>	<b>4,422</b>	<b>3,000</b>	<b>3,000</b>
9921-4360 TRANSFER IN FROM JAIL	768,812	726,596	741,788	733,025
<b>Transfer In:</b>	<b>768,812</b>	<b>726,596</b>	<b>741,788</b>	<b>733,025</b>
<b>Total Revenue:</b>	<b>770,304</b>	<b>731,018</b>	<b>744,788</b>	<b>736,025</b>

**FUND 17-LEASE-PURCHASE**

**EXPENDITURES**

<b>17-0100-</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
	<b>Actual</b>	<b>Actual</b>	<b>Estimate</b>	<b>Budget</b>
00-6021 PRINCIPAL ON BOND	615,000	594,922	625,000	635,000
00-6112 INTEREST ON BONDS	147,312	126,556	111,038	92,025
00-6374 PAYING AGENT FEES	6,500	6,610	8,750	9,000
<b>Operating Expenditures:</b>	<b>768,812</b>	<b>728,088</b>	<b>744,788</b>	<b>736,025</b>
00-6228 CAPITAL OUTLAY	0	0	0	0
<b>Capital Expenditures:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Expenditures:</b>	<b>768,812</b>	<b>728,088</b>	<b>744,788</b>	<b>736,025</b>







# Telecommunications

**IT Director: Mason Siedschlaw**

**Phone: 970-826-3403**

**Email: [msiedschlaw@moffatcounty.net](mailto:msiedschlaw@moffatcounty.net)**

## **Purpose of Fund:**

This fund accounts for the Strata Networks prepaid services.



**Telecommunications  
Fund Summary**

	2017 Actual	2018 Actual	2019 Estimate	2020 Budget
<b><u>Sources of Funds:</u></b>				
Property Taxes	\$ -	\$ -	\$ -	\$ -
Sales Tax	-	-	-	-
Specific Ownership Taxes	-	-	-	-
Licenses & Permits	-	-	-	-
Intergovernmental	-	-	-	-
Charges for Services	-	-	-	-
Miscellaneous	-	-	-	-
Interest	1,304	2,298	5,000	5,000
Transfer In	-	-	-	-
Fund Balance Used	19,447	19,695	21,720	21,720
<b>Total Sources of Funds</b>	<b>\$ 20,751</b>	<b>\$ 21,993</b>	<b>\$ 26,720</b>	<b>\$ 26,720</b>
<b><u>Uses of Funds:</u></b>				
Personnel	\$ -	\$ -	\$ -	\$ -
Operating	\$ 20,751	\$ 21,993	\$ 26,720	\$ 26,720
Capital Outlay	\$ -	\$ -	\$ -	\$ -
Transfers Out	\$ -	\$ -	\$ -	\$ -
<b>Total Uses of Funds</b>	<b>\$ 20,751</b>	<b>\$ 21,993</b>	<b>\$ 26,720</b>	<b>\$ 26,720</b>
<b>Annual Net Activity</b>	<b>\$ -</b>	<b>\$ 0</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>Cumulative Balance:</u></b>				
<b>Beginning Fund Balance</b>	<b>\$ 359,527</b>	<b>\$ 340,080</b>	<b>\$ 320,385</b>	<b>\$ 298,665</b>
Change in Fund Balance	(19,447)	(19,695)	(21,720)	(21,720)
<b>Ending Fund Balance</b>	<b>\$ 340,080</b>	<b>\$ 320,385</b>	<b>\$ 298,665</b>	<b>\$ 276,945</b>
<b><u>Fund Balance Designations:</u></b>				
<b>Restricted</b>				
Telecommunications	\$ 340,080	\$ 320,385	\$ 298,665	\$ 276,945



**FUND 18-TELECOMMUNICATIONS  
REVENUE**

<b>18-</b>		<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Estimate</b>	<b>2020 Budget</b>
9200-4263	INTEREST EARN TREAS	0	0	0	0
9200-4264	NC TELECOM INTEREST	1,304	2,298	5,000	5,000
	<b>Interest:</b>	<b>1,304</b>	<b>2,298</b>	<b>5,000</b>	<b>5,000</b>
	<b>Total Revenue:</b>	<b>1,304</b>	<b>2,298</b>	<b>5,000</b>	<b>5,000</b>

**FUND 18-TELECOMMUNICATIONS  
EXPENDITURES**

<b>18-0100-</b>		<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Estimate</b>	<b>2020 Budget</b>
00-6501	INTERNET ACCESS/ROUTER	20,751	21,992	26,720	26,720
	<b>Operating Expenditures:</b>	<b>20,751</b>	<b>21,992</b>	<b>26,720</b>	<b>26,720</b>
	<b>Total Expenditures:</b>	<b>20,751</b>	<b>21,992</b>	<b>26,720</b>	<b>26,720</b>







# Moffat County Tourism Association



**MCTA Director: Tom Kleinschnitz**

**Phone: 970-824-2335**

**Email: [mcta@moffatcounty.net](mailto:mcta@moffatcounty.net)**

## **Mission Statement:**

The Moffat County Tourism Association enhances and markets tourism in an effort to enrich the lives of the visitors and the residents of Moffat County.

## **Vision Statement:**

Moffat County is a premier tourism destination for people to live, work, and play in Colorado's Great Northwest.

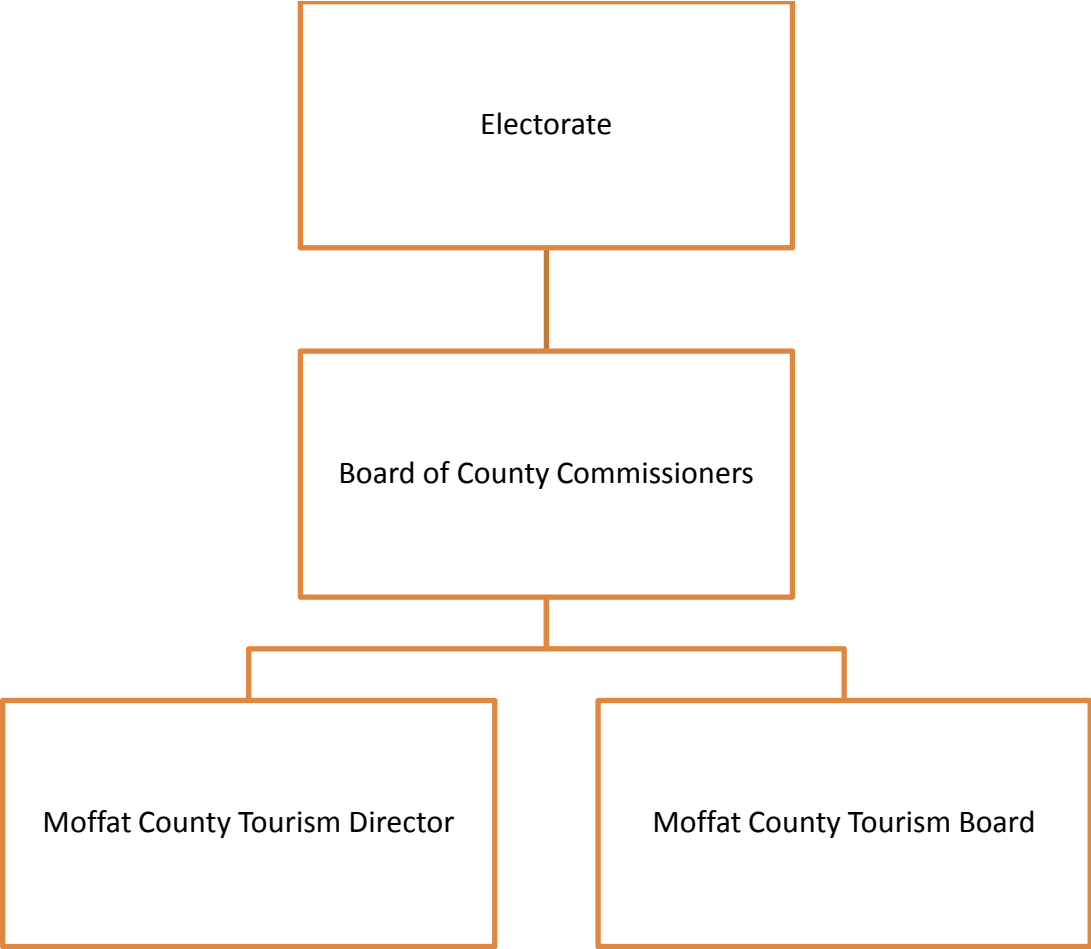
## **Purpose of Department**

- ✓ The Moffat County Tourism Association through development and distribution of tourism-related materials, maintenance of website geared toward potential visitors, promotion of the area at regional, state and national events and through in-area and out-of-area advertising, funding of local events that draw tourist activity, funding of other tourism-related organizations, and interacting with visitors to engage them to extend their stay in Moffat County and all other means available gathers and disseminates information on the tourist industry and attractions of Moffat County.
- ✓ The sole purpose of the Moffat County Tourism Association is to promote and market countywide tourism. The MCTA Board reviews funding requests for Tourism Promotion Programs benefiting Moffat County and funds those programs which MCTA approves. The MCTA Board monitors and evaluates approved Tourism Promotion Programs.



<i>Moffat County Tourism Association Personnel Schedule</i>		
Positon Title	Budget Code Title	FTE
MCTA Director	MCTA Director	1.00
<b>Total</b>		<b>1.00</b>

**Moffat County Tourism Organizational Chart**





**Moffat County Tourism Association  
Fund Summary**

	2017 Actual	2018 Actual	2019 Estimate	2020 Budget
<b><u>Sources of Funds:</u></b>				
Property Taxes	\$ -	\$ -	\$ -	\$ -
Sales Tax	138,567	132,363	133,625	150,000
Specific Ownership Taxes	-	-	-	-
Licenses & Permits	-	-	-	-
Intergovernmental	-	-	-	-
Charges for Services	-	-	-	-
Miscellaneous	20,100	8,963	-	-
Interest	432	883	2,000	2,000
Transfer In	-	-	-	-
Fund Balance Used		3,730	22,251	15,913
<b>Total Sources of Funds</b>	<b>\$ 159,100</b>	<b>\$ 145,939</b>	<b>\$ 157,876</b>	<b>\$ 167,913</b>
<b><u>Uses of Funds:</u></b>				
Personnel	\$ 40,311	\$ 53,803	\$ 61,873	\$ 69,160
Operating	\$ 98,224	\$ 92,138	\$ 96,003	\$ 98,753
Capital Outlay	\$ -	\$ -	\$ -	\$ -
Transfers Out	\$ -	\$ -	\$ -	\$ -
<b>Total Uses of Funds</b>	<b>\$ 138,535</b>	<b>\$ 145,941</b>	<b>\$ 157,876</b>	<b>\$ 167,913</b>
<b>Annual Net Activity</b>	<b>\$ 20,564</b>	<b>\$ (0)</b>	<b>0</b>	<b>(0)</b>
<b><u>Cumulative Balance:</u></b>				
<b>Beginning Fund Balance</b>	<b>\$ 131,106</b>	<b>\$ 151,670</b>	<b>\$ 147,940</b>	<b>\$ 125,688</b>
Change in Fund Balance	20,564	(3,730)	(22,251)	(15,913)
<b>Ending Fund Balance</b>	<b>\$ 151,670</b>	<b>\$ 147,940</b>	<b>\$ 125,688</b>	<b>\$ 109,775</b>
<b><u>Fund Balance Designations:</u></b>				
<b>Restricted</b>				
Tourism Promotion	\$ 151,670	\$ 147,940	\$ 125,688	\$ 109,775



**FUND 19-MOFFAT COUNTY TOURISM FUND  
REVENUES**

<b>19-</b>		<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Estimate</b>	<b>2020 Budget</b>
9000-4509	TAXES	138,567	132,363	133,625	150,000
	<b>Sales Taxes:</b>	<b>138,567</b>	<b>132,363</b>	<b>133,625</b>	<b>150,000</b>
9500-4840	MISC REVENUE	20,000	0	0	0
9500-4844	DONATIONS	100	0	0	0
9500-4851	LMD FUNDING	0	8,963	0	0
9800-4536	POSTAGE/COPIES/ TELE	0	0	0	0
	<b>Miscellaneous:</b>	<b>20,100</b>	<b>8,963</b>	<b>0</b>	<b>0</b>
9500-4801	MISC INTEREST EARNED	432	883	2,000	2,000
	<b>Interest:</b>	<b>432</b>	<b>883</b>	<b>2,000</b>	<b>2,000</b>
	<b>Total Revenue:</b>	<b>159,100</b>	<b>142,209</b>	<b>135,625</b>	<b>152,000</b>



**FUND 19-MOFFAT COUNTY TOURISM FUND  
EXPENDITURES**

<b>19-0100-</b>	<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Estimate</b>	<b>2020 Budget</b>
02-6000 MCTA DIRECTOR	0	42,540	46,645	50,020
00-6046 CONTRACT LABOR	40,311	0	0	0
00-6060 FRINGE BENEFITS	0	11,263	12,592	16,139
00-6364 RETIREMENT	0	0	2,636	3,001
<b>Personnel Expenditures:</b>	<b>40,311</b>	<b>53,803</b>	<b>61,873</b>	<b>69,160</b>
00-6085 OFFICE SUPPLIES	808	859	1,950	2,000
00-6086 POSTAGE	1,705	3,008	5,000	6,000
00-6088 ADVERTISING	35,139	24,809	40,000	40,000
00-6090 WEB PAGE MAINTENANCE	5,475	1,072	1,500	1,500
00-6100 OPERATING SUPPLIES	162	0	300	300
00-6103 TELEPHONE	2,124	1,866	2,000	2,000
00-6104 UTILITIES	768	0	0	0
00-6108 BOARD MEMBER EXPENSE	(29)	60	1,000	1,000
00-6124 TOURISM PROJECTS & DEVELOPMEN	14,847	16,399	20,000	20,000
00-6187 CONTINGENCY	0	0	2,800	5,000
00-6300 DUES	1,050	744	1,500	1,500
00-6301 EMPLOYEE EDUCATION	300	1,188	1,000	1,000
00-6305 PROMOTIONAL MATERIAL REPO	1,083	7,670	2,753	2,753
00-6308 TRAVEL/STAFF DEVELOPMENT	226	883	2,000	1,500
00-6311 LMD EXPENSE	0	8963	0	0
00-6326 EVENT FUNDING	26,919	20,767	10,000	10,000
00-6327 COLORADO HERITAGE TOURISM	2,000	0	0	0
00-6344 BILLBOARD SIGNAGE	240	0	0	0
00-6377 RENT	5,407	3,850	4,200	4,200
<b>Operating Expenditures:</b>	<b>98,224</b>	<b>92,138</b>	<b>96,003</b>	<b>98,753</b>
00-6220 CAP OUTLAY OFFICE EQUIP	0	0	0	0
<b>Capital Expenditures:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Expenditure Total:</b>	<b>138,535</b>	<b>145,941</b>	<b>157,876</b>	<b>167,913</b>







# Public Safety Center (Moffat County Jail)



**Moffat County Public Safety Center**

**Jail Administrator:** Tim Jantz  
**Phone:** 970-824-4495  
**Email:** [timjantz@sheriff.moffat.co.us](mailto:timjantz@sheriff.moffat.co.us)

## **Mission:**

**To develop strong community partnerships while collaborating with our fellow public safety colleagues to provide superior public safety to all individuals.**

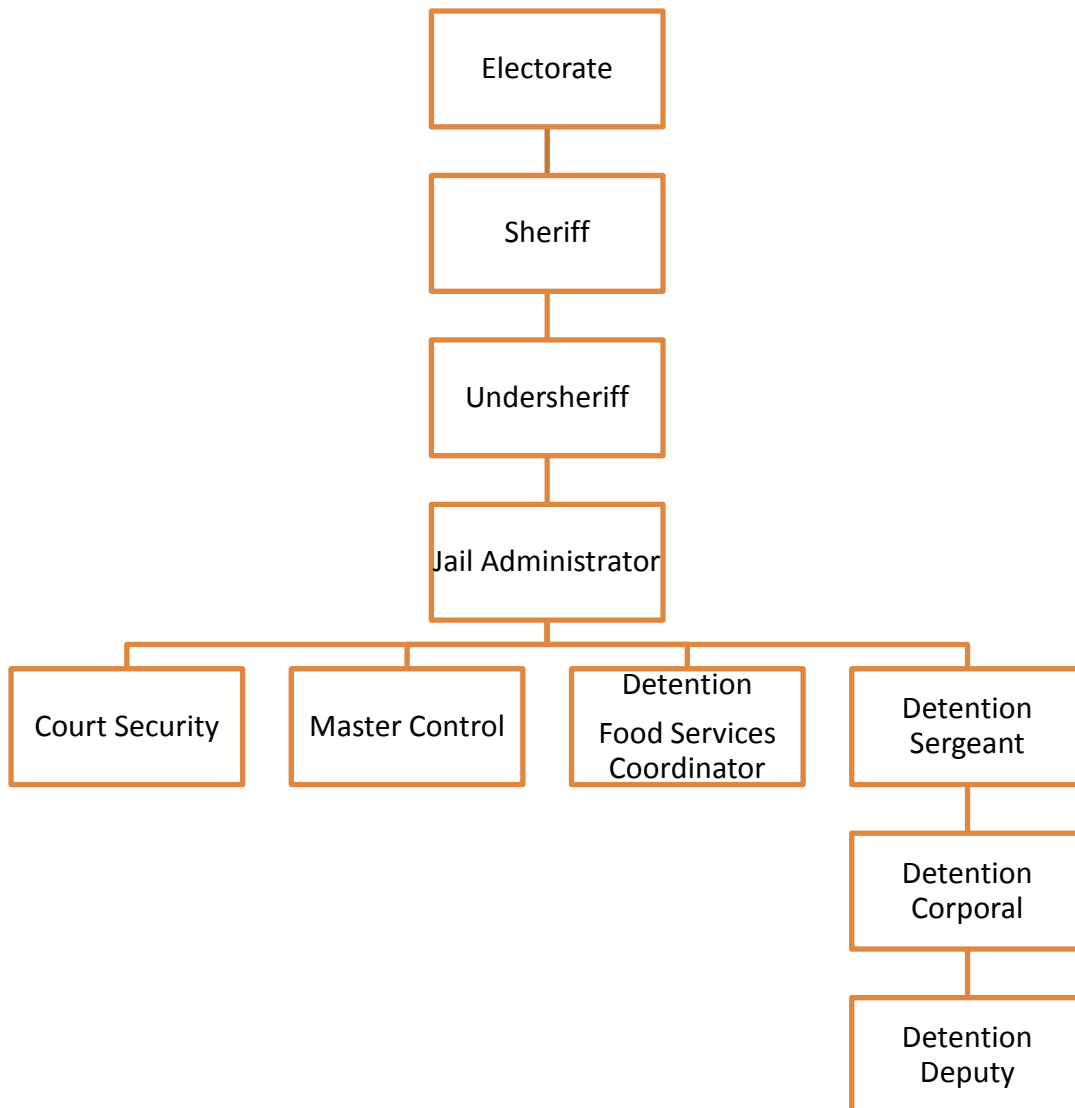
## **Purpose of Department:**

The function of the Moffat County Detention Facility is to provide a safe, wholesome and secure environment. This includes housing, safekeeping, adequate diet and necessary medical care for all inmates held at the Moffat County Detention Facility. The Moffat County Detention Facility is also responsible for the temporary housing of juvenile offenders and transporting inmates to and from other facilities.



<i>Public Safety Center (Jail) Personnel Schedule</i>		
Positon Title	Budget Code Title	FTE
Jail Lieutenant	Lieutenant	1.00
Administrative Assistant	Administrative/Clerical	1.00
Non-Certified Detention Sergeant	Sergeant	2.00
Non-Certified Detention Corporal	Deputies	2.00
Detention Food Services Supervisor	Food Services Supervisor	1.00
Post Certified Detention Deputy	Deputies	2.00
Non-Certified Detention Deputy	Deputies	9.00
Court Security	Court Security	1.50
Master Control Operator	Jail Part-Time	2.80
<b>Total</b>		<b>22.30</b>

### Public Safety Center (Jail) Organizational Chart





## Jail Fund Summary

	2017 Actual	2018 Actual	2019 Estimate	2020 Budget
<b>Sources of Funds:</b>				
Property Taxes	\$ -	\$ -	\$ -	\$ -
Sales Tax	1,089,406	1,074,301	1,049,388	1,049,388
Specific Ownership Taxes	-	-	-	-
Licenses & Permits	-	-	-	-
Intergovernmental	127,239	257,898	427,300	451,800
Charges for Services	90,328	122,402	78,000	65,000
Miscellaneous	4,859	11,693	21,000	2,500
Interest	3,261	4,248	13,000	13,000
Transfer In	1,611,960	410,174	1,563,999	1,714,321
Fund Balance Used		917,218		156,967
<b>Total Sources of Funds</b>	<b>\$ 2,927,052</b>	<b>\$ 2,797,934</b>	<b>\$ 3,152,687</b>	<b>\$ 3,452,976</b>
<b>Uses of Funds:</b>				
Personnel	\$ 1,496,820	\$ 1,463,396	\$ 1,517,283	\$ 1,921,149
Operating	446,531	491,638	496,288	500,802
Capital Outlay	33,806	116,305	183,000	298,000
Transfers Out	768,812	726,596	741,788	733,025
<b>Total Uses of Funds</b>	<b>\$ 2,745,968</b>	<b>\$ 2,797,934</b>	<b>\$ 2,938,359</b>	<b>\$ 3,452,976</b>
<b>Annual Net Activity</b>	<b>\$ 181,084</b>	<b>\$ (0)</b>	<b>\$ 214,328</b>	<b>\$ 0</b>
<b>Cumulative Balance:</b>				
<b>Beginning Fund Balance</b>	<b>\$ 1,082,513</b>	<b>\$ 1,263,597</b>	<b>\$ 346,378</b>	<b>\$ 560,706</b>
Change in Fund Balance	181,084	(917,218)	214,328	(156,967)
<b>Ending Fund Balance</b>	<b>\$ 1,263,597</b>	<b>\$ 346,378</b>	<b>\$ 560,706</b>	<b>\$ 403,739</b>
<b>Fund Balance Designations:</b>				
<b>Committed</b>				
60 Days Operating*	\$ 583,005	\$ 325,904	\$ 335,662	\$ 403,739
<b>Assigned</b>				
Subsequent Year's Expenditures	\$ 680,592	\$ 20,474	\$ 225,043	\$ (0)

\*Prior to 2018 Budget was 90 days operating, 60 days is a result of budget policy changes.



		FUND 21-JAIL REVENUES			
21-		2017 Actual	2018 Actual	2019 Estimate	2020 Budget
9000-4501	TAXES CURRENT PROPERT	0	0	0	0
9000-4503	TAXES INTEREST PENALY	0	0	0	0
	<b>Property Taxes:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
9000-4505	SALES TAX	1,089,406	1,074,301	1,049,388	1,049,388
	<b>Sales Tax:</b>	<b>1,089,406</b>	<b>1,074,301</b>	<b>1,049,388</b>	<b>1,049,388</b>
9100-4521	FEDERAL INS	8,607	10,762	8,000	5,000
9100-4522	FEDERAL USMS	0	130,823	2,500	10,000
9100-4527	BUREAU OF INDIAN AFFAIRS	0	0	290,000	300,000
9200-4557	JBBS & MAT GRANT	0	0	0	10,000
9200-4832	SCAAP GRANT	0	0	0	0
9200-4848	GRANT DEPT OF JUSTICE	118,632	116,312	126,800	126,800
	<b>Intergovernmental:</b>	<b>127,239</b>	<b>257,898</b>	<b>427,300</b>	<b>451,800</b>
9200-4646	WORK RELEASE	16,625	44,900	21,000	20,000
9400-4780	JAIL FEES	18,017	27,025	18,000	20,000
9400-4793	COST OF CARE/COUNTY INMATE	55,687	50,477	39,000	25,000
9400-4844	COST OF CARE/OTHER COUNTIES	0	0	0	0
	<b>Charges for Services:</b>	<b>90,328</b>	<b>122,402</b>	<b>78,000</b>	<b>65,000</b>
9500-4830	SALE OF ASSETS	673	0	0	0
9500-4840	MISC REVENUE	1,396	2,351	18,000	0
9800-4538	REIMB TRAVEL	0	0	0	0
9800-4540	REIMBURSE OT	2,790	9,343	3,000	2,500
9800-4550	INSURANCE DAMAGE	0	0	0	0
	<b>Miscellaneous:</b>	<b>4,859</b>	<b>11,693</b>	<b>21,000</b>	<b>2,500</b>
9500-4801	INTEREST EARNED	3,261	4,248	13,000	13,000
	<b>Interest:</b>	<b>3,261</b>	<b>4,248</b>	<b>13,000</b>	<b>13,000</b>
9901-4360	TRANSFER IN FROM GENERAL	1,611,960	410,174	1,563,999	1,714,321
	<b>Transfer In:</b>	<b>1,611,960</b>	<b>410,174</b>	<b>1,563,999</b>	<b>1,714,321</b>
	<b>Total Revenue:</b>	<b>2,927,052</b>	<b>1,880,716</b>	<b>3,152,687</b>	<b>3,296,009</b>



**FUND 21-JAIL  
EXPENDITURES**

<b>21-0100</b>	<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Estimate</b>	<b>2020 Budget</b>
04-6000 ADMINISTRATOR	45,718	0	0	0
05-6000 LIEUTENANT	0	68,197	65,534	71,913
10-6000 ADMINISTRATIVE ASSISTANT	0	14,749	42,627	43,761
07-6000 SERGEANT	103,954	104,464	105,611	120,058
08-6000 DEPUTIES	603,853	562,662	502,917	693,900
12-6000 COURT SECURITY	99,497	81,258	100,891	84,110
27-6000 MASTER CONTROL	82,786	0	0	0
28-6000 FOOD SERVICES SUPERVISOR	40,456	40,617	42,617	43,761
31-6000 JAIL PART-TIME	8,411	110,294	92,173	131,961
00-6034 OVERTIME	20,308	30,367	30,000	30,000
00-6036 VACATION/SICK PAID OUT	32,672	11,871	922	0
00-6060 FRINGE BENEFITS	413,915	392,333	488,696	643,589
00-6364 RETIREMENT	45,251	46,585	45,295	58,097
<b>Personnel Expenditures:</b>	<b>1,496,820</b>	<b>1,463,396</b>	<b>1,517,283</b>	<b>1,921,149</b>
00-6078 PROF SERV MENTAL	10,000	10,000	10,000	10,000
00-6079 PROF SERV OTHER	104,853	96,208	98,000	98,000
00-6084 MISC EQUIPMENT	5,071	5,090	6,000	6,000
00-6086 POSTAGE	272	822	712	700
00-6090 COMPUTER EXPENSE/SERVICES	5,997	3,782	6,000	6,000
00-6100 OPERATING SUPPLIES	26,542	33,854	33,000	35,000
00-6101 PAPER SUPPLIES	165	2,445	2,200	2,800
00-6102 UNIFORMS	9,814	5,803	5,000	5,000
00-6103 TELEPHONE	1,858	1,745	1,900	3,000
00-6106 GAS & OIL	1,490	2,248	3,200	5,000
00-6107 FOOD & MEALS	65,325	80,429	80,000	80,000
00-6108 TRAVEL/STAFF DEVELOPMENT	5,221	6,603	6,000	5,500
00-6110 INSURANCE	741	693	800	800
00-6120 MAINTENANCE CONTRACT	2,000	2,212	3,000	3,000
00-6121 REPAIRS AUTO	1,007	2,846	2,000	2,000
00-6301 EMPLOYEE EDUCATION	2,820	5,143	5,000	5,000
00-6349 MISCELLANEOUS	11,659	3,330	3,000	3,000
00-6962 UNEMPLOYMENT REIMBURSEABLE CHA	0	3,640	474	0
<b>Operating Expenditures:</b>	<b>254,835</b>	<b>266,893</b>	<b>266,286</b>	<b>270,800</b>
00-6225 CAPITAL OUTLAY VEHICLE	0	0	0	48,000
00-6228 CAPITAL OUTLAY	0	12,177	0	0
<b>Capital Expenditures:</b>	<b>0</b>	<b>12,177</b>	<b>0</b>	<b>48,000</b>
<b>Expenditure Total:</b>	<b>1,751,655</b>	<b>1,742,465</b>	<b>1,783,569</b>	<b>2,239,949</b>



**FUND 21-JAIL  
TRANSFER OUT EXPENDITURE**

<b>21-</b>	<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Estimate</b>	<b>2020 Budget</b>
5101-00-6360 TRANS OUT GENERAL	0	0	0	0
5117-00-6360 TRANS OUT LEASE PURCHASE	768,812	726,596	741,788	733,025
<b>Transfer Out:</b>	<b>768,812</b>	<b>726,596</b>	<b>741,788</b>	<b>733,025</b>
<b>Expenditure Total:</b>	<b>768,812</b>	<b>726,596</b>	<b>741,788</b>	<b>733,025</b>

**FUND 21-JAIL  
PUBLIC SAFETY CENTER MAINTENANCE EXPENDITURES**

<b>21-0700-</b>	<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Estimate</b>	<b>2020 Budget</b>
21-6000 MAINTENANCE	0	0	0	0
00-6060 FRINGE BENEFITS	0	0	0	0
<b>Personnel Total:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
00-6100 OPERATING SUPPLIES	24,295	30,003	30,000	30,000
00-6103 MAINT-TELEPHONE	0	0	0	0
00-6104 UTILITIES	106,595	121,731	127,602	127,602
00-6110 INSURANCE	41,470	36,283	37,400	37,400
00-6120 MAINTENANCE CONTRACT	0	0	0	0
00-6123 REPAIRS EQUIP & MAINTENANCE	3,496	8,169	5,000	5,000
00-6504 FACILITIES EXPENSE	15,840	28,559	30,000	30,000
<b>Operating Expenditures:</b>	<b>191,696</b>	<b>224,745</b>	<b>230,002</b>	<b>230,002</b>
00-6228 CAPITAL OUTLAY	33,806	104,128	183,000	250,000
<b>Capital Expenditures:</b>	<b>33,806</b>	<b>104,128</b>	<b>183,000</b>	<b>250,000</b>
<b>Expenditure Total:</b>	<b>225,501</b>	<b>328,873</b>	<b>413,002</b>	<b>480,002</b>



# Moffat County Department of Human Services

We All Have Our Mountains to Climb



Human Services Director: Annette M. Norton  
Phone: 970-824-2828 x 2027  
Email: [annette.norton@state.co.us](mailto:annette.norton@state.co.us)

## **Mission:**

Partner with community organizations to collaborate and offer services, tools and resources to Moffat County residents that encourage stability through social, emotional and financial health.

## **Vision:**

Providing excellence in customer service by promoting stability to the residents of Moffat County.

## **Purpose:**

Our commitment is to leverage funding and maximize services to assist individuals and families in reaching goals. Our services promote safety and self-sufficiency by strengthening family functions and encouraging personal growth for a stronger community.

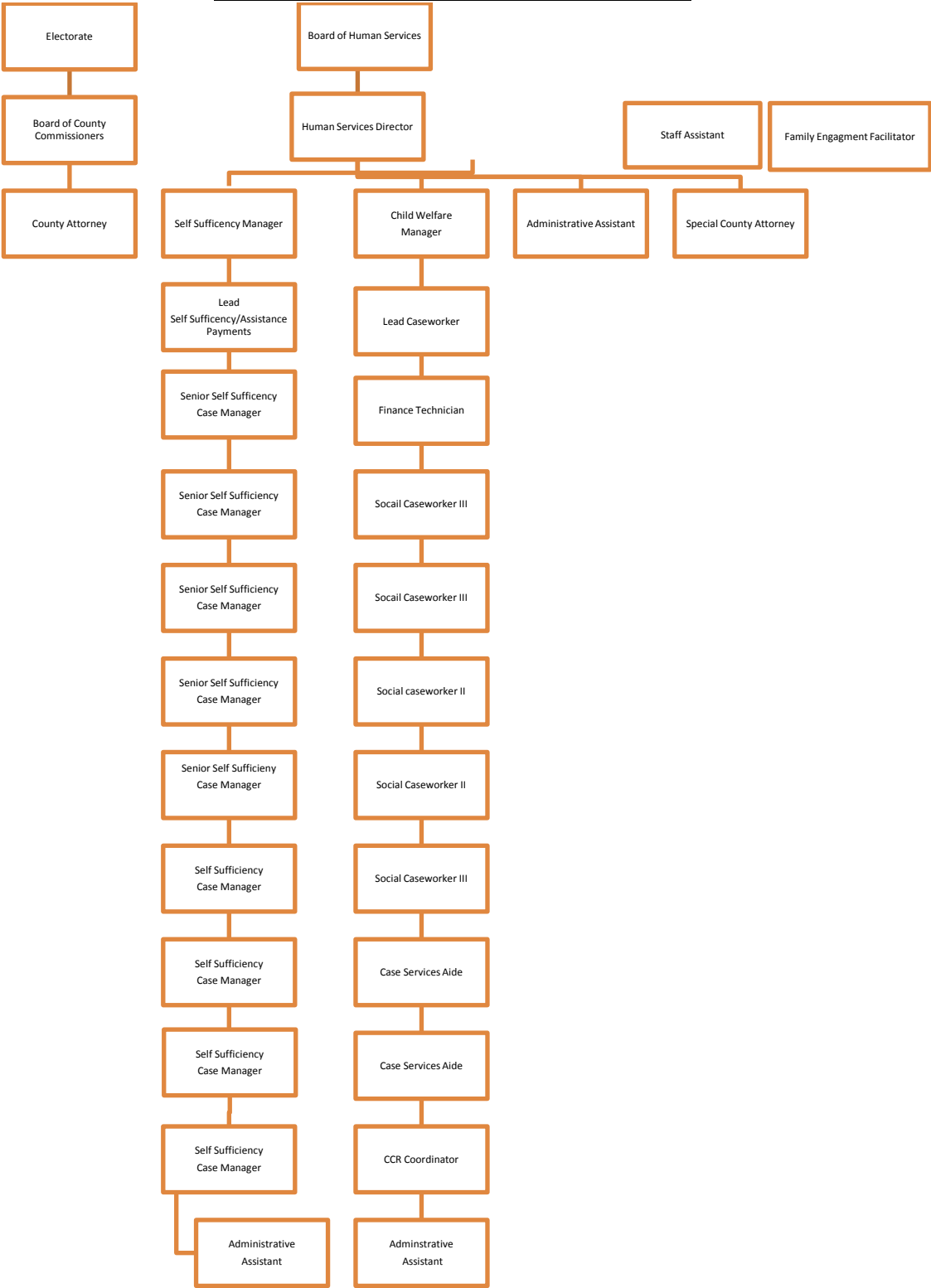


*Human Services Personnel Schedule*

<b>Position Title</b>	<b>FTE</b>
Social Services Director	1.00
Casework Services Manager	1.00
Self Sufficiency Manager	1.00
Lead Caseworker	1.00
Special County Attorney	1.00
Administrative Assistant	3.00
CCR/Finance Technician	1.00
Finance Specialist	1.00
Case Services Aide	2.00
Staff Assistant	1.00
Social Caseworker I	3.00
Social Caseworker II	2.00
Social Caseworker III	1.00
Self Sufficiency Case Manager	3.00
Senior Self Sufficiency Case Manager	6.0
Lead Self Sufficiency Case Manager	1.0
<b>Total</b>	<b>29.0</b>



## Human Services Organizational Chart





## Human Services Fund Summary

	2017 Actual	2018 Actual	2019 Estimate	2020 Budget
<b>Sources of Funds:</b>				
Property Taxes	\$ 446,074	\$ 432,776	\$ 450,257	\$ 463,396
Sales Tax	-	-	-	-
Specific Ownership Taxes	-	-	-	-
Licenses & Permits	-	-	-	-
Intergovernmental	5,147,987	4,953,279	4,788,579	5,049,678
Charges for Services	-	-	-	-
Miscellaneous	3,545	8,370	2,500	2,500
Interest	5,235	9,403	25,000	25,000
Transfer In	-	-	-	-
Fund Balance Used	32,914		86,234	713,340
<b>Total Sources of Funds</b>	<b>\$ 5,635,756</b>	<b>\$ 5,403,828</b>	<b>\$ 5,352,570</b>	<b>\$ 6,253,914</b>
<b>Uses of Funds:</b>				
Personnel	\$ 1,766,320	\$ 1,768,168	\$ 1,579,301	\$2,257,139
Operating	\$ 3,869,436	\$ 3,610,848	\$ 3,747,889	3,996,775
Capital Outlay	\$ -	\$ -	\$ 25,380	\$ -
Transfers Out	\$ -	\$ -	\$ -	\$ -
<b>Total Uses of Funds</b>	<b>\$ 5,635,756</b>	<b>\$ 5,379,016</b>	<b>\$ 5,352,570</b>	<b>\$ 6,253,914</b>
<b>Annual Net Activity</b>	<b>\$ (0)</b>	<b>\$ 24,811</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Cumulative Balance:</b>				
<b>Beginning Fund Balance</b>	<b>\$ 1,295,004</b>	<b>\$ 1,262,091</b>	<b>\$ 1,286,905</b>	<b>\$ 1,200,671</b>
Change in Fund Balance	(32,914)	24,811	(86,234)	(713,340)
<b>Ending Fund Balance</b>	<b>\$ 1,262,091</b>	<b>\$ 1,286,905</b>	<b>\$ 1,200,671</b>	<b>\$ 487,331</b>
<b>Fund Balance Designations:</b>				
<b>Restricted</b>				
Incentives	\$ 606,005	\$ 648,374	\$ 562,140	\$ -
60 Days Operating*	\$ 338,145	\$ 179,336	\$ 178,455	\$ 208,505
Countercyclical Reserve			\$ 75,000	\$ 75,000
Subsequent Year's Expenditures	\$ 317,941	\$ 459,195	\$ 385,077	\$ 203,826

\*Prior to 2018 Budget was 90 days operating, 60 days is a result of budget policy changes.



**FUND 22-HUMAN SERVICES  
REVENUES**

<b>22-</b>		<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Estimate</b>	<b>2020 Budget</b>
0000-4501	CURRENT PROPERTY	454,704	432,183	449,657	462,796
0000-4502	DELINQUENT PROPERTY	(9,201)	(14)	100	100
0000-4503	INTEREST & PENALTY	571	607	500	500
	<b>Property Taxes:</b>	<b>446,074</b>	<b>432,776</b>	<b>450,257</b>	<b>463,396</b>
0905-4840	MEDICAID TRANSPORTATION	66,728	58,000	58,000	58,000
0960-4840	CSBG	33,903	6,397	0	0
1200-4840	FC PARENTAL FEE INCENTIVES	662	4,554	0	0
1298-4840	IVE WAIVER	82,054	18,828	6,877	0
1502-4840	PATHWAYS TO SUCCESS	0	0	0	0
1505-4840	CW EDUCATIONAL STABILITY	0	0	0	5,769
1545-4840	CASEY FOUNDATION	0	0	0	500
1800-4840	CORE SERVICES	133,575	167,466	45,551	70,876
1845-4840	MENTAL HEALTH & SUB ABUSE	173,029	64,600	80,000	80,000
2300-4840	CHILD CARE PROG	91,181	94,508	83,126	217,120
2685-4840	CO COMMUNITY RESPONSE	14,473	43,823	37,212	66,361
2810-4840	CHAFEE PROGRAM	0	0	0	5,171
3200-4840	CHILD WELFARE PROGRAM	1,190,839	1,175,364	1,043,151	1,071,013
4050-4840	OAP	92,618	109,786	130,500	130,500
4200-4840	COLORADO WORKS	318,614	256,773	288,151	356,616
4400-4840	FRAUD INCENTIVES	5,034	6,368	14,623	0
4875-4840	AND	25,448	26,637	37,156	37,156
5000-4840	LEAP	147,975	176,950	173,244	173,244
5040-4840	HCPF GRANT-HC CONNECT	0	0	0	7,496
6020-4840	SNAP INCENTIVES	0	0	0	5,726
6000-4840	FOOD STAMPS	2,130,527	2,068,166	2,102,000	2,102,000
6155-4840	EMPLOYMENT 1ST	242	4,824	19,444	22,176
6156-4840	EMPLOYMENT 1ST INCENTIVES	3,510	1,739	8,562	0
6890-4840	COUNTY COST ALLOCATION	1,367	1,091	538	750
6900-4840	COLO REFUGEE & IMMIGRATION	0	0	0	200
7000-4840	REG ADMIN	456,258	0	486,964	455,183
8000-4840	CHILD SUPPORT	132,910	476,419	118,916	153,821
8020-4840	IVD FEDERAL INCENTIVES	22,390	139,661	22,000	22,000
8030-4840	IVD STATE INCENTIVES	14,309	22,144	25,380	0
8500-4840	AFDC RTND - CO PORTION OF C	7,924	20,639	6,943	8,000
8505-4840	IVD INFORCEMENT PASS THRU	684	6,752	0	0
9277-4840	FOSTER CARE RETENTION	443	1,681	241	0
9999-4840	CLAIM INTEREST MISC REV	1,290	106	0	0
	<b>Intergovernmental:</b>	<b>5,147,987</b>	<b>4,953,279</b>	<b>4,788,579</b>	<b>5,049,678</b>
0000-4800	COUNTY SALES & LEASE	2,964	2,825	2,500	2,500
0000-4840	PRIOR PERIOD ADJ	582	168	0	0
9500-4840	MISC REVENUE	0	5,377	0	0
	<b>Miscellaneous:</b>	<b>3,545</b>	<b>8,370</b>	<b>2,500</b>	<b>2,500</b>
0000-4801	INTEREST EARNED	5,235	9,403	25,000	25,000
	<b>Interest:</b>	<b>5,235</b>	<b>9,403</b>	<b>25,000</b>	<b>25,000</b>
	<b>Total Revenue:</b>	<b>5,363,848</b>	<b>5,403,828</b>	<b>5,266,336</b>	<b>5,540,574</b>



**FUND 22-HUMAN SERVICES  
EXPENDITURES**

<b>22-</b>	<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Estimate</b>	<b>2020 Budget</b>
GENERAL ASST	2,032	2,487	2,170	4,000
REGULAR ADMIN	562,413	553,767	625,579	667,077
AID TO THE NEEDY DISABLED	31,517	31,912	46,445	46,445
CHILD CARE	113,506	104,440	114,377	252,814
CHILD SUPPORT	220,994	232,624	202,175	255,063
COLORADO WORKS	388,562	343,144	343,763	418,597
FRAUD INCENTIVES	0	0	14,623	0
COLO REFUGEE & IMMIGRATION	0	0	0	200
COMMUNITY SERVICE BLOCK GRANT	33,915	6,397	0	0
EMPLOYMENT 1ST	116	6,755	37,607	56,399
FOOD STAMP PROGRAM	2,130,527	2,068,166	2,102,000	2,102,000
HS CONNECT	0	0	0	18,740
LEAP	147,975	176,950	173,244	173,244
MEDICAID TRANSPORTATION	66,728	58,000	58,000	58,000
OLD AGE PENSION	94,630	111,274	132,000	132,000
CHILD WELFARE	1,451,639	1,424,420	1,291,133	1,825,362
CORE SERVICES	140,827	175,246	59,185	84,730
MENTAL HEALTH & SUBSTANCE ABUSE	181,427	64,646	80,000	80,000
IV-D STATE INCENTIVES	0	(11,837)	25,380	0
IV-E WAIVER PROGRAM	82,054	18,828	6,877	0
COLORADO COMMUNITY RESPONSE	14,473	43,863	37,212	66,361
CW EDUCATIONAL STABILITY	0	0	0	7,211
CHAFEE PROGRAM	0	0	0	5,171
CASEY FAMILY PROGRAM	0	0	0	500
PATHWAYS TO SUCCESS	0	0	0	0
FOSTER CARE PARENTAL FEE INCENTIVES	0	0	0	0
AFDC RTND - CO PORTION OF COLLECTION	(27,578)	(33,761)	0	0
FOSTER CARE RETENTION GRANT	0	1,697	800	0
<b>Expenditure Total:</b>	<b>5,407,357</b>	<b>5,379,016</b>	<b>5,352,570</b>	<b>6,253,914</b>



# Public Health



**Public Health Director- Kari Ladrow, LCSW, MSW, CCM**

**Phone: 970-846-7525**

**Email: [kladrow@moffatcounty.net](mailto:kladrow@moffatcounty.net)**

## Mission Statement

Maintain and improve health of Moffat County residents through the assessment of community health status, policy development to support effective programs, and assurance of high quality effective education and services in compliance with Colorado Revised Statutes of the Department of Public Health and Environment 2017 Title 25.

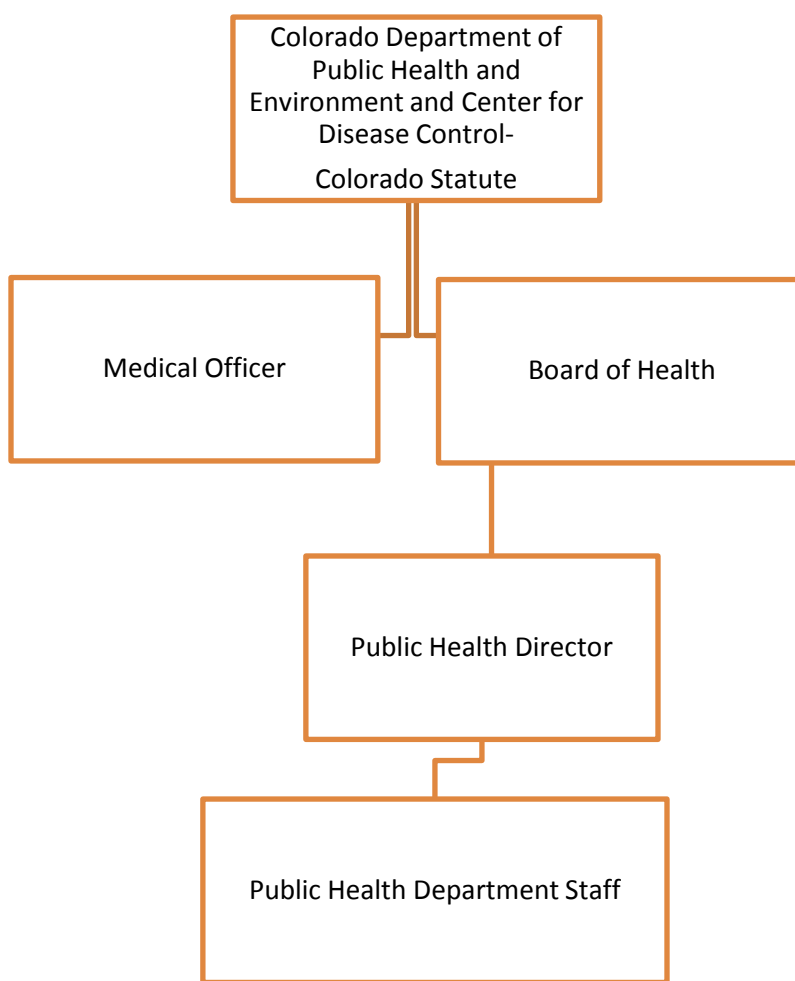
## Purpose of Department

- ✓ The Moffat County Public Health Department is a unique department that serves the residents of Moffat County. Programs that comprise the Health Department include: Communicable Disease Surveillance and Prevention, Maternal Child Health, Emergency Preparedness for Medical and Health Services, Child Fatality Reviews, Community Health Assessment Planning, Birth and Death Record Issuance and Immunizations.
- ✓ The Health Department work is prevention, not healthcare. In collaboration with the Board of Health and Medical Officer, the intent of the department is the utilization of data to inform best practices to impact Social Determinants of Health and the safety and wellness of the residents of Moffat County.



<i>Public Health Personnel Schedule</i>		
<b>Position Title</b>	<b>Budget Code Title</b>	<b>FTE</b>
Public Health Director	Contract Labor	0.00
Public Health Nurse	Public Health Nurse	1.00
<b>Total</b>		<b>1.00</b>

### Public Health Organizational Chart





# Public Health Fund Summary

	2017 Actual	2018 Actual	2019 Estimate	2020 Budget
<b><u>Sources of Funds:</u></b>				
Property Taxes	\$ -	\$ -	\$ -	\$ 165,284
Sales Tax	-	-	-	-
Specific Ownership Taxes	\$ -	-	-	-
Licenses & Permits	\$ -	-	-	-
Intergovernmental	\$ -	-	91,088	96,143
Charges for Services	\$ -	-	-	-
Miscellaneous	\$ -	-	-	-
Interest	\$ -	-	-	-
Transfer In	\$ -	-	127,897	-
Fund Balance Used	\$ -	-	-	-
<b>Total Sources of Funds</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 218,985</b>	<b>\$ 261,427</b>
<b><u>Uses of Funds:</u></b>				
Personnel	\$ -	\$ -	\$ 118,454	\$ 177,376
Operating	\$ -	\$ -	\$ 55,136	83,767
Capital Outlay	\$ -	\$ -	\$ -	\$ -
Transfers Out	\$ -	\$ -	\$ -	\$ -
<b>Total Uses of Funds</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 173,589</b>	<b>\$ 261,143</b>
<b>Annual Net Activity</b>	<b>0</b>	<b>0</b>	<b>45,396</b>	<b>284</b>
<b><u>Cumulative Balance:</u></b>				
<b>Beginning Fund Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 45,396</b>
Change in Fund Balance	-	-	45,396	284
<b>Ending Fund Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 45,396</b>	<b>\$ 45,680</b>
<b><u>Fund Balance Designations:</u></b>				
<b>Restricted</b>				
60 Days Operating	\$ -	\$ -	\$ 28,937	\$ 43,533
Public Health			\$ 16,459	\$ 2,147



**FUND 25-PUBLIC HEALTH FUND  
REVENUES**

<b>25-</b>		<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Estimate</b>	<b>2020 Budget</b>
9000-4501	TAXES CURRENT PROPERT	0	0	0	165,284
9000-4503	TAXES INTEREST PENALY	0	0	0	0
	<b>Property Taxes:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>165,284</b>
9000-4505	SALES TAX	0	0	0	0
	<b>Sales Tax:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
9200-4855	PUBLIC HEALTH	0	0	45,397	49,099
9200-4856	PUBLIC HEALTH & ENVIRONMENT	0	0	23,961	25,314
9200-4857	EMERGENCY PREPAREDNESS & RESPONSE	0	0	21,730	21,730
	<b>Intergovernmental:</b>	<b>0</b>	<b>0</b>	<b>91,088</b>	<b>96,143</b>
9500-4838	DONATIONS	0	0	0	0
9500-4840	MISC	0	0	0	0
	<b>Miscellaneous:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
9500-4801	MISC INTEREST EARNED	0	0	0	0
	<b>Interest:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
9901-4360	TRANSFER IN FROM GENERAL	0	0	127,897	0
	<b>Transfer In:</b>	<b>0</b>	<b>0</b>	<b>127,897</b>	<b>0</b>
	<b>Total Revenue:</b>	<b>0</b>	<b>0</b>	<b>218,985</b>	<b>261,427</b>



**FUND 25-PUBLIC HEALTH FUND  
PUBLIC HEALTH EXPENDITURES**

<b>25-0100-</b>	<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Estimate</b>	<b>2020 Budget</b>
02-6000 PUBLIC HEALTH NURSE	0	0	0	38,404
00-6046 CONTRACT LABOR	0	0	76,750	55,433
00-6060 FRINGE BENEFITS	0	0	0	19,169
00-6364 RETIREMENT	0	0	0	0
<b>Personnel Expenditures:</b>	<b>0</b>	<b>0</b>	<b>76,750</b>	<b>113,007</b>
00-6085 OFFICE SUPPLIES	0	0	2,500	2,500
00-6087 COPIES	0	0	0	1,500
00-6088 ADVERTISING	0	0	0	5,500
00-6090 COMPUTER EXPENSE/SERVICE	0	0	1,250	1,250
00-6100 OPERATING SUPPLIES	0	0	0	19,243
00-6103 TELEPHONE	0	0	0	500
00-6108 TRAVEL/STAFF DEVELOPMENT	0	0	1,000	5,500
00-6349 MISCELLANEOUS	0	0	1,000	16,000
<b>Operating Expenditures:</b>	<b>0</b>	<b>0</b>	<b>5,750</b>	<b>51,993</b>
00-6228 CAP OUTLAY	0	0	0	0
<b>Capital Expenditures:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Expenditure Total:</b>	<b>0</b>	<b>0</b>	<b>82,500</b>	<b>165,000</b>

**FUND 25-PUBLIC HEALTH FUND  
LOCAL EMERGENCY PREPAREDNESS EXPENDITURES**

<b>25-0200-</b>	<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Estimate</b>	<b>2020 Budget</b>
02-6000 PUBLIC HEALTH NURSE	0	0	0	8,411
00-6046 CONTRACT LABOR	0	0	16,505	3,942
00-6060 FRINGE BENEFITS	0	0	0	4,152
00-6364 RETIREMENT	0	0	0	0
<b>Personnel Expenditures:</b>	<b>0</b>	<b>0</b>	<b>16,505</b>	<b>16,505</b>
00-6085 OFFICE SUPPLIES	0	0	2,500	1,950
00-6087 COPIES	0	0	0	0
00-6088 ADVERTISING	0	0	0	0
00-6090 COMPUTER EXPENSE/SERVICE	0	0	0	0
00-6100 OPERATING SUPPLIES	0	0	0	0
00-6103 TELEPHONE	0	0	0	550
00-6108 TRAVEL/STAFF DEVELOPMENT	0	0	750	750
00-6349 MISCELLANEOUS	0	0	1,975	1,975
<b>Operating Expenditures:</b>	<b>0</b>	<b>0</b>	<b>5,225</b>	<b>5,225</b>
00-6228 CAP OUTLAY	0	0	0	0
<b>Capital Expenditures:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Expenditure Total:</b>	<b>0</b>	<b>0</b>	<b>21,730</b>	<b>21,730</b>



**FUND 25-PUBLIC HEALTH FUND  
LOCAL PLANNING AND COMMUNICABLE DISEASE EXPENDITURES**

<b>25-0300- LOCAL PLANNING</b>	<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Estimate</b>	<b>2020 Budget</b>
02-6000 PUBLIC HEALTH NURSE	0	0	0	16,377
00-6046 CONTRACT LABOR	0	0	14,109	4,103
00-6060 FRINGE BENEFITS	0	0	0	7,871
00-6364 RETIREMENT	0	0	0	0
<b>Personnel Expenditures:</b>	<b>0</b>	<b>0</b>	<b>14,109</b>	<b>28,350</b>
00-6079 PROF/SERVICES OTHER	0	0	14,109	0
00-6085 OFFICE SUPPLIES	0	0	0	0
00-6087 COPIES	0	0	0	0
00-6088 ADVERTISING	0	0	0	0
00-6090 COMPUTER EXPENSE/SERVICE	0	0	0	0
00-6100 OPERATING SUPPLIES	0	0	0	1,500
00-6103 TELEPHONE	0	0	0	0
00-6108 TRAVEL/STAFF DEVELOPMENT	0	0	0	1,000
00-6349 MISCELLANEOUS	0	0	0	1,069
<b>Operating Expenditures:</b>	<b>0</b>	<b>0</b>	<b>14,109</b>	<b>3,569</b>
00-6228 CAP OUTLAY	0	0	0	0
<b>Capital Expenditures:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Expenditure Total:</b>	<b>0</b>	<b>0</b>	<b>28,217</b>	<b>31,919</b>

**FUND 25-PUBLIC HEALTH FUND  
LOCAL PLANNING AND COMMUNICABLE DISEASE EXPENDITURES**

<b>25-0301- MATERNAL CHILD HEALTH</b>	<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Estimate</b>	<b>2020 Budget</b>
02-6000 PUBLIC HEALTH NURSE	0	0	0	7,692
00-6046 CONTRACT LABOR	0	0	7,590	3,625
00-6060 FRINGE BENEFITS	0	0	0	3,797
00-6364 RETIREMENT	0	0	0	0
<b>Personnel Expenditures:</b>	<b>0</b>	<b>0</b>	<b>7,590</b>	<b>15,114</b>
00-6079 PROF/SERVICES OTHER	0	0	7,590	0
00-6085 OFFICE SUPPLIES	0	0	0	0
00-6087 COPIES	0	0	0	0
00-6088 ADVERTISING	0	0	0	0
00-6090 COMPUTER EXPENSE/SERVICE	0	0	0	0
00-6100 OPERATING SUPPLIES	0	0	0	66
00-6103 TELEPHONE	0	0	0	0
00-6108 TRAVEL/STAFF DEVELOPMENT	0	0	0	0
00-6349 MISCELLANEOUS	0	0	0	0
<b>Operating Expenditures:</b>	<b>0</b>	<b>0</b>	<b>7,590</b>	<b>66</b>
00-6228 CAP OUTLAY	0	0	0	0
<b>Capital Expenditures:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Expenditure Total:</b>	<b>0</b>	<b>0</b>	<b>15,180</b>	<b>15,180</b>



**FUND 25-PUBLIC HEALTH FUND  
LOCAL PLANNING AND COMMUNICABLE DISEASE EXPENDITURES**

<b>25-0302- CHILD FATALITY</b>	<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Estimate</b>	<b>2020 Budget</b>
02-6000 PUBLIC HEALTH NURSE	0	0	0	1,006
00-6046 CONTRACT LABOR	0	0	1,000	397
00-6060 FRINGE BENEFITS	0	0	0	497
00-6364 RETIREMENT	0	0	0	0
<b>Personnel Expenditures:</b>	<b>0</b>	<b>0</b>	<b>1,000</b>	<b>1,900</b>
00-6079 PROF/SERVICES OTHER	0	0	1,000	0
00-6085 OFFICE SUPPLIES	0	0	0	0
00-6087 COPIES	0	0	0	0
00-6088 ADVERTISING	0	0	0	0
00-6090 COMPUTER EXPENSE/SERVICE	0	0	0	0
00-6100 OPERATING SUPPLIES	0	0	0	100
00-6103 TELEPHONE	0	0	0	0
00-6108 TRAVEL/STAFF DEVELOPMENT	0	0	0	0
00-6349 MISCELLANEOUS	0	0	0	0
<b>Operating Expenditures:</b>	<b>0</b>	<b>0</b>	<b>1,000</b>	<b>100</b>
00-6228 CAP OUTLAY	0	0	0	0
<b>Capital Expenditures:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Expenditure Total:</b>	<b>0</b>	<b>0</b>	<b>2,000</b>	<b>2,000</b>

**FUND 25-PUBLIC HEALTH FUND  
IMMUNIZATIONS EXPENDITURES**

<b>25-0400-</b>	<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Estimate</b>	<b>2020 Budget</b>
02-6000 PUBLIC HEALTH NURSE	0	0	0	0
00-6046 CONTRACT LABOR	0	0	2,500	2,500
00-6060 FRINGE BENEFITS	0	0	0	0
00-6364 RETIREMENT	0	0	0	0
<b>Personnel Expenditures:</b>	<b>0</b>	<b>0</b>	<b>2,500</b>	<b>2,500</b>
00-6079 PROF/SERVICES OTHER	0	0	21,462	22,814
00-6085 OFFICE SUPPLIES	0	0	0	0
00-6087 COPIES	0	0	0	0
00-6088 ADVERTISING	0	0	0	0
00-6090 COMPUTER EXPENSE/SERVICE	0	0	0	0
00-6100 OPERATING SUPPLIES	0	0	0	0
00-6103 TELEPHONE	0	0	0	0
00-6108 TRAVEL/STAFF DEVELOPMENT	0	0	0	0
00-6349 MISCELLANEOUS	0	0	0	0
<b>Operating Expenditures:</b>	<b>0</b>	<b>0</b>	<b>21,462</b>	<b>22,814</b>
00-6228 CAP OUTLAY	0	0	0	0
<b>Capital Expenditures:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Expenditure Total:</b>	<b>0</b>	<b>0</b>	<b>23,962</b>	<b>25,314</b>







# Museum of Northwest Colorado



**Museum Director: Dan Davidson**

**Phone: 970-824-6360**

**Email: [ddavidson@moffatcounty.net](mailto:ddavidson@moffatcounty.net)**

## **Mission Statement:**

It is the mission of the Museum of Northwest Colorado to acquire and preserve objects and information concerning social and natural history with primary emphasis upon Northwest Colorado and surrounding areas. Such objects and information are utilized for education, research, interpretation and exhibition, and for increasing public awareness/understanding/appreciation of the human and natural heritage of the area. The Museum also preserves sites of historical importance. Through these pursuits, the Museum of Northwest Colorado strives to enhance the quality of life for the residents of the area and provide economic benefit by promoting its facilities/sites as visitor and community resources.

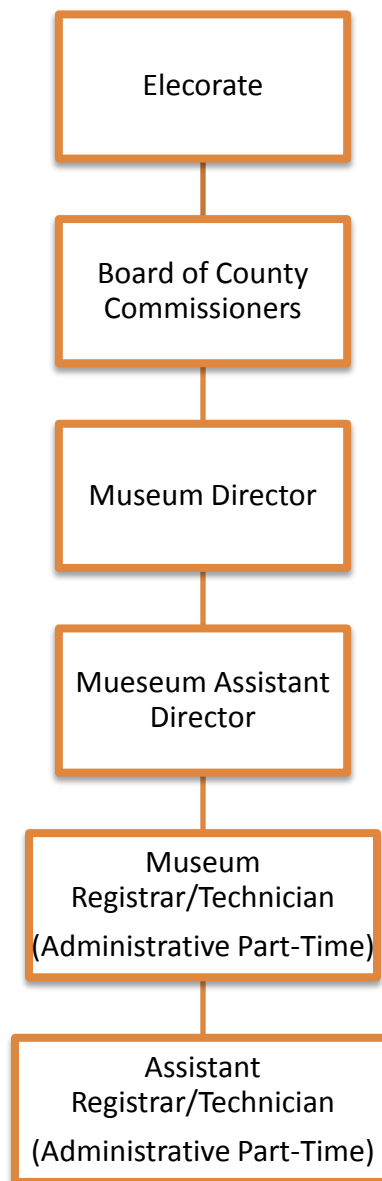
## **Purpose of Department:**

- ✓ Our current objective is to operate on a daily basis, while strategically determining direction, growth, and financial stability.



<i>Museum Personnel Schedule</i>		
<b>Positon Title</b>	<b>Budget Code Title</b>	<b>FTE</b>
Museum Director	Museum Director	1.00
Asst Museum Director/Pub Info Advisor	Museum Assistant Director	0.75
Museum Registrar/Technician	Administrative Part-Time	0.70
Assistant Registrar/Technician	Administrative Part-Time	1.08
<b>Total</b>		<b>3.53</b>

### Museum Organizational Chart





## Museum Fund Summary

	2017 Actual	2018 Actual	2019 Estimate	2020 Budget
<b><u>Sources of Funds:</u></b>				
Property Taxes	\$ -	\$ -	\$ -	\$ -
Sales Tax	-	-	-	-
Specific Ownership Taxes	-	-	-	-
Licenses & Permits	-	-	-	-
Intergovernmental	6,682	-	-	-
Charges for Services	-	-	-	-
Miscellaneous	82,198	78,614	69,900	351,400
Interest	-	-	-	-
Transfer In	213,901	118,451	-	-
Fund Balance Used	233	79,045	198,205	-
<b>Total Sources of Funds</b>	<b>\$ 303,014</b>	<b>\$ 276,110</b>	<b>\$ 268,105</b>	<b>\$ 351,400</b>
<b><u>Uses of Funds:</u></b>				
Personnel	\$ 228,859	\$ 221,931	\$ 216,839	\$ 243,055
Operating	\$ 74,152	\$ 54,178	\$ 38,766	69,166
Capital Outlay	\$ -	\$ -	\$ 12,500	\$ -
Transfers Out	\$ -	\$ -	\$ -	\$ -
<b>Total Uses of Funds</b>	<b>\$ 303,011</b>	<b>\$ 276,109</b>	<b>\$ 268,105</b>	<b>\$ 312,221</b>
<b>Annual Net Activity</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>39,179</b>
<b><u>Cumulative Balance:</u></b>				
<b>Beginning Fund Balance</b>	<b>\$ 467,342</b>	<b>\$ 467,109</b>	<b>\$ 388,064</b>	<b>\$ 189,859</b>
Change in Fund Balance	(233)	(79,045)	(198,205)	39,179
<b>Ending Fund Balance</b>	<b>\$ 467,109</b>	<b>\$ 388,064</b>	<b>\$ 189,859</b>	<b>\$ 229,038</b>
<b><u>Fund Balance Designations:</u></b>				
<b>Nonspendable</b>				
Inventory	\$ 28,152	\$ 25,052	\$ 25,052	\$ 25,052
<b>Restricted</b>				
Museum Minerals	\$ 381,544	\$ 363,012	\$ 164,807	\$ 203,986
<b>Assigned</b>				
Subsequent Year's Expendi	\$ 57,414	\$ -	\$ -	\$ -



**FUND 29-MUSEUM FUND  
REVENUES**

<b>29-</b>		<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Estimate</b>	<b>2020 Budget</b>
9000-4505	SALES TAX	0	0	0	0
	<b>Sales Tax:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
9200-4841	MUSEUM GRANT	6,682	0	9,640	0
	<b>Intergovernmental:</b>	<b>6,682</b>	<b>0</b>	<b>9,640</b>	<b>0</b>
9500-4640	MINERAL ROYALTIES	15,483	18,608	11,000	10,000
9500-4641	MINERAL LEASE	16,000	0	0	0
9500-4530	SALE OF ASSETS	113	0	0	0
9500-4834	WALK IN DONATIONS	5,969	7,570	11,000	11,000
9500-4837	SHOP	15,062	20,046	20,000	15,000
9500-4838	DONATIONS	28,407	30,477	27,000	15,000
9500-4846	MISC	298	802	400	400
9500-4853	CITY OF CRAIG	0	0	0	300,000
9800-4546	REIMB MUSEUM MISC	864	1,110	500	0
	<b>Miscellaneous:</b>	<b>82,196</b>	<b>78,612</b>	<b>69,900</b>	<b>351,400</b>
9500-4801	MISC INTEREST EARNED	0	0	0	0
	<b>Interest:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
9901-4360	TRANSFER IN FROM GENERAL	213,901	118,451	0	0
	<b>Transfer In:</b>	<b>213,901</b>	<b>118,451</b>	<b>0</b>	<b>0</b>
	<b>Total Revenue:</b>	<b>302,779</b>	<b>197,063</b>	<b>79,540</b>	<b>351,400</b>



**FUND 29-MUSEUM FUND  
EXPENDITURES**

<b>29-0100-</b>	<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Estimate</b>	<b>2020 Budget</b>
02-6000 MUSEUM DIRECTOR	65,249	65,501	66,002	67,725
03-6000 MUSEUM ASSISTANT DIRECTOR	48,349	50,359	50,584	48,672
31-6000 ADMINISTRATIVE PART-TIME	52,181	44,289	32,859	53,892
00-6034 OVERTIME	102	0	0	0
00-6038 LONGEVITY	2,600	2,610	2,630	2,704
00-6046 CONTRACT LABOR	0	0	9,600	0
00-6060 FRINGE BENEFITS	53,512	52,064	48,011	62,914
00-6364 RETIREMENT	6,865	7,109	7,153	7,146
<b>Personnel Expenditures:</b>	<b>228,859</b>	<b>221,931</b>	<b>216,839</b>	<b>243,055</b>
00-6087 COPIES	2,374	2,300	2,416	2,416
00-6088 ADVERTISING	7,839	1,764	400	8,000
00-6099 DISPLAY SUPPLIES	3,366	81	5,000	10,000
00-6100 OPERATING SUPPLIES	8,720	2,566	3,000	6,000
00-6103 TELEPHONE	3,452	2,981	2,500	3,000
00-6104 UTILITIES	6,977	8,219	7,650	7,650
00-6108 TRAVEL/STAFF DEVELOPMENT	130	553	100	1,000
00-6117 INVENTORY/GIFT SHOP	12,934	12,357	8,500	12,000
00-6119 RENT - LEASING	3,987	0	0	0
00-6124 REPAIRS BUILDING	13,518	13,102	6,500	8,000
00-6137 MINERALS TAXES	712	899	1,100	1,000
00-6167 HISTORIC PUBLICATIONS	3,125	1,476	1,500	10,000
00-6210 MINERALS ADVERTISING	0	0	0	0
00-6255 SPECIAL PROJECTS	6,263	7,853	0	0
00-6256 MINERALS RECORDING/LEGAL	757	28	100	100
<b>Operating Expenditures:</b>	<b>74,152</b>	<b>54,178</b>	<b>38,766</b>	<b>69,166</b>
00-6220 CAP OUTLAY OFFICE EQUIP	0	0	0	0
00-6228 CAP OUTLAY	0	0	12,500	0
<b>Capital Expenditures:</b>	<b>0</b>	<b>0</b>	<b>12,500</b>	<b>0</b>
<b>Expenditure Total:</b>	<b>303,011</b>	<b>276,109</b>	<b>268,105</b>	<b>312,221</b>

**FUND 29-MUSEUM FUND  
MUSEUM MINERAL LEASE TRANSFER OUT EXPENDITURES**

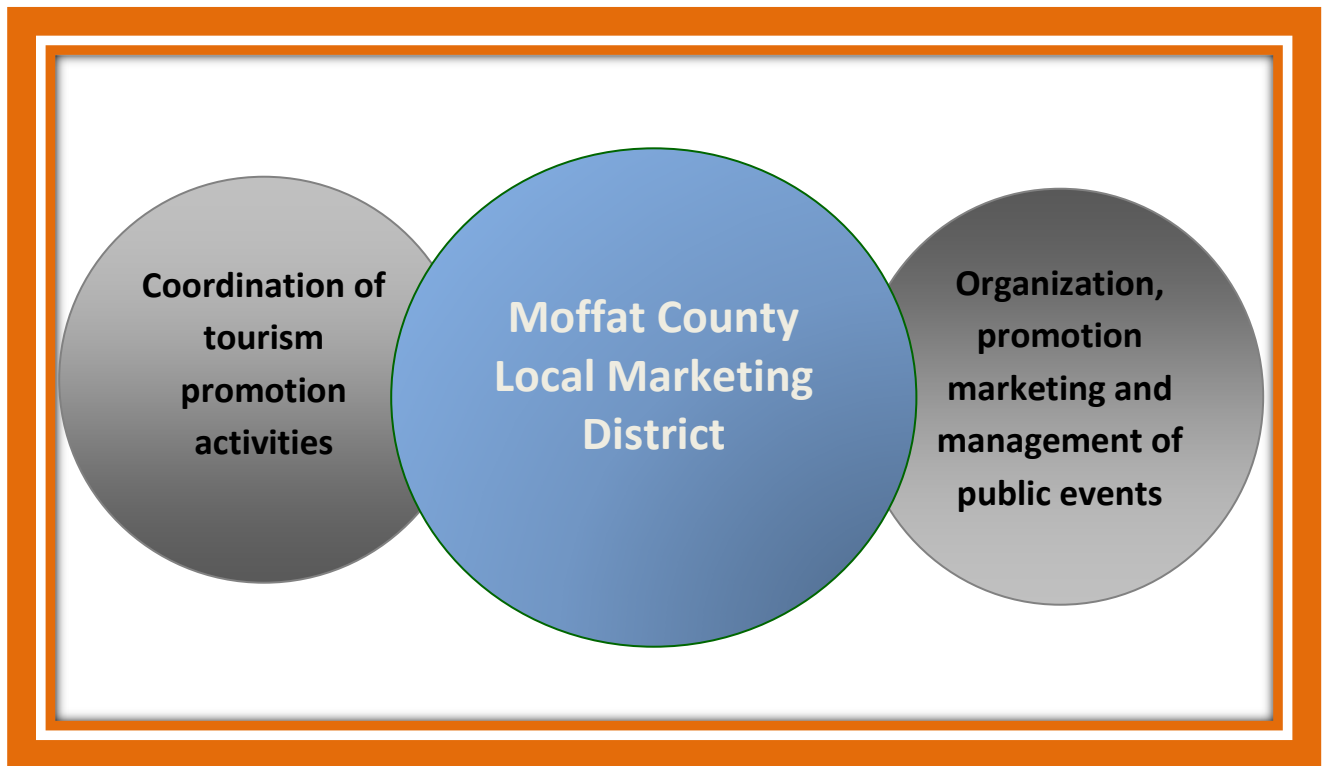
<b>29-5101-</b>	<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Estimate</b>	<b>2020 Budget</b>
00-6360 TRANSFER OUT GENERAL FUND	0	0	0	0
<b>Transfer Out:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>







# Moffat County Local Marketing District

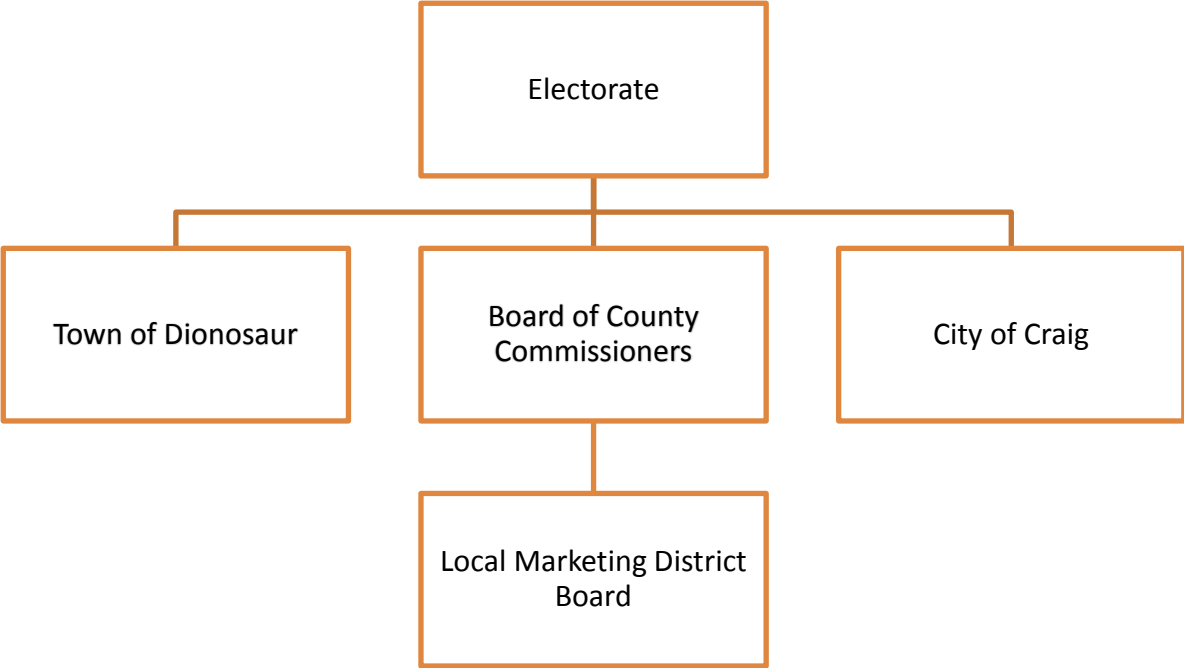


## ***Purpose of Department:***

- The Moffat County Local Marketing District (MCLMD) is a combination district consisting of City of Craig, Town of Dinosaur and Moffat County and will be authorized but not limited to:
  - ✓ Coordination of tourism promotion activities
  - ✓ Coordination and support of activities in support of business recruitment, management and development
  - ✓ Organization, promotion, marketing and management of public events
  - ✓ Overseeing collection and disbursement of four percent marketing and promotion tax for rooms and accommodations sold in the City of Craig, Town of Dinosaur and Moffat County.



**Moffat County Local Marketing District Organizational Chart**





**RESOLUTION NO. 19 (2019)**

**A RESOLUTION APPROVING THE MOFFAT COUNTY LOCAL MARKETING DISTRICT ("MCLMD") OPERATING PLAN FOR THE YEAR 2020.**

WHEREAS, pursuant to Colorado Revised Statutes 29-25-110, an operating plan for the Moffat County Local Marketing District (henceforth called MCLMD) is required to be approved or disapproved by December 5, 2019 for the next fiscal year, which will be for the year commencing January 1, 2020 and ending on December 31, 2020; and

WHEREAS, the current Board of Directors of the MCLMD has been appointed pursuant to C.R.S. Section 29-25-108(1)(b), and also pursuant to Resolutions passed by the City Council of Craig, the Moffat County Board of County Commissioners, and the Town Council of Dinosaur; and

WHEREAS, the Board of Directors of the MCLMD has filed an operating plan and its proposed budget for the next fiscal year with the clerks of the three entities consisting of the City Council of Craig, the Moffat County Board of County Commissioners, and the Town Council of Dinosaur as required by C.R.S. Section 29-25-110; and

WHEREAS, the Operating Plan must be approved or disapproved by the City of Craig, the Town of Dinosaur and by Moffat County within thirty days after receipt of such operating plan and all requested documentation relating thereto, but not later than December 5, 2019, and


WHEREAS, the City of Craig City Council is acting as a member of the combination of local governments required to approve or disapprove the operating plan of the MCLMD.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF CRAIG, COLORADO:**

The 2020 Operating Plan of the Moffat County Local Marketing District is hereby approved and adopted.

READ AND APPROVED THIS 26<sup>th</sup> DAY OF NOVEMBER 2019 BY THE CITY COUNCIL FOR THE CITY OF CRAIG, COLORADO.

ATTEST:

  
Liz White, City Clerk



Jarrod Ogden, Mayor



**TOWN OF DINOSAUR**  
**RESOLUTION NO. 5**

A RESOLUTION OF THE DINOSAUR TOWN COUNCIL APPROVING THE 2020 STRATEGIC PLAN AND BUDGET FROM THE MOFFAT COUNTY LOCAL MARKETING DISTRICT ("MCLMD") AS ITS OPERATING PLAN FOR THE YEAR 2020.

WHEREAS, pursuant to Colorado Revised Statutes Section 29-25-110, an operating plan for the Moffat County Local Marketing District (henceforth called "MCLMD") is required to be approved or disapproved by December 5, 2019 for the next fiscal year, which will be for the year commencing January 1, 2020 and ending on December 31, 2020; and

WHEREAS, the current Board of Directors of the MCLMD has been appointed pursuant to C.R.S. Section 29-25-108(1)(b), and also pursuant to Resolutions passed by the City Council of Craig, the Moffat County Board of County Commissioners, and the Town Council of Dinosaur; and

WHEREAS, the Board of Directors of the MCLMD has filed a document called "2020 Strategic Plan", setting forth its operating plan and its proposed budget for the next fiscal year with the clerks of the three entities consisting of the City Council of Craig, the Moffat County Board of County Commissioners, and the Town Council of Dinosaur as required by C.R.S. Section 29-25-110; and

WHEREAS, the Operating Plan must be approved or disapproved by the City of Craig, the Town of Dinosaur and by Moffat County within thirty days after receipt of such operating plan and all requested documentation relating thereto, but not later than December 5, 2019, and

WHEREAS, the Dinosaur Town Council is acting as a member of the combination of local governments required to approve or disapprove the operating plan of the MCLMD.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF DINOSAUR, MOFFAT COUNTY, COLORADO:


Section 1. The 2020 Operating Plan of the Moffat County Local Marketing District, delivered electronically in final format on November 12, 2019, is hereby approved and adopted.

INTRODUCED, READ, PASSED, AND ADOPTED at a regular meeting of the Town Council of the Town of Dinosaur, Colorado, held on 11-21, 2019.

TOWN OF DINOSAUR, COLORADO

  
L.D. Smith, Mayor

ATTEST:

  
Tamara Long, Town Clerk  
Moffat County



RESOLUTION 2019 - 113

**A RESOLUTION APPROVING THE 2020 STRATEGIC PLAN AND BUDGET FROM THE MOFFAT COUNTY LOCAL MARKETING DISTRICT ("MCLMD") AS ITS OPERATING PLAN FOR THE YEAR 2020**

WHEREAS, pursuant to C.R.S. §29-25-110, an Operating Plan for the Moffat County Local Marketing District (henceforth called "MCLMD") is required to be approved or disapproved by December 5, 2019 for the next fiscal year, which is the year commencing January 1, 2020 and ending on December 31, 2020; and

WHEREAS, the current Board of Directors of the MCLMD has been appointed pursuant to C.R.S. §29-25-108 (1)(b), and also pursuant to Resolutions passed by the City Council of Craig, the Board of County Commissioners of Moffat County, and the Town Council of Dinosaur; and

WHEREAS, the Board of Directors of the MCLMD has filed a document called "2020 Strategic Plan", setting forth its operating plan and proposed budget for the next fiscal year with the clerks of the three entities consisting of the City Council of Craig, the Board of County Commissioners of Moffat County, and the Town Council of Dinosaur as required by C.R.S. §29-25-110; and

WHEREAS, the Operating Plan of the MCLMD for 2020, must be approved or disapproved by the governing bodies of the City of Craig, the Town of Dinosaur and by Moffat County within thirty (30) days after receipt of such operating plan and all requested documentation relating thereto, and

WHEREAS, the Board of County Commissioners of Moffat County is acting as a member of the combination of local governments required to approve or disapprove the Operating Plan and proposed budget of the MCLMD for 2020.

NOW, THEREFORE, BE IT RESOLVED BY THE MOFFAT COUNTY BOARD OF COUNTY COMMISSIONERS, MOFFAT COUNTY, COLORADO:

The Operating Plan and proposed budget of the Moffat County Local Marketing District for 2020 as presented by the Moffat County Local Marketing District on October 26, 2019, and delivered electronically in final format on November 7, 2019, is hereby APPROVED and ADOPTED.

READ and APPROVED this 12<sup>th</sup> day of November, 2019, by the Moffat County Board of County Commissioners, Moffat County, Colorado.

MOFFAT COUNTY BOARD OF COUNTY COMMISSIONERS


  
\_\_\_\_\_  
Don Cook, Chair

STATE OF COLORADO     )  
                                      )ss.  
COUNTY OF MOFFAT     )

I, Erin Miller, Ex-Officio to the Board of County Commissioners, do hereby certify that the above and forgoing is a true and complete copy of the Resolution as adopted by the Board of County Commissioners on the date stated.

Witness my hand and seal of the County this 12<sup>th</sup> day of November, 2019.



  
\_\_\_\_\_  
Erin Miller, Ex-Officio to the Board of County Commissioners, Moffat County, State of Colorado



MCLMD

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# 2020 Strategic Plan

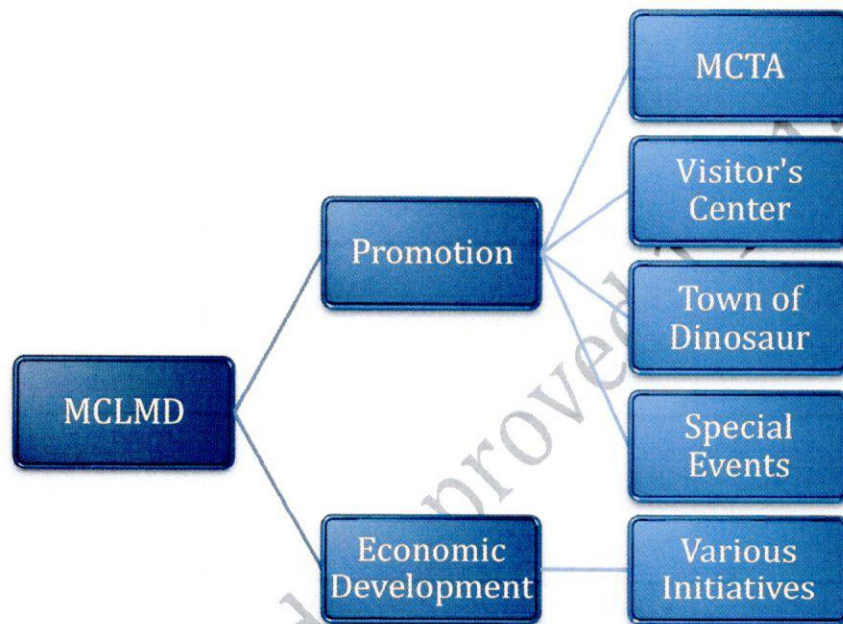
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Moffat County Local Marketing District



## Mission

The Moffat County Local Marketing District (MCLMD) will support, enhance and encourage initiatives that promote Moffat County as a premier recreation / tourism destination; and create economic diversification, development and stability.



## Background

The MCLMD board continues to maintain its key stakeholder partnerships with Moffat County Tourism Association (MCTA), Craig Chamber of Commerce, City of Craig, Moffat County, and the Town of Dinosaur.

All of these entities are vested in the future success of Moffat County. As the reality of a reduced presence of coal generated energy sets in; it is imperative that the aforementioned entities recognize the urgency of creating and sustaining a diverse economy and expedite efforts to achieve this paradigm shift. As MCLMD plans for 2020 and beyond, we understand the urgency and plan to aggressively pursue those strategies and initiatives that will strengthen our economy and tourism industry.



MCLMD continues to maintain a consistent income stream. It is imperative that we leverage this past, present, and future income stream to fund projects and strategies that will provide long term tangible results. MCLMD and its income stream cannot act alone. For Moffat County to successfully transition to its next economic reality; all partners must work together to maximize the investment of time, money, and community resources.

MCLMD is limited in how it can spend its money. This limitation creates a perfect opportunity for the municipal entities to transform their investment in promotion and economic development into projects that are tangible and deliverable to the citizens of Moffat County. As we turn the page of the past and write Moffat County's future, all stakeholders need to understand that creativity and ingenuity, not history and bureaucracy, will be the cornerstones of Moffat County's future success.

## 2020 Strategic Plan

The 2020 Strategic Plan continues to focus on our Cornerstone Projects while also assisting in the funding of events to draw tourists to Moffat County. The MCLMD will continue to uphold the will of the voters to implement a plan to diversify and develop the Moffat County economy, and to effectively promote its physical attributes. We expect that the Ex Officio Board be constructive and critical in its review of this plan. The MCLMD will use this feedback to evaluate the strengths and weaknesses of this plan.

For 2020, the MCLMD strategic plan will be focused on four areas. Those areas include, 1.) Economic Development; 2.) Community Marketing; 3.) Cornerstone Projects; and 4.) Signature Event Support. This plan will be governed by C.R.S. 29-25-101. This plan will also be governed by collaboration between MCLMD, MCTA, and the Visitor's Center (both Craig and Dinosaur) and other governmental entities as necessary. Input will also be solicited from the Craig Chamber of Commerce and Downtown Business Association to collaborate on other projects that will promote Moffat County and develop its economy.

### Economic Development

1. Moffat County faces the reality that three major employers will have shut down operations or significantly scaled back their operations within the next ten years. Depending on the political climate, this reality could be expedited. MCLMD will support any efforts to identify alternative uses for our natural resources or industries that can capitalize on the infrastructure already created by such entities. MCLMD will also assist in other strategies designed to diversify and stabilize our local economy.



### Community Marketing and Signature Events

1. MCLMD sees the need for an effective promotion of Moffat County, not only for recreation but also to attract businesses. The opportunity to promote various economic opportunity zones is time sensitive and MCLMD wants to assist in anyway possible to expedite a prospectus for investors.
2. MCLMD will allocate funds to support the signature events held in Moffat County. These funds will be allocated with stipulations that each event will be evaluated based on its role in community development, number of visitors attracted, and how the event correlates to Moffat County's future vision. Special events should enhance community development.
3. Provide financial support to the Moffat County Visitor's Center subject to a review of a detailed and complete financial information regarding operating expenses and revenues.
4. Identify and develop easily instituted tracking mechanisms to measure impact of special events in increasing visitor traffic to Moffat County.
5. Based on natural resources, identify new signature event capitalizing on outdoor recreation (hang-gliding, mountain biking, ATV, etc.)
6. Provide a consistent and predictable funding process for event funding. This entails having two grant request / allocation periods. The first period will be held in November and the second period held in April. Requests for funding must be received by the 31<sup>st</sup> of October and 31<sup>st</sup> of March. No other event funding requests will be accepted during the year unless extraordinary circumstances exist as determined by a majority of the MCLMD Board of Directors.

### Cornerstone Projects for 2020

1. **Recreation Center Support** – Provide financial support to assist in the initial plan drawings and efforts to educate the community on the financial and social impact of the recreation center on the community and its individuals.
2. **Wayfinding Signage** – Financial support for the county wide effort to increase signage our local attractions.



3. **Community Marketing** – Financially support efforts to unify and modernize the advertising of Moffat County to potential business owners and new citizens.
4. **Economic Development** – Provide financial support for economic development initiatives as presented by various local organizations.
5. **Town of Dinosaur Project Development and Strategic Support** – Set aside line item reserve to fund any projects or support any activities that fulfill the 2020 LMD objectives as previously mentioned.

### 2020 Budget Strategy

Based on the 2020 strategic plan and objectives listed above, the LMD Board proposes to amend the budget to reflect the following allocation strategy.

- Estimated 2020 Lodging Tax Revenue: \$250,000
- Additionally the MCLMD earmarks \$250,000 of its historical revenue for new and emerging initiative/projects surfacing in 2020 requiring investment from MCLMD. This creates a possible total expenditure budget of \$500,000.
- Signature Events - \$50,000
- MCTA Allocation – 10% (estimated \$25,000)
- Moffat County Visitor's Center - \$25,000
- Cornerstone Projects – \$300,000
- Broadband Initiative Support - \$100,000

While this strategy references 2020, it is the intent of the LMD to provide annual, consistent funding to MCTA, and the Moffat County Visitor's Center. The LMD Board hopes this annual commitment will allow other stakeholders (e.g. the County and City) to partner with LMD to address the capital components of projects supporting the LMD vision. By offering these annual commitments, it is not LMD's intent or expectation that Moffat County, the City of Craig, and the Town of Dinosaur abandon past support for economic development, tourism, and promotion. To rely solely on LMD to support these activities would be short sighted for a community aggressively pursuing future strategies to improve and stabilize economic conditions and the quality of life.



**Moffat County Local Marketing District  
Fund Summary**

	2017 Actual	2018 Actual	2019 Estimate	2020 Budget
<b><u>Sources of Funds:</u></b>				
Property Taxes	\$ -	\$ -	\$ -	\$ -
Sales Tax	310,224	251,324	250,000	250,000
Specific Ownership Taxes	-	-	-	-
Licenses & Permits	-	-	-	-
Intergovernmental	-	-	-	-
Charges for Services	-	-	-	-
Miscellaneous	-	-	-	-
Interest	-	-	-	-
Transfer In	-	-	-	-
Fund Balance Used	-	-	-	250,000
<b>Total Sources of Funds</b>	<b>\$ 310,224</b>	<b>\$ 251,324</b>	<b>\$ 250,000</b>	<b>\$ 500,000</b>
<b><u>Uses of Funds:</u></b>				
Personnel	\$ 8,452	\$ -	\$ -	0
Operating	\$ 115,686	\$ 140,258	\$ 145,488	500,000
Capital Outlay	\$ -	\$ -	\$ -	\$ -
Transfers Out	\$ -	\$ -	\$ -	\$ -
<b>Total Uses of Funds</b>	<b>\$ 124,138</b>	<b>\$ 140,258</b>	<b>\$ 145,488</b>	<b>\$ 500,000</b>
<b>Annual Net Activity</b>	<b>\$ 186,086</b>	<b>\$ 111,066</b>	<b>104,512</b>	<b>0</b>
<b><u>Cumulative Balance:</u></b>				
<b>Beginning Fund Balance</b>	<b>\$ 252,634</b>	<b>\$ 438,720</b>	<b>\$ 549,786</b>	<b>\$ 654,298</b>
Change in Fund Balance	186,086	111,066	104,512	(250,000)
<b>Ending Fund Balance</b>	<b>\$ 438,720</b>	<b>\$ 549,786</b>	<b>\$ 654,298</b>	<b>\$ 404,298</b>
<b><u>Fund Balance Designations:</u></b>				
<b>Restricted</b>				
Marketing Promotion	\$ 438,720	\$ 549,786	\$ 654,298	\$ 404,298



**FUND 31-MOFFAT COUNTY LOCAL MARKETING DISTRICT  
REVENUES**

<b>31-</b>		<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Estimate</b>	<b>2020 Budget</b>
9000-4509	TAXES	310,224	251,324	250,000	250,000
	<b>Sales Taxes:</b>	<b>310,224</b>	<b>251,324</b>	<b>250,000</b>	<b>250,000</b>
9500-4840	MISC REVENUE	0	0	13,625	0
	<b>Miscellaneous:</b>	<b>0</b>	<b>0</b>	<b>13,625</b>	<b>0</b>
9500-4801	MISC INTEREST EARNED	0	0	0	0
	<b>Interest:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total Revenue:</b>	<b>310,224</b>	<b>251,324</b>	<b>263,625</b>	<b>250,000</b>



**FUND 31-MOFFAT COUNTY LOCAL MARKETING DISTRICT  
EXPENDITURES**

<b>31-</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
	<b>Actual</b>	<b>Actual</b>	<b>Estimate</b>	<b>Budget</b>
00-6046 CONTRACT LABOR (TEMP)	8,452	0	0	0
<b>Personnel Expenditures:</b>	<b>8,452</b>	<b>0</b>	<b>0</b>	<b>0</b>
00-6076 PROF SERV LEGAL	6,982	4,161	0	0
00-6085 OFFICE SUPPLIES	31	42	0	0
00-6086 POSTAGE	0	62	64	0
00-6087 COPIES	94	0	0	0
00-6100 OPERATING SUPPLIES	0	849	0	0
00-6108 TRAVEL/STAFF DEVELOPMENT	2,010	1,166	0	0
00-6110 INSURANCE	1,869	1,879	1,822	0
00-6124 TOURISM ACTIVITIES & DEVELOPMENT	21,001	38,136	38,083	50,000
00-6201 MARKETING	20,000	0	0	50,000
00-6326 EVENT FUNDING	0	0	57,825	50,000
00-6349 MISCELLANEOUS	63,700	93,963	10,400	0
00-6370 ECON DEVELOP/DIVERSE PROJECTS	0	0	37,294	350,000
<b>Operating Expenditures:</b>	<b>115,686</b>	<b>140,258</b>	<b>145,488</b>	<b>500,000</b>
00-6220 CAP OUTLAY OFFICE EQUIP	0	0	0	0
<b>Expenditure Total:</b>	<b>124,138</b>	<b>140,258</b>	<b>145,488</b>	<b>500,000</b>







## Capital Improvement Program

The Capital Improvement Program (CIP) is a multi-year planning tool to identify and implement the County's short-term and long-term capital needs. The CIP totals \$3,700,069 for 2020. The 2020 CIP includes projects not only for the 2020 budget but projections of the next five-years for County buildings, equipment, technology, vehicles and roads.

The CIP is the result of significant collaboration between the following departments: Development Services, Grounds & Building, Fairgrounds, Landfill, Parks & Recreation, Road and Bridge, Weed & Pest, Information Technology Department and the Finance Department and also reflects input from other County departments. The commendable work of all parties is reflected in the CIP.

### 2020 Capital Improvement Plan

The 2020 CIP includes improvements in four categories of projects:

- Equipment/Vehicle Replacement \$1,206,371
- Facility Improvements \$2,195,698
- Road Maintenance \$280,000
- Technology Improvements \$18,000

Category	2019				
	Rollover	2020	2021-2022	2023-2025	
<b>EQUIPMENT/VEHICLE REPLACEMENT</b>	\$ -	\$ 1,206,371	\$ 2,223,869	\$ 5,551,888	\$
<b>FACILITY IMPROVEMENTS</b>	\$ 746,113	\$ 1,449,585	\$ 582,856	\$ 4,753,500	\$
<b>AIRPORT MAINTENANCE</b>	\$	\$	\$	\$	\$
<b>ROAD MAINTENANCE</b>	\$	\$	\$	\$	\$
Preventative Maintenance	\$	\$ 280,000	\$ 1,008,000	\$ 1,097,000	\$
Asphalt Projects	\$	\$	\$	\$	\$
Asphalt Reconstruction	\$	\$	\$	\$	\$
Bridge Repair/Replacement	\$	\$	\$	\$	\$
<b>TOTAL ROAD MAINTENANCE</b>	\$ -	\$ 280,000	\$ 1,008,000	\$ 1,097,000	\$
<b>TECHNOLOGY IMPROVEMENTS</b>	\$	\$	\$	\$	\$
Computer Rotation	\$	\$ 18,000	\$ 36,000	\$ 54,000	\$
<b>TOTAL TECHNOLOGY IMPROVEMENTS</b>	\$ -	\$ 18,000	\$ 36,000	\$ 54,000	\$
<b>GRAND TOTALS</b>	\$ 746,113	\$ 2,953,956	\$ 3,850,725	\$ 11,456,388	\$

2020 Includes costs for specific projects, while future years only reflect estimated costs. Actual costs in future years are based on CIP projections according to current asset costs.

### Road Maintenance

The objective of the Road and Bridge Department is to provide and maintain a safe and adequate road system for the unincorporated areas of Moffat County. In addition to general maintenance, this budget includes the cost of engineering, construction, and maintenance of the 1,700 miles of the County road system. The Departments activities include: street overlays, replacement of signs, culverts and cattle guards, road surface maintenance, chip seals, patching, shoulder repairs, removal of roadside debris, storm patrol, storm cleanup, and providing requested service to other County departments.



## Overview of the 2020 CIP

The County's Capital Improvement Program (CIP) is a multi-year planning tool to identify and implement short-term and long-term capital needs. Capital projects included in the CIP include acquisitions, additions, improvements, and non-routine maintenance to County-owned facilities, and roads that generally equal or exceed \$25,000 and have a useful life of at least five years. In addition, the plan also includes capital equipment and vehicle replacements that equal or exceed \$5,000 and have a useful life of at least two years.

In order to maintain assets at a level adequate to protect the county's capital investment and to minimize future maintenance and replacement costs, the CIP plan provides guidance in the capital replacement rotation and capital improvement needs according to 10 year projections and will be updated and adopted on an annual basis.

The County's 2020 CIP includes a total of \$3.7 million in 5 categories of projects. This amount is a \$567,402 decrease over the 2019 budget figure of \$4,267,471 or a 13.3% decrease.

### Facility Improvements Projects

These capital investments help ensure safe and appropriate facilities for County employees and the public. These facilities include the Courthouse, Public Safety Center, Road and Bridge Offices and Shops, Human Service Building, Libraries, Community Centers, and parks and open space facilities. The 2020 CIP shows funding for facilities from county funds or from Conservation Trust Funds. The County owned mineral revenue is being designated as follows per Resolution 2006-137 Designation of Revenue in Capital Projects Fund:

- 15% of the revenue for Courthouse Expansion/Major Renovations
- 15% of the revenue for Senior Housing Improvements/Addition
- 25% of the revenue for a multiuse building at the Fairgrounds
- 45% of the revenue for yet to be determined capital improvements
- 

As of the end of 2020 these categories have the following estimated balances:

- Courthouse Expansion/Major Renovations \$527,917
- Senior Housing Improvements/Addition \$486,073
- Multiuse Building at Fairgrounds \$826,024
- Yet to be Determined Capital Improvements \$2,997,561

## Equipment/Vehicle Replacement

### **Equipment/Vehicle Replacement**

It is Moffat County's goal to continue to maintain our equipment and vehicles to ensure employee safety as well as improved efficiency. The replacement schedule for equipment and vehicles varies by department, types of equipment, and the usage. Developmental Services also works with Departments to research best value for Equipment Purchases and, if needed, prepares the bid process.

Due to the struggles with revenue shortfalls and capital improvement needs, a 10 year Capital Improvement Plan (CIP) has been developed to address vehicle and equipment rotation along with building improvements. Typically, a CIP is built on a rotation basis such as vehicles rotate every 5 years or 100,000 miles. The CIP for Moffat County is based off of scoring mechanisms to identify the highest replacement need from usage. For example: an older vehicle that may have low miles due to in town use may not be a high need of replacement and will stay on the rotation until the mileage and condition of the vehicle is scored for highest replacement need.



### Summary of Proposed Equipment/Vehicle Replacements

Equipment/Vehicle Description	2019 Rollover	2020	2021-2022	2023-2025
Airport Utility Vehicle	\$	\$	\$	8,980 \$
<b>Airport Fund Sub-Total</b>	\$ -	\$ -	\$ -	8,980 \$
Assessor Vehicles	\$	\$	\$	21,295 \$
Cemetery Pickups	\$	\$	33,000 \$	\$
Cemetery Utility Vehicles	\$	\$	\$	10,000 \$
Cemetery Tractor	\$	43,000 \$	\$	28,739 \$
Commissioners Vehicles	\$	39,000 \$	\$	64,457 \$
Development Services Vehicles	\$	\$	22,129 \$	\$
Fairgrounds Mower	\$	\$	\$	19,809 \$
Fairgrounds Pickups	\$	\$	\$	33,000 \$
Fairgrounds Toolcats	\$	36,000 \$	\$	48,067 \$
Fairgrounds Tractors	\$	\$	\$	33,548 \$
Fairgrounds Utility Vehicle	\$	\$	8,041 \$	\$
Grounds & Building Pickups	\$	33,000 \$	33,000 \$	\$
Maybell Fire Pickup	\$	\$	\$	14,643 \$
Maybell Fire Fire Truck	\$	\$	\$	110,760 \$
Maybell Park Vehicle	\$	\$	22,496 \$	\$
Parks & Rec Bobcat	\$	\$	\$	4,782 \$
Parks & Rec Ice Resurfacer	\$	\$	44,288 \$	\$
Parks & Rec Mower	\$	\$	45,475 \$	\$
Parks & Rec Pickup	\$	\$	\$	22,923 \$
Parks & Rec Tractor	\$	\$	\$	45,894 \$
Parks & Rec Utility Vehicle	\$	11,000 \$	8,945 \$	\$
Pest Management Foggers	\$	7,325 \$	14,985 \$	\$
Pest Management ATVs	\$	\$	27,846 \$	\$
Pest Management Mixing/Loading Equip	\$	\$	\$	5,000 \$
Pest Management Pickups	\$	33,000 \$	33,000 \$	363,000 \$
Pest Management Sprayers	\$	\$	7,291 \$	10,650 \$
Pest Management Utility Vehicles	\$	11,500 \$	12,069 \$	45,483 \$
Sheriff Vehicles	\$	70,000 \$	40,614 \$	353,275 \$
Sheriff Patrol Car Radios	\$	5,040 \$	\$	\$
Sherman Youth Camp Generator	\$	\$	8,351 \$	21,080 \$
<b>General Fund Sub-Total</b>	\$ -	288,865 \$	361,530 \$	1,256,405 \$
Pickups and Vans	\$	137,848 \$	165,000 \$	459,295 \$
End Dumps	\$	\$	\$	108,659 \$
Tractor Trucks	\$	\$	105,683 \$	529,840 \$
Motor Graders	\$	644,658 \$	644,658 \$	1,611,645 \$
Loaders & Backhoes	\$	\$	389,108 \$	828,275 \$
Trailers	\$	\$	\$	27,405 \$
Dozers	\$	\$	499,194 \$	\$
Misc. Equipment	\$	62,000 \$	\$	193,452 \$
Crusher Equipment	\$	\$	\$	486,559 \$
<b>Road &amp; Bridge Fund Sub-Total</b>	\$ -	844,506 \$	1,803,643 \$	4,245,130 \$



Equipment/Vehicle Description	2019 Rollover	2020	2021-2022	2023-2025
Vehicle	\$ -	\$	\$ 14,908	\$
<b>Library Fund Sub-Total</b>	\$ -	\$ -	\$ 14,908	\$ -
	\$	\$	\$	\$
Passenger Van	\$	\$ 25,000	\$	\$
Minivan(s)	\$	\$	\$ 14,905	\$
<b>Seniors Fund Sub-Total</b>	\$ -	\$ 25,000	\$ 14,905	\$ -
	\$	\$	\$	\$
Transport Vehicle	\$ -	\$ 48,000	\$	\$
<b>Jail Fund Sub-Total</b>	\$ -	\$ 48,000	\$ -	\$ -
	\$	\$	\$	\$
Vehicle(s) Replacement	\$	\$	\$ 28,883	\$ 41,374
<b>Human Service Fund Sub-Total</b>	\$ -	\$ -	\$ 28,883	\$ 41,374
	-	1,206,371	2,223,869	5,551,888

## Facility Improvements

### FACILITY IMPROVEMENTS

The County Grounds & Building Department is responsible for all building and space maintenance for County buildings. In total, the department maintains 39,625 sq. ft. of buildings. The Development Services Department examines facilities throughout the county, determines requirements for improvements, and makes recommendations to Department Heads and Commissioners for upcoming needs. Funding in future fiscal years is indicated for planning purposes only and subject to available funding and approval by the Board of County Commissioners.

### Summary of Proposed Facility Improvements

Facility Improvement Description	2019 Rollover	2020	2021-2022	2023-2025
Hanger Exterior Repair	\$	\$	\$	\$ 35,000
<b>Airport Fund Sub-Total</b>	\$ -	\$ -	\$ -	\$ 35,000
	\$	\$	\$	\$
Cemetery Shop Maint (paint and insulate)	\$	\$	\$	\$ 10,000
Sherman Youth Camp Building Siding Repair	\$	\$	\$ 30,000	\$
<b>General Fund Sub-Total</b>	\$ -	\$ -	\$ 30,000	\$ 10,000
	\$	\$	\$	\$
Craig Cold Storage Lighting	\$	\$	\$ 5,000	\$
Dinosaur House	\$	\$	\$ 15,000	\$
Hamilton Shop Replacement	\$	\$	\$	\$ 55,000
Maybell Shop Reskin Siding	\$	\$	\$	\$ 180,000
Vermillion Creek Shop, House and Water System	\$	\$	\$	\$ 200,000
<b>Road &amp; Bridge Fund Sub-Total</b>	\$ -	\$ -	\$ 20,000	\$ 435,000



Facility Improvement Description	2019			
	Rollover	2020	2021-2022	2023-2025
Airport Hanger Exterior Repair/Paint	\$	\$	\$	\$
<b>Airport Fund Sub-Total</b>	\$ -	\$ -	\$ -	\$ 35,000
Courthouse Emergency	\$	\$ 15,000	\$	\$
Courthouse ADA, Security Upgrades	\$ 350,000	\$	\$ 331,056	\$
Courthouse Zeroscaping	\$	\$ 5,000	\$	\$
Fairgrounds Indoor Arena Disposal/Replacement	\$	\$	\$	\$ 4,250,000
Fairground Arena "A" Fan	\$	\$ 12,800	\$ 12,800	\$
Fairground Bathhouse Restroom Remodel	\$	\$	\$ 15,000	\$
Fairground Fencing	\$	\$	\$ 100,000	\$
Fairground Sign	\$	\$	\$ 26,000	\$
Finance Accounting System Upgrade	\$	\$ 575,000	\$	\$
Loudy Simpson Caretaker House Siding/Roof	\$	\$ 35,000	\$	\$
Loudy Simpson Concession Stand	\$ 2,976	\$	\$	\$
Loudy Simpson Ice Rink Overhead Door	\$	\$ 20,000	\$	\$
Loudy Simpson Ice Rink Office Heating Unit	\$	\$ 10,000	\$	\$
Loudy Simpson Power Infrastructure	\$	\$ 435,000	\$	\$
Pest Management AG Building Lighting	\$	\$ 20,000	\$	\$
Road & Bridge Craig Shop & Office HVAC	\$ 70,000	\$	\$	\$
Road & Bridge Maybell Shop Roof	\$ 60,222	\$	\$	\$
Museum LED Lighting	\$	\$ 5,000	\$	\$
Outdoor Structure Paint	\$	\$	\$	\$ 8,500
<b>Capital Fund Sub-Total</b>	\$ 483,198	\$ 1,132,800	\$ 484,856	\$ 4,258,500
Loudy Simpson Boat Ramp, River Access Improvements (CPW Grant \$116,000)	\$ 150,000	\$	\$	\$
<b>Conservation Trust Fund Sub-Total</b>	\$ 150,000	\$ -	\$ -	\$ -
MWWTF Pump Replacement	\$	\$	\$	\$ 15,000
<b>Maybell Waste Water Treatment Fund Sub-T</b>	\$ -	\$ -	\$ -	\$ 15,000
Boiler Replacement	\$	\$ 32,000	\$	\$
Door Control System	\$ 5,000	\$	\$	\$
Flooring Replacement	\$	\$ 35,000	\$	\$
Garage Lighting	\$ 15,000	\$	\$	\$
Garage Expansion Lighting	\$ 15,000	\$	\$	\$
Stainless Stalls	\$ 56,377	\$ 43,623	\$	\$
Roof Top Units	\$ 21,538	\$ 26,462	\$ 48,000	\$
<b>Jail Fund Sub-Total</b>	\$ 112,915	\$ 137,085	\$ 48,000	\$ -
Component Unit Various Projects	\$	\$ 179,700	\$	\$
<b>Component Unit Sub-Total</b>	\$ -	\$ 179,700	\$ -	\$ -
	\$ 746,113	\$ 1,449,585	\$ 582,856	\$ 4,753,500







# Memorial Regional Health



**Memorial Regional Health**  
**Memorial Regional Health Board of Trustees**  
**750 Hospital Loop**  
**Craig, CO 81625**  
**970-824-9411**  
[info@memorialrh.org](mailto:info@memorialrh.org)

## **Purpose of Department:**

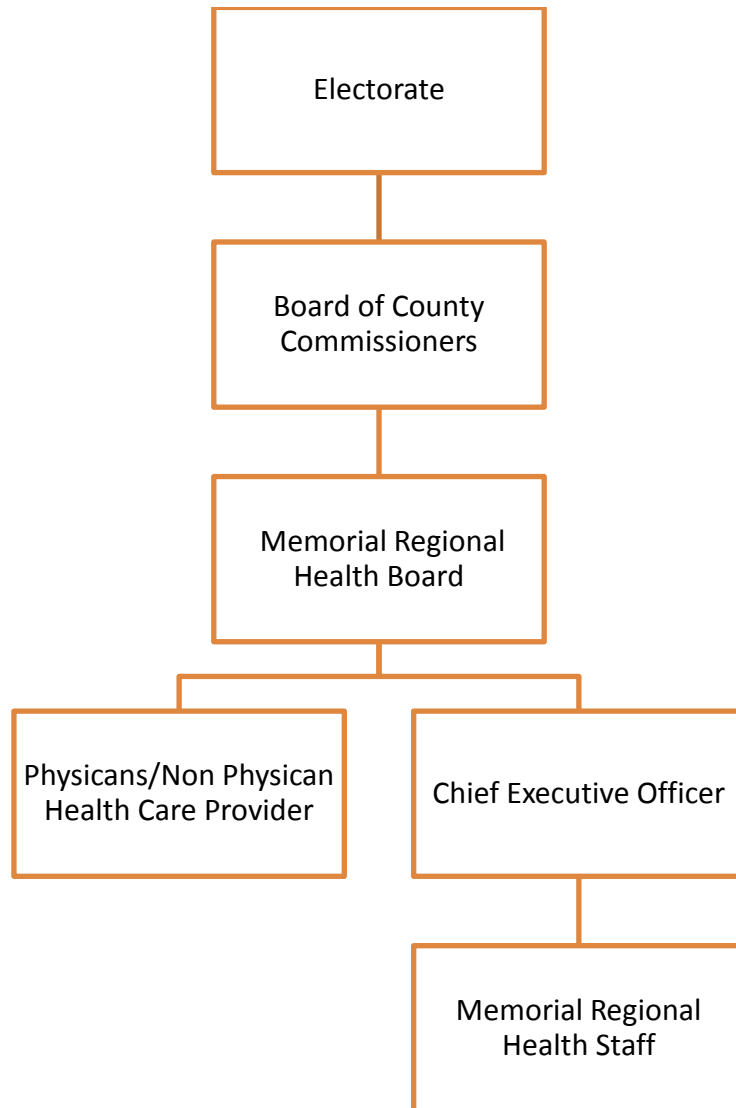
Memorial Regional Health includes a 25-bed hospital, multi-specialty medical clinics located in Craig and Steamboat and a rehabilitation center located in and focused on caring for Northwest Colorado.

Following a vote of the people to support a new hospital, MRH opened a new 25-bed hospital in 2009. In September of 2019, a newly constructed, adjacent medical office building opened to accommodate the growing number of physicians and providers.

At MRH, we pride ourselves in taking care of you like family. Many of you know our staff as not only healthcare experts, but friends and neighbors as well. We are dedicated to helping you, personally, reach optimum health, and to increasing the health of our community as a whole. Together, we're stronger. When you choose MRH, you choose Craig.



**The Memorial Regional Health Organizational Chart**





## The Memorial Hospital Fund Summary

	2017 Actual	2018 Actual	2019 Estimate	2020 Budget
<b>Sources of Funds:</b>				
Property Taxes	\$ 1,211,192	\$ 1,156,192	\$ 1,205,782	\$ 1,239,831
Sales Tax	-	-	-	-
Specific Ownership Taxes	-	-	-	-
Licenses & Permits	-	-	-	-
Intergovernmental	-	-	-	-
Charges for Services	52,192,607	59,132,487	63,233,970	66,637,742
Miscellaneous	274,742	769,770	1,550,856	1,572,469
Interest	-	-	-	-
Transfer In	-	-	-	-
Fund Balance Used		2,213,339	2,570,071	1,333,321
<b>Total Sources of Funds</b>	<b>\$ 53,678,541</b>	<b>\$ 63,271,788</b>	<b>\$ 68,560,679</b>	<b>\$ 70,783,363</b>
<b>Uses of Funds:</b>				
Personnel	\$ 29,275,982	\$ 37,025,132	\$ 40,756,696	\$ 42,075,276
Operating	\$ 24,006,355	\$ 26,246,656	\$ 27,803,984	28,708,087
Capital Outlay	\$ -	\$ -	\$ -	\$ -
Transfers Out	\$ -	\$ -	\$ -	\$ -
<b>Total Uses of Funds</b>	<b>\$ 53,282,337</b>	<b>\$ 63,271,788</b>	<b>\$ 68,560,680</b>	<b>\$ 70,783,363</b>
<b>Annual Net Activity</b>	<b>\$ 396,204</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Cumulative Balance:</b>				
<b>Beginning Fund Balance*</b>	<b>\$ 12,244,065</b>	<b>\$ 12,640,269</b>	<b>\$ 10,426,930</b>	<b>\$ 7,856,859</b>
Change in Fund Balance	396,204	(2,213,339)	(2,570,071)	(1,333,321)
<b>Ending Fund Balance</b>	<b>\$ 12,640,269</b>	<b>\$ 10,426,930</b>	<b>\$ 7,856,859</b>	<b>\$ 6,523,538</b>
<b>Fund Balance Designations:</b>				
<b>Assigned</b>				
County Hospital	12,640,269	10,426,930	7,856,859	6,523,538



**THE MEMORIAL HOSPITAL  
REVENUES**

<b>Account Number &amp; Title</b>	<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Estimate</b>	<b>2020 Budget</b>
TAXES CURRENT PROPERTY	1,211,192	1,156,192	1,205,782	1,239,831
<b>Property Taxes:</b>	<b>1,211,192</b>	<b>1,156,192</b>	<b>1,205,782</b>	<b>1,239,831</b>
COUNTY SALES & LEASE			-	-
<b>Intergovernmental:</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
CHARGES - PATIENT	48,151,222	63,352,974	105,185,976	113,721,282
DEDUCTIONS	(5,404,023)	(4,220,487)	(41,952,006)	(47,083,540)
<b>Charges for Services:</b>	<b>52,192,607</b>	<b>59,132,487</b>	<b>63,233,970</b>	<b>66,637,742</b>
RENTS	-	-	-	-
OTHER	147,738	250,366	1,371,793	1,375,500
CONTRIBUTIONS	127,004	519,404	179,063	196,969
ADJUST INVSESTMENTS TO MARKET	-	-	-	-
<b>Miscellaneous:</b>	<b>274,742</b>	<b>769,770</b>	<b>1,550,856</b>	<b>1,572,469</b>
INTEREST	-	-	-	-
<b>Interest:</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Revenue:</b>	<b>53,678,541</b>	<b>61,058,449</b>	<b>65,990,608</b>	<b>69,450,042</b>

**THE MEMORIAL HOSPITAL  
EXPENDITURES**

<b>Account Number &amp; Title</b>	<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Estimate</b>	<b>2020 Budget</b>
SALARIES & FRINGE	29,275,982	37,025,132	40,756,696	42,075,276
<b>Personnel Expenditures:</b>	<b>29,275,982</b>	<b>37,025,132</b>	<b>40,756,696</b>	<b>42,075,276</b>
OPERATING	18,520,066	20,519,637	22,157,278	21,192,689
INTEREST & AMORITZATION	1,596,674	1,152,861	1,136,865	2,227,800
DEPRECIATION	3,009,446	3,024,499	2,854,761	4,057,000
LOSS ON INVESTMENT	0	682,876	1,655,080	1,230,598
COST OF ISSUANCE	880,169	866,783	0	0
<b>Operating Expenditures:</b>	<b>24,006,355</b>	<b>26,246,656</b>	<b>27,803,984</b>	<b>28,708,087</b>
CAPITAL OUTLAY	0	0	0	0
<b>Capital Expenditures:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Expenditure Total:</b>	<b>53,282,337</b>	<b>63,271,788</b>	<b>68,560,680</b>	<b>70,783,363</b>



# Housing Authority



*Sunset Meadows I*

*Sunset Meadows II*



**Housing Authority  
The Housing Authority Board  
Sunset Meadows I  
633 Ledford Street  
Phone: 970-824-3660  
Craig, CO 81625**

## **Mission Statement:**

It is the mission of the Moffat County Housing Authority and its staff to provide a safe, clean, well-maintained, comfortable and pleasant environment in which senior citizens may actively live while providing quick and conscientious response to tenant needs.

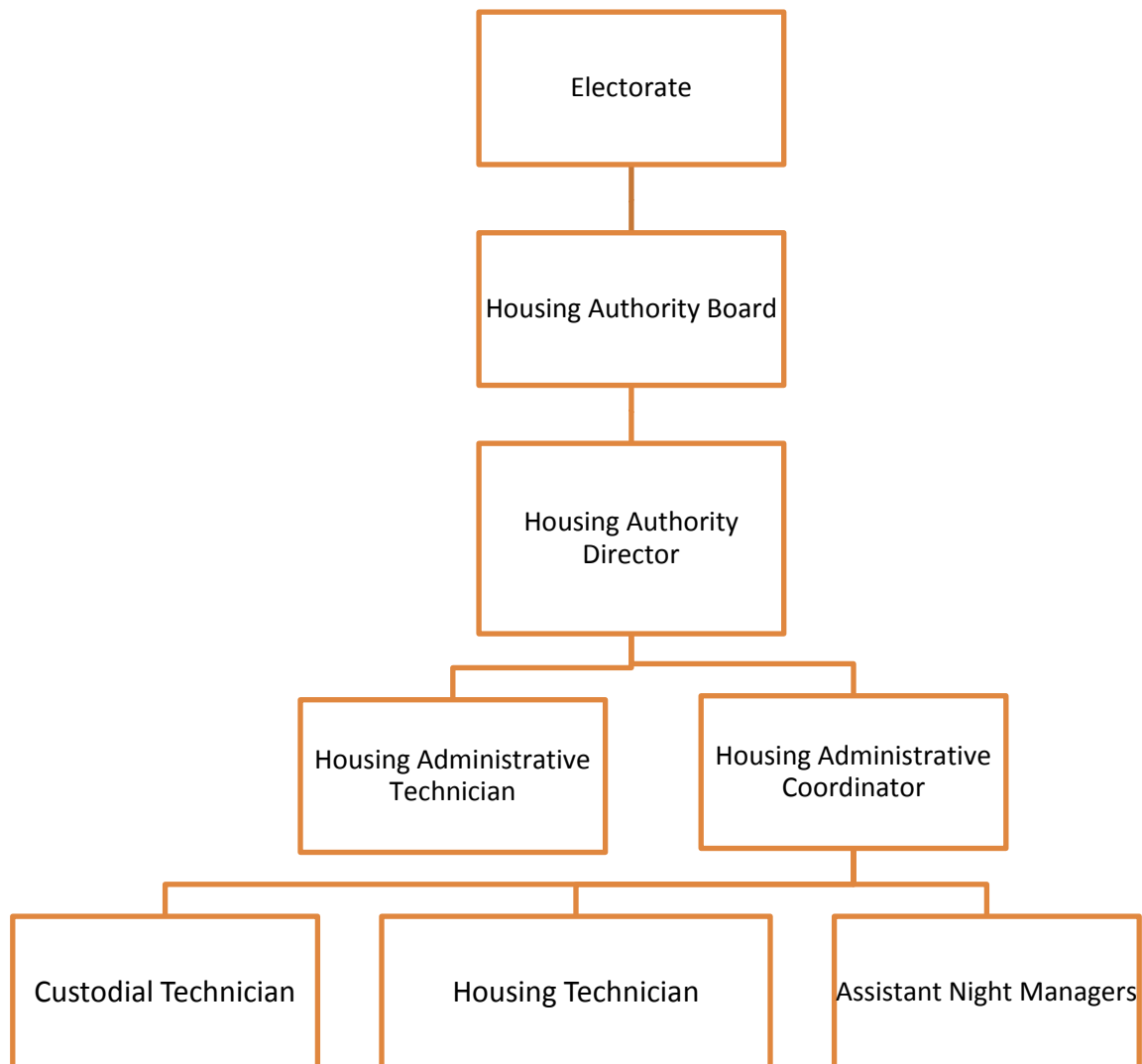
## **Purpose of Department:**

The function of the Moffat County Housing Authority is to provide safe, decent and sanitary rental housing for primarily low-income senior citizens. In addition, Sunset Meadows serves as a senior center and meeting place for all of Moffat County's senior citizens. Many structured in-house and community activities take place at Sunset Meadows; numerous aimed at enhancing the lives of senior citizens. Additional services include a handicapped accessible bus that provides transportation for seniors in our community. This service is an important link for seniors to vital services such as doctors, hospitals and grocery stores. Sunset Meadows also provides noon meals for seniors and Meals-on-Wheels for homebound seniors in the community.



<i>Housing Authority Personnel Schedule</i>	
<b>Position Title</b>	<b>FTE</b>
Housing Authority Director	0.75
Housing Administrative Coordinator	1.00
Housing Administrative Technician	0.65
Housing Technician	0.63
Custodial Technician	0.97
Assistant Night Manager	0.36
<b>Total</b>	<b>4.36</b>

### Housing Authority Organizational Chart





## Housing Authority Fund Summary

	2017 Actual	2018 Actual	2019 Estimate	2020 Budget
<b><u>Sources of Funds:</u></b>				
Property Taxes	\$ -	\$ -	\$ -	\$ -
Sales Tax	-	-	-	-
Specific Ownership Taxes	-	-	-	-
Licenses & Permits	-	-	-	-
Intergovernmental	417,853	432,721	650,917	656,211
Charges for Services	321,340	352,558	348,607	371,615
Miscellaneous	14,169	22,867	10,867	9,590
Interest	2,430	5,372	12,649	6,734
Transfer In	-	-	-	-
Fund Balance Used			104,175	
<b>Total Sources of Funds</b>	<b>\$ 755,792</b>	<b>\$ 813,518</b>	<b>\$ 1,127,215</b>	<b>\$ 1,044,150</b>
<b><u>Uses of Funds:</u></b>				
Personnel	\$ 197,329	\$ 189,642	\$ 192,575	\$ 241,046
Operating	442,960	504,926	458,820	\$ 479,829
Capital Outlay	191	1,013	475,820	\$ 179,700
Transfers Out	-	-	-	-
<b>Total Uses of Funds</b>	<b>\$ 640,480</b>	<b>\$ 695,581</b>	<b>\$ 1,127,215</b>	<b>\$ 900,575</b>
<b>Annual Net Activity</b>	<b>\$ 115,312</b>	<b>\$ 117,936</b>	<b>\$ (0)</b>	<b>\$ 143,575</b>
<b><u>Cumulative Balance:</u></b>				
<b>Beginning Fund Balance</b>	<b>\$ 699,836</b>	<b>\$ 815,148</b>	<b>\$ 933,086</b>	<b>\$ 828,911</b>
Change in Fund Balance	115,312	117,936	(104,175)	143,575
<b>Ending Fund Balance</b>	<b>\$ 815,148</b>	<b>\$ 933,086</b>	<b>\$ 828,911</b>	<b>\$ 972,486</b>
<b><u>Fund Balance Designations:</u></b>				
<b>Restricted</b>				
Emergency	-	-	20,000	20,000
<b>Committed</b>				
60 Days Operating*	271,171	273,813	108,588	120,170
<b>Assigned</b>				
Subsequent Year's Expenditures	543,977	659,273	700,324	832,316

\*Prior to 2018 Budget was 90 days operating, 60 days is a result of budget policy changes.



**FUND: 27-SUNSET MEADOWS I  
REVENUES**

<b>27-</b>		<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
		<b>Actual</b>	<b>Actual</b>	<b>Estimate</b>	<b>Budget</b>
9500-5121	HUD TENANT ASSIST PYMTS	134,852	162,602	215,021	170,283
9500-5950	CAPITAL/INCENTIVE PERFORMANCE	12,063	12,476	20,303	13,000
	<b>Intergovernmental:</b>	<b>146,915</b>	<b>175,078</b>	<b>235,324</b>	<b>183,283</b>
9500-5120	TENANT RENT	176,756	195,866	180,000	192,021
9500-5220	VACANCIES	(4,626)	(16,251)	0	
9500-5922	AIR CONDITIONERS	2,658	2,544	2,683	2,628
9500-5923	TENANT CABLE INCOME	7,280	7,168	7,243	7,230
9500-5925	OFFICE & BEAUTY SHOP RENT	3,600	3,600	3,600	3,600
	<b>Charges for Services:</b>	<b>185,668</b>	<b>192,927</b>	<b>193,526</b>	<b>205,479</b>
9500-4840	MISC REVENUE	1,440	3,565	2,596	2,200
9500-4999	UNCATEGORIZED INCOME	2,847	2,330	2,596	2,590
9500-5924	SECURITY	0	0	0	0
9800-4565	DAMAGE REIMB	1,056	11,288	0	0
	<b>Miscellaneous:</b>	<b>5,343</b>	<b>17,182</b>	<b>5,192</b>	<b>4,790</b>
9500-5451	MISCELLANEOUS INTEREST	1,226	2,734	8,109	4,023
9500-5926	EDWARD JONES	57	266	235	186
9500-5927	LPL FINANCIAL	729	1,124	1,970	1,275
	<b>Interest:</b>	<b>2,012</b>	<b>4,123</b>	<b>10,314</b>	<b>5,484</b>
	<b>Total Revenue</b>	<b>339,938</b>	<b>389,311</b>	<b>444,356</b>	<b>399,036</b>



**FUND: 27-SUNSET MEADOWS I  
ADMINISTRATION EXPENDITURE**

		2017	2018	2019	2020
		Actual	Actual	Estimate	Budget
<b>ADMIN 27-0101</b>					
01-6000	MANAGEMENT SALARIES	34,796	0	0	0
02-6000	HOUSING AUTHORITY DIRECTOR	0	19,949	21,562	23,244
03-6000	HOUSING AUTHORITY SUPERVISOR	0	14,235	14,071	14,529
31-6000	MANAGEMENT PART TIME	6,762	6,163	8,054	14,464
00-6034	OVERTIME	0	11	0	0
00-6036	VACATION PAID OUT	(744)	1,012	0	0
00-6038	LONGEVITY	0	0	0	0
00-6060	FRINGE BENEFITS	19,400	16,325	11,205	15,581
00-6364	RETIREMENT	2,088	1,505	1,519	2,266
<b>Personnel Expenditures:</b>		<b>62,303</b>	<b>59,199</b>	<b>56,411</b>	<b>70,086</b>
00-6110	OTHER ADMINISTRATIVE EXPENSE	12,231	49,873	11,250	12,000
00-6210	ADVERTISING EXPENSE	1,611	1,812	2,000	2,000
00-6311	OFFICE SUPPLIES	1,658	1,466	600	1,200
00-6312	BOARD EXPENSE	55	45	20	150
00-6313	COMPUTER EXPENSE	2,819	2,291	4,789	3,200
00-6314	COPIER	1,128	1,506	1,395	1,400
00-6315	DUES	634	596	430	500
00-6316	CONTINUING EDUCATION EXPENSE	1,845	578	900	3,000
00-6317	EMPLOYEE IMMUNIZATION	0	0	0	0
00-6319	POSTAGE FEES	98	26	50	50
00-6321	TELEPHONE EXPENSE	1,623	1,532	1,075	1,200
00-6350	PROJECT AUDITING EXPENSE	3,264	3,564	3,600	3,659
00-6390	MISCELLANEOUS	1,586	520	0	100
00-6391	ACTIVITIES	291	573	80	250
00-6392	BACKGROUND CHECK	1,342	1,488	1,060	1,300
00-6823	INTEREST EXPENSE	0	10	0	0
<b>Operating Expenditures:</b>		<b>30,186</b>	<b>65,881</b>	<b>27,249</b>	<b>30,009</b>
<b>Expenditure Total:</b>		<b>92,489</b>	<b>125,080</b>	<b>83,660</b>	<b>100,095</b>

**FUND: 27-SUNSET MEADOWS I  
UTILITIES EXPENDITURE**

		2017	2018	2019	2020
		Actual	Actual	Estimate	Budget
<b>UTILITIES 27-0102</b>					
00-6450	ELECTRIC	25,883	27,213	23,846	25,650
00-6451	WATER BILL	16,853	17,143	16,258	16,750
00-6452	NATURAL GAS BILL	8,210	6,864	12,855	13,000
00-6453	SEWER BILL	14,973	13,981	14,474	14,480
<b>Operating Expenditures:</b>		<b>65,919</b>	<b>65,201</b>	<b>67,433</b>	<b>69,880</b>
<b>Expenditure Total:</b>		<b>65,919</b>	<b>65,201</b>	<b>67,433</b>	<b>69,880</b>



**FUND: 27-SUNSET MEADOWS I  
OPERATING & MAINTENANCE EXPENDITURE**

		2017	2018	2019	2020
		Actual	Actual	Estimate	Budget
<b>OPERATING &amp; MAINT 27-0103</b>					
03-6000	CLEANING SALARIES	21,904	614	0	0
06-6000	NIGHT MANAGER	1,345	0	0	0
29-6000	FOOD SERVICES ASST/HA TECH	0	5,087	0	0
30-6000	OPER&MAINT CUSTODIAL TECH	0	0	13,316	15,494
32-6000	MAINTENANCE PART-TIME	0	15,547	9,148	12,761
00-6036	VACATION PAID OUT	0	0	0	0
00-6060	FRINGE BENEFITS	4,877	7,270	11,828	16,928
00-6364	RETIREMENT	0	0	399	930
<b>Personnel Expenditures:</b>		<b>28,126</b>	<b>28,518</b>	<b>34,691</b>	<b>46,113</b>
00-6123	REPAIRS/EQUIP/MAINT	7,961	16,125	8,375	10,820
00-6504	FACILITIES EXPENSE	28,144	26,938	22,102	25,750
00-6515	CLEANING SUPPLIES	1,153	941	790	1,200
00-6520	CLEANING CONTRACT	706	1,407	0	1,700
00-6523	ELECTRICAL EXPENSE	0	0	510	1,500
00-6524	ELEVATOR MAINT CONTRCT	1,500	1,750	1,500	1,500
00-6525	GARBAGE REMOVAL	1,697	1,697	2,210	2,000
00-6526	ELEVATOR PHONE EXPENSE	546	625	700	725
00-6527	EXTERMINATING CONTRCT	3,488	5,654	4,000	4,300
00-6531	SECURITY CONTRACT	210	875	1,700	860
00-6534	PLUMBING EXPENSE	0	1,858	0	0
00-6535	CABLE TV TENANT	9,013	9,555	9,250	9,275
00-6570	WASHER DRYER	40	1,478	250	1,000
00-6572	WINDOW COVERINGS	495	454	200	500
00-6579	STOVES & REFRIGERATOR	0	419	776	800
00-6594	PAINT	0	4,855	0	0
<b>Operating Expenditures:</b>		<b>54,953</b>	<b>74,631</b>	<b>52,363</b>	<b>61,930</b>
00-6550	AIR CONDITIONERS	0	795	580	1,200
00-6551	ELEVATOR UPGRADE	0	0	140,000	0
00-6552	CARPET REPLACEMENT	0	93	0	4,500
00-6562	LINOLEUM REPLACEMENT	0	0	650	1,500
00-6564	PARKING LOT REP/OVRLAY	0	0	26,269	500
00-6573	FURNISHINGS	0	0	0	200
00-6583	INTERIOR BDLG IMPROVEMENT	0	0	150,121	1,000
00-6592	SIGNAGE	0	62	0	0
<b>Capital Expenditures:</b>		<b>-</b>	<b>951</b>	<b>317,620</b>	<b>8,900</b>
<b>Expenditure Total:</b>		<b>83,078</b>	<b>104,100</b>	<b>404,674</b>	<b>116,943</b>



**FUND: 27-SUNSET MEADOWS I  
FINANCIAL EXPENDITURE**

	2017	2018	2019	2020
<b>FINANCIAL 27-0104</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimate</b>	<b>Budget</b>
00-7192 DEPRECIATION	38,949	39,617	38,268	38,945
<b>Operating Expenditures:</b>	<b>38,268</b>	<b>39,617</b>	<b>38,268</b>	<b>38,945</b>
<b>Expenditure Total:</b>	<b>38,268</b>	<b>39,617</b>	<b>38,268</b>	<b>38,945</b>



**FUND: 28-SUNSET MEADOWS II**  
**REVENUES**

<b>28-</b>		<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
		<b>Actual</b>	<b>Actual</b>	<b>Estimate</b>	<b>Budget</b>
9200-4842	IMPACT GRANT	0	0	164,392	194,820
9500-5121	CHFA TENANT ASSIS PYMNTS	270,938	257,643	251,201	278,108
	<b>Intergovernmental:</b>	<b>270,938</b>	<b>257,643</b>	<b>415,593</b>	<b>472,928</b>
9500-5120	TENANT RENT	140,902	160,885	145,548	156,436
9500-5220	VACANCIES	(15,021)	(11,072)	0	0
9500-5922	AIR CONDITIONERS	2,610	2,660	2,600	2,600
9500-5923	TENANT CABLE INCOME	7,182	7,158	6,933	7,100
	<b>Charges for Services:</b>	<b>135,673</b>	<b>159,631</b>	<b>155,081</b>	<b>166,136</b>
9500-4830	SALE OF ASSETS	388	0	0	0
9500-4840	MISC REVENUE	3,786	1,273	3,375	2,500
9500-5900	MISC INCOME	2,099	2,478	2,300	2,300
9500-5901	OTHER REVENUE	1,604	0	0	0
9800-4565	DAMAGE REIMB	949	1,933	0	0
	<b>Miscellaneous:</b>	<b>8,826</b>	<b>5,684</b>	<b>5,675</b>	<b>4,800</b>
9500-5411	SECURITY DEPOSIT	0	0	0	0
9500-5440	INT INCOME REPLACEMENT RES	60	482	0	0
9500-5490	INTEREST INCOME - OTHER	358	767	2,335	1,250
	<b>Interest:</b>	<b>418</b>	<b>1,249</b>	<b>2,335</b>	<b>1,250</b>
	<b>Total Revenue</b>	<b>415,854</b>	<b>424,207</b>	<b>578,684</b>	<b>645,114</b>



**FUND: 28-SUNSET MEADOWS II  
ADMINISTRATION EXPENDITURE**

		2017	2018	2019	2020
		Actual	Actual	Estimate	Budget
<b>ADMIN 28-0101</b>					
01-6000	MANAGEMENT SALARIES	42,563	0	0	0
02-6000	HOUSING AUTHORITY DIRECTOR	0	19,949	21,562	23,244
03-6000	HOUSING AUTHORITY SUPERVISOR	0	21,352	21,107	21,794
31-6000	MANAGEMENT PART-TIME	6,762	6,163	8,054	14,464
32-6000	MAINTENANCE PART-TIME	0	0	0	0
00-6034	OVERTIME	0	17	0	0
00-6036	VACATION PAID OUT	(897)	86	0	0
00-6038	LONGEVITY	0	0	0	0
00-6060	FRINGE BENEFITS	24,247	20,039	11,795	16,178
00-6364	RETIREMENT	2,554	1,904	232	2,702
<b>Personnel Expenditures:</b>		<b>75,230</b>	<b>69,510</b>	<b>62,750</b>	<b>78,383</b>
00-6110	OTHER ADMINISTRATIVE EXPENSE	12,528	34,491	11,495	13,000
00-6210	ADVERTISING & MARKETING	1,611	1,834	2,000	2,000
00-6311	OFFICE SUPPLIES	1,739	1,311	750	1,500
00-6312	BOARD OF DIRECTORS EXP	55	45	20	150
00-6313	COMPUTER EXPENSE	2,819	2,178	2,941	3,200
00-6314	COPIER	1,128	1,506	1,470	1,400
00-6315	DUES & SUBSCRIPTIONS	634	595	520	500
00-6316	CONTINUING EDUCATION EXP	1,846	636	900	3,000
00-6317	EMPLOYEE IMMUNIZATION	0	0	0	0
00-6319	POSTAGE EXPENSE	79	113	50	50
00-6320	RENT REFUND	0	140	0	0
00-6321	TELEPHONE EXPENSE	2,843	2,618	1,925	2,400
00-6322	SECURITY DEPOSIT	0	0	0	0
00-6350	PROJECT AUDITING EXPENSE	6,716	6,716	6,688	6,800
00-6391	ACTIVITIES	291	427	75	100
00-6392	BACKGROUND CHECKS	1,056	1,651	1,142	1,500
00-6393	BAD DEPT EXPENSE	0	0	0	0
00-6504	FACILITIES EXPENSE	0	0	0	0
00-6823	INTEREST EXPENSE	0	4	0	0
<b>Operating Expenditures:</b>		<b>33,346</b>	<b>54,265</b>	<b>29,976</b>	<b>35,600</b>
<b>Expenditure Total:</b>		<b>108,576</b>	<b>123,775</b>	<b>92,726</b>	<b>113,983</b>

**FUND: 28-SUNSET MEADOWS II  
UTILITIES EXPENDITURE**

		2017	2018	2019	2020
		Actual	Actual	Estimate	Budget
<b>UTILITIES 28-0102</b>					
00-6450	ELECTRICITY	24,503	31,044	21,400	25,650
00-6451	WATER BILL	18,699	18,450	16,070	17,740
00-6452	NATURAL GAS	6,298	6,551	8,515	9,000
00-6453	SEWER BILL	15,655	15,624	14,569	15,285
<b>Operating Expenditures:</b>		<b>65,154</b>	<b>71,670</b>	<b>60,554</b>	<b>67,675</b>
<b>Expenditure Total:</b>		<b>65,154</b>	<b>71,670</b>	<b>60,554</b>	<b>67,675</b>



**FUND: 28-SUNSET MEADOWS II**  
**OPERATING & MAINTENANCE EXPENDITURE**

		2017	2018	2019	2020
		Actual	Actual	Estimate	Budget
<b>OPERATING &amp; MAINT 28-0103</b>					
03-6000	CLEANING SALARIES	21,390	614	0	0
06-6000	NIGHT MANAGER	5,140	0	0	0
29-6000	FOOD SERVICES ASST/HA TECH	0	5,087	0	0
30-6000	OPER&MAINT CUSTODIAL TECH	0	0	13,316	15,494
32-6000	MAINTENANCE PART-TIME	0	20,612	13,182	13,082
00-6036	VACATION PAID OUT	0	0	0	0
00-6060	FRINGE BENEFITS	5,140	6,102	11,826	16,960
00-6364	RETIREMENT	0	0	399	930
<b>Personnel Expenditures:</b>		<b>31,671</b>	<b>32,415</b>	<b>38,723</b>	<b>46,465</b>
00-6123	REPAIRS/EQUIP/MAINT	9,258	9,617	14,035	12,000
00-6504	FACILITIES EXPENSE	37,047	15,361	27,595	26,675
00-6515	CLEANING SUPPLIES	1,243	825	875	1,000
00-6520	CLEANING CONTRACT	245	830	240	1,500
00-6523	ELECTRICAL EXPENSE	0	281	0	1,500
00-6524	ELEVTR MAINT CONT	3,720	1,500	1,500	1,500
00-6525	GARBAGE REMOVAL	1,852	1,852	1,900	2,300
00-6526	ELEVATOR PHONE EXP	546	625	700	725
00-6527	EXTERMINATING CNTRT	3,463	4,954	4,525	4,400
00-6531	SECURITY CONTRACT	420	650	1,000	1,000
00-6534	PLUMBING EXPENSE	0	1,608	0	0
00-6535	CABLE TV TENANT	9,466	9,285	10,700	10,700
00-6550	AIR CONDITIONERS	0	795	1,500	1,500
00-6570	WASHER & DRYER	161	578	200	400
00-6572	WINDOW COVERINGS	(42)	630	300	450
00-6582	STOVE & FRIDGE	609	48	728	100
00-6594	PAINT	0	1,290	0	0
00-6720	HAZARD INSURANCE	2,573	2,884	3,004	3,004
<b>Operating Expenditures:</b>		<b>70,559</b>	<b>53,612</b>	<b>68,802</b>	<b>68,754</b>
00-6551	ELEVATOR UPGRADE	0	0	73,000	75,000
00-6552	CARPET REPLACEMENT	2,161	0	57,000	5,700
00-6560	HOOD FANS	0	0	0	0
00-6562	LINOLEUM REPLACEMENT	(2,161)	0	0	0
00-6564	PARKING LOT MAINT	0	0	28,200	100
00-6583	INTERIOR BLDG IMPROVEMENT	0	0	0	90,000
00-6592	SIGNAGE	191	62	0	0
<b>Capital Expenditures:</b>		<b>191</b>	<b>62</b>	<b>158,200</b>	<b>170,800</b>
<b>Expenditure Total:</b>		<b>102,421</b>	<b>86,089</b>	<b>265,725</b>	<b>286,019</b>



**FUND: 28-SUNSET MEADOWS II****FINANCIAL EXPENDITURE**

		<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
<b>FINANCIAL 28-0104</b>		<b>Actual</b>	<b>Actual</b>	<b>Estimate</b>	<b>Budget</b>
00-6820	CHFA MORTGAGE PAYMENT	9,838	10,359	19,360	20,000
00-6825	INT ON CONTINGENT MORTGAGES	1,490	1,490	1,490	1,490
00-6826	SURPLUS/RESIDUAL RECEIPTS	0	0	11,690	12,000
00-6827	INTEREST ON MRN	11,865	9,098	10,665	10,000
00-6828	WELLS FARGO PAYMENT	0	0	135	0
00-7192	DEPRECIATION	48,226	46,377	50,532	48,378
00-9115	INCENTIVE PERFORMANCE FEE (3%	12,476	12,726	20,303	15,168
<b>Operating Expenditures:</b>		<b>83,894</b>	<b>80,049</b>	<b>114,175</b>	<b>107,036</b>
<b>Expenditure Total:</b>		<b>83,894</b>	<b>80,049</b>	<b>114,175</b>	<b>107,036</b>



## ***Shadow Mountain Local Improvement District***

Roy Tipton, Development Services Director

Phone: 970-824-9160

Email: [rtipton@moffatcounty.net](mailto:rtipton@moffatcounty.net)

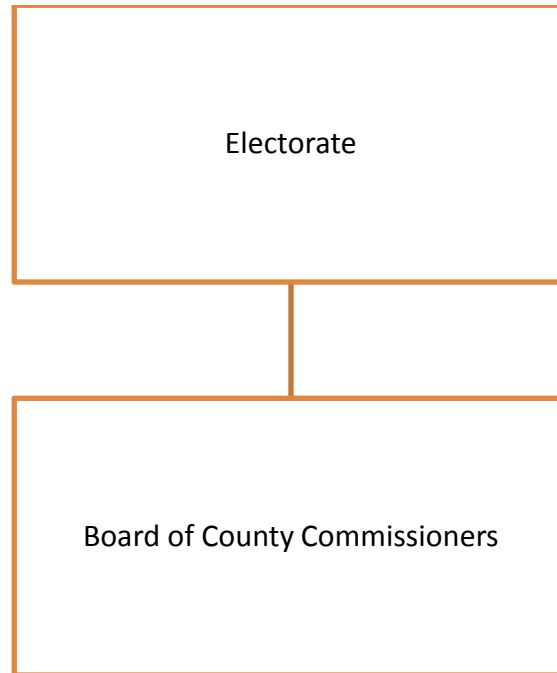


### ***Purpose of Department:***

- The Shadow Mountain Village Local Improvement District (SMVLID) was approved by the voters within the district area on November 4, 2013 election to apply for loans and grants for water and sewer development. SMVLID obtained and administers a loan through the Water Pollution Control Revolving Fund for the installation of sewer service lines to each resident in the subdivision. The redevelopment project consisted of new water and sewer mains; new water and sewer service lines to homes; and reconstruction of the streets and sidewalks. The project started June 2014 and was completed in December 2016. Both Moffat County and the City of Craig contributed funds towards the project.



**Shadow Mountain Local Improvement District Chart**





# Shadow Mountain Local Improvement District Fund Summary

	2017 Actual	2018 Actual	2019 Estimate	2020 Budget
<b><u>Sources of Funds:</u></b>				
Property Taxes	\$ -	\$ -	\$ -	\$ -
Sales Tax	-	-	-	-
Specific Ownership Taxes	-	-	-	-
Licenses & Permits	-	-	-	-
Intergovernmental	-	-	-	-
Charges for Services	57,293	46,241	36,000	31,000
Miscellaneous	550	(3,692)	-	-
Interest	-	-	-	-
Transfer In	-	-	-	-
Fund Balance Used	50,461		20,675	20,675
<b>Total Sources of Funds</b>	<b>\$ 108,304</b>	<b>\$ 42,550</b>	<b>\$ 56,675</b>	<b>\$ 51,675</b>
<b><u>Uses of Funds:</u></b>				
Personnel	\$ -	\$ -	\$ -	\$ -
Operating	\$ 90,857	\$ 18,864	\$ 56,675	\$ 51,675
Capital Outlay	\$ 17,447	\$ -	\$ -	\$ -
Transfers Out	\$ -	\$ -	\$ -	\$ -
<b>Total Uses of Funds</b>	<b>\$ 108,304</b>	<b>\$ 18,864</b>	<b>\$ 56,675</b>	<b>\$ 51,675</b>
<b>Annual Net Activity</b>	<b>\$ (0)</b>	<b>\$ 23,686</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>Cumulative Balance:</u></b>				
<b>Beginning Fund Balance</b>	<b>\$ 157,272</b>	<b>\$ 106,811</b>	<b>\$ 130,497</b>	<b>\$ 109,822</b>
Change in Fund Balance	(50,461)	23,686	(20,675)	(20,675)
<b>Ending Fund Balance</b>	<b>\$ 106,811</b>	<b>\$ 130,497</b>	<b>\$ 109,822</b>	<b>\$ 89,147</b>
<b><u>Fund Balance Designations:</u></b>				
<b>Restricted</b>				
Shadow Mountain LID	106,811	130,497	109,822	89,147



**FUND 30-SHADOW MOUNTAIN LOCAL IMPROVEMENT DISTRICT  
REVENUES**

<b>30-</b>	<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Estimate</b>	<b>2020 Budget</b>
9200-4842 ENERGY IMPACT GRANT	0	0	0	0
9200-4858 DRINKING WATER REVOLVING FUND	0	0	0	0
9200-4859 WASTE WATER REVOLVING FUND	0	0	0	0
<b>Intergovernmental:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
9400-4789 USER FEES	57,293	46,241	36,000	31,000
<b>Charges for Services:</b>	<b>57,293</b>	<b>46,241</b>	<b>36,000</b>	<b>31,000</b>
9500-4840 MISC REVENUE	550	(3,692)	0	0
<b>Miscellaneous:</b>	<b>550</b>	<b>(3,692)</b>	<b>0</b>	<b>0</b>
9500-4801 INTEREST EARNED	0	0	0	0
<b>Interest:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
9901-4360 TRANSFER IN FROM GENERAL FUND	0	0	0	0
9902-4360 TRANSFER IN FROM ROAD & BRIDGE	0	0	0	0
<b>Transfer In:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Revenue:</b>	<b>57,843</b>	<b>42,550</b>	<b>36,000</b>	<b>31,000</b>

**FUND 30-SHADOW MOUNTAIN LOCAL IMPROVEMENT DISTRICT  
EXPENDITURE**

<b>30-0100-</b>	<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Estimate</b>	<b>2020 Budget</b>
00-6021 WPCRF PRINCIPAL	86,108	15,659	51,659	46,659
00-6022 WPCRF INTEREST	3,753	2,940	3,793	3,793
00-6088 ADVERTISING/LEGAL NOTICES	26	97	0	0
00-6199 FILING FEES	260	169	1,223	1,223
00-6349 MISCELLANEOUS	710	(1)	0	0
<b>Operating Expenditures:</b>	<b>90,857</b>	<b>18,864</b>	<b>56,675</b>	<b>51,675</b>
00-6207 ARCHITECTURAL/ENGINEERING SERVICE	0	0	0	0
00-6218 ROAD CONSTRUCTION	0	0	0	0
00-6248 UTILITIES CONSTRUCTION	17,255	0	0	0
00-6262 WATER SERVICE LINES	192	0	0	0
00-6263 SEWER SERVICE LINES	0	0	0	0
<b>Capital Expenditures:</b>	<b>17,447</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Expenditures:</b>	<b>108,304</b>	<b>18,864</b>	<b>56,675</b>	<b>51,675</b>







## Appendix



**LEASE-PURCHASE SUPPLEMENTAL SCHEDULE TO THE ADOPTED BUDGET  
(C.R.S. (29-1-103(3)(D))**

**Budget Year 2020**

The Supplemental Schedule must present information **separately** for all lease-purchase agreements involving real property and all lease-purchase agreements for non-real property.

**1. REAL PROPERTY LEASE-PURCHASE AGREEMENTS:**

**Description of Real Property Lease-Purchase(s):**

The net proceeds of the 1998 Certificates are currently being used, and a portion of the 2001 Certificates were used to construct a County Public Safety Center facility, acquire the site upon which the Public Safety Center was constructed and to acquire equipment to be contained within the Public Safety Center. Additional proceeds of the 2001 Certificates were used for other County projects that are not subject to the lien of the Indenture and are not part of the Project. In 2006 a majority of the 1998 Certificates were refinanced and are now shown as the 2006 series. The balance of the 2006 Certificates were refinanced and are now shown as the 2015 series. In 2014 a majority of the 2001 Certificates were refinanced and are now shown as the 2014 series.

**Date of Lease-Purchase Agreement(s):**

	<u><b>Year</b></u>	<u><b>Amount</b></u>
Total amount to be expected for all Real Property Lease-Purchase Agreements in Budget Year:	2020	\$727,025
Total maximum payment liability for all Real Property Lease-Purchase Agreements over the entire terms of all such agreements, including all optional renewal terms:		\$3,401,232

**1. ALL LEASE-PURCHASE AGREEMENTS NOT INVOLVING REAL PROPERTY:**

**Description of Lease-Purchase Agreement(s):**

N/A

	<u><b>Year</b></u>	<u><b>Amount</b></u>
Total amount to be expected for all Real Property Lease-Purchase Agreements in Budget Year:	2020	\$0
Total maximum payment liability for all Real Property Lease-Purchase Agreements over the entire terms of all such agreements, including all optional renewal terms:		\$0



**MOFFAT COUNTY LEASE AGREEMENTS FOR THE YEAR 2020**

LEASES	BALANCE 12/31/2019	MATURITY	2020	2021	2022	2023	2024	2025
<b>REAL PROPERTY</b>								
1998 COPS ISSUE		12/1/2008						
Principal	0		0	0	0	0	0	0
Interest	0		0	0	0	0	0	0
1998 COPS ISSUE TOTAL	0		0	0	0	0	0	0
2001 COPS ISSUE		1/23/2014						
Principal	0		0	0	0	0	0	0
Interest	0		0	0	0	0	0	0
2001 COPS ISSUE TOTAL	0		0	0	0	0	0	0
2006 COPS ISSUE		9/11/2015						
Principal	0		0	0	0	0	0	0
Interest	0		0	0	0	0	0	0
2006 COPS ISSUE TOTAL	0		0	0	0	0	0	0
2014 COPS ISSUE		6/1/2025						
Principal	1,065,000		10,000	0	0	330,000	350,000	375,000
Interest	179,907		39,750	39,563	39,563	33,375	20,625	7,031
2014 COPS ISSUE TOTAL	1,244,907		49,750	39,563	39,563	363,375	370,625	382,031
2015 COPS ISSUE		6/1/2023						
Principal	2,055,000		625,000	640,000	660,000	130,000	0	0
Interest	101,325		52,275	33,300	13,800	1,950	0	0
2015 COPS ISSUE TOTAL	2,156,325		677,275	673,300	673,800	131,950	0	0
<b>TOTAL</b>	<b>3,401,232</b>		<b>727,025</b>	<b>712,863</b>	<b>713,363</b>	<b>495,325</b>	<b>370,625</b>	<b>382,031</b>
<b>NON REAL PROPERTY</b>								
<b>HEAVY EQUIPMENT</b>								
Principal	0		0	0	0	0	0	0
Interest	0		0	0	0	0	0	0
HEAVY EQUIPMENT TOTAL	0		0	0	0	0	0	0
<b>TOTAL</b>	<b>0</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



## Glossary

**Adopted Budget**-Refers to the budget amounts originally approved by the Board of County Commissioners at the beginning of the year and the budget document which consolidates all beginning-of-the-year operating appropriations and new capital project appropriations.

**Agency**-A governmental or community-based unit outside County Government receiving County funding (e.g. mental health agencies, Council on Aging, etc.).

**Appropriation**-The legal authorization made by the Board of County Commissioners to the departments, offices and agencies of the County which approves their budgets and allows them to make expenditures and incur obligations for specific purposes within the amounts approved.

**Assessed Valuation**-The total value of all real and personal property in the County which is based for levying taxes. Tax-exempt property is excluded from the assessable base.

**Bond**-An interest-bearing note issued to borrow monies on a long-term basis.

**Budget**-The financial plan for the operation of a program or organization for the year.

**Budget Preparation Manual**-The set of instructions and forms sent by the Finance Department to the departments and agencies of the County for preparation of their budget requests.

**Capital Expenditure or Outlay**-The use of resources to acquire or construct a capital asset.

**Capital Improvements or Equipment**-Public facilities and infrastructure (buildings, bridges, roads) and major shared equipment resources (computer systems, telephone systems).

**Colorado Revised Statutes or C.R.S.**-A body of laws governing conduct within the State of Colorado.

**Conservation Trust Fund**-State of Colorado lottery funds remitted to the County for Parks and Recreation use.

**Debt Service**-The annual payment of principal and interest on the County's indebtedness.

**Emergency Supplemental Appropriation**-The governing body of a local government may authorize the expenditures of funds in excess of the budget. An "emergency" is defined as an act of God or public enemy or something which could not be reasonably foreseen at the time of the adoption of the budget.

**Encumbrance**-An amount of money committed and set aside, but not yet expended, for the purchase of a specific good or service.

**Expenditure**-An actual payment made by the County warrant (check) or by interfund transfer.

**Fees**-Any charge levied by government associated with providing a service or imposing a fine or penalty. Major types of fees include planning fees, user charges, building permits and vehicle registrations.

**Fiscal Policy**-The County Government's policies with respect to taxes, spending and debt management as these relate to government services, programs and capital investment. Fiscal policy provides a consistent set of principles for planning and programming government budgets.



**Full-time Equivalent (FTE)**-The conversion of staff time into the decimal equivalent. One full-time position (1.0 FTE) is defined as containing 2,080 work hours; a half-time position (.50 FTE) requires 1,040 work hours, and etc.

**Fund Balance (Budget Basis)**-The year-end cash balance of a fund less outstanding encumbrances. The unencumbered balance at year-end in a fund together with the estimated revenues for the upcoming year determines the maximum amount available for the appropriation in the following year's budget.

**GAAP**-Generally Accepted Accounting Principles

**Goal**-A long-range desirable development attained by time-phased objectives designed to implement a strategy.

**Infrastructure**-Public domain fixed assets such as roads, bridges, curbs, gutters, streets, sidewalk drainage systems, lighting, and similar immovable assets.

**Intergovernmental Agreement (IGA)**-A concord between two or more governmental units to jointly identify, plan, and/or implement a task for their mutual benefit.

**Intergovernmental Revenues**-Revenue from other governments, primarily Federal and State grants, but also other local governments.

**Internal Service Charges**-These account for goods or services provided to other departments of agencies on a cost-reimbursement basis. They are generally referred to as "charge-back" agencies and include funds for medical benefits.

**Net Budget**-The net budget eliminates double-counting in the budget, such as fund transfers and internal service "charge-backs," thus represents the true level of programmed spending in the budget.

**Objective**-The planned attainment of a certain condition or specific accomplishment, which is an integral part or phase of a strategy that contributes to accomplishing a goal. An objective should be stated in terms of results, not processes or activities, and should reflect a reasonable estimate of what is practical.

**Operating Equipment Capital**-Equipment items typically costing less than \$1,000 or being used to repair or maintain existing operating equipment.

**Operating Expense**-These costs, other than capital improvements and debt service, are necessary to support the primary services of the organization.

**Operating Budget**-A comprehensive plan, expressed in financial terms, by which an operating program is funded for a single fiscal year. It includes estimates of a) the services, activities and sub-activities comprising the County's operation; b) the resultant expenditure requirement; and c) the resources available for their support.

**Operating Fund**-A Fund which supports normal County operations and has regular operating expenditures (payroll, supplies, etc.). Included are the: General, Road and Bridge, Social Services, Landfill and Airport funds.

**PILT**-Payment In Lieu of Taxes.

**Personal Services**-The cost of wages and benefits for elected officials and county employees, as well as the cost for labor acquired by contract.

**Policy**-The County's official position relative to a specific need, problem, or issue.

**Program**-A specific set of activities directed at attaining specific objectives. The means through which a long-range strategy is achieved.



**Resolution**-A special order issued by the Board of County Commissioners.

**Revenue**-Income received by the County Government in support of the government's programs of services to the community. It includes such items as property taxes, fees, user charges, grants and fines.

**Strategy**-The approach or method for implementing policy.

**Statutory Property Tax Revenue Limit**-The statutes prohibit the levying of a greater amount of property tax revenue than was levied in the preceding year plus 5.5%. Exempt from this limit are property tax revenues generated from new construction and that are used for certain expenditures: a) bonds and interest, b) contractual obligations approved at election, and c) one-time capital expenditures approved by the Board of Commissioners at a publicized public meeting.

**Supplemental Appropriation**-An act by the County Commissioners to transfer budgeted and appropriated moneys from one spending agency to another, whether the agencies are in the same or different fund. Also, if the County receives revenues that were not anticipated or assured at the time of budget adoption, those revenues can be used in the current fiscal year only after being approved for use via supplemental appropriation.

**Supplies**-The cost of goods acquired for consumption or resale.

**Tabor Amendment**-An amendment to the Constitution of the State of Colorado which basically limits annual increases in revenues and expenditures and requires voter approval for any tax rate increase or multi-year debt or financial obligation. The increase in spending and revenue is limited to an index based on the regional consumer price index plus a local growth factor determined by percentage change in actual value of all real property.

**TANF**-Temporary Aid to Needy Families program.

**Transfers**-The movement of monies from one fund to another. The monies are considered a revenue source for receiving fund and a revenue for the originating fund.

**User Charges**-The amount the government receives for the provision of services and commodities or the performance of specific services benefiting the person charged. Citizens only pay user charges when a specific service is received.

**Working Capital**-The amount of fund balance required at year-end to meet cash flow needs until tax revenues are received. This generally equates to the largest cumulative cash flow deficit incurred (usually by April) by an operating fund which is heavily property tax dependent.



**Resolutions**



**RESOLUTION 2019-121**

**RESOLUTION TO ADOPT 2020 BUDGET**

A RESOLUTION SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND AND ADOPTING A BUDGET FOR MOFFAT COUNTY, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY 2020, AND ENDING ON THE LAST DAY OF DECEMBER 2020.

WHEREAS, the Board of Commissioners of Moffat County has appointed Mindy Curtis to prepare and submit a proposed budget to said governing body at the proper time; and

WHEREAS, Mindy Curtis has submitted a proposed budget to this governing body on October 15, 2019, for its consideration; and

WHEREAS, upon due and proper notice, published in accordance with the law, said proposed budget was open for inspection by the public at a designated place, a public hearing was held on October 15, 2019, 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 so that the budget remains in balance, as required by law.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF MOFFAT COUNTY, COLORADO:

Section 1. That estimated expenditures for each fund are as listed on the summary sheet of the attached budget.

Section 2. That estimated revenues for each fund are as listed on the summary sheets of the attached budget.

Section 3. That the budget as submitted, amended, and hereinabove summarized by fund, hereby is approved and adopted as the budget of Moffat County for the year stated above.

Section 4. That the budget hereby approved and adopted shall be signed by the Commissioners and made a part of the public records of the County.



ADOPTED this 10th day of December, A.D., 2019.



Don Cook  
Chair, Board of County Commissioners

State of Colorado)  
                                  )§  
County of Moffat)

I, Tammy Raschke, County Clerk and Ex-officio to the Board of Commissioners, do hereby certify that the above and foregoing is a true and complete copy of the resolution as adopted by the Board of County Commissioners on the date stated.

Witness my hand and the seal of said County this 10<sup>th</sup> day of December 2019.



(Deputy) Clerk and Ex-officio to  
County Commissioners, Moffat County  
State of Colorado; Tammy Raschke





**RESOLUTION 2019-122**  
**RESOLUTION TO APPROPRIATE SUMS OF MONEY**

A RESOLUTION APPROPRIATING SUMS OF MONEY TO THE VARIOUS FUNDS AND SPENDING AGENCIES IN THE AMOUNT AND FOR THE PURPOSES AS SET FORTH BELOW FOR MOFFAT COUNTY, COLORADO FOR THE 2020 BUDGET YEAR.

WHEREAS, the Board of Commissioners has adopted the annual budget in accordance with the local Government Budget Law on December 10, 2019, and;

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

WHEREAS, it is not only required by law, but also necessary to appropriate the revenues provided in the budget to and for the purposes described below, so as not to impair the operations of the County.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF MOFFAT COUNTY, COLORADO:

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

General Fund	13,315,038
Road & Bridge Fund	7,556,006
Landfill Fund	597,420
Airport Fund	95,374
Emergency 911 Fund	192,500
Capital Projects Fund	1,615,998
Conservation Trust Fund	168,450
Library Fund	347,630
Maybell Waste Water Treatment Facility Fund	36,534
Health & Welfare Fund	3,984,783
Senior Citizens Fund	241,873
Internal Service Fund	12,100
Lease-Purchase Fund	736,025
Telecommunications Fund	26,720
Moffat County Tourism Association	167,913
Jail Fund	3,452,976
Human Services Fund	6,253,914
Public Health Fund	261,143
Museum Fund	312,221
Moffat County Local Marketing Dist Fund	500,000
The Memorial Hospital Fund	70,783,363
Housing Authority Fund	900,575
Shadow Mtn Local Improvement Dist Fund	51,675
<b>TOTAL</b>	<b>\$ 111,610,231</b>



Section 2. That the total appropriations for the General Fund is further designated to the various departments of that fund as itemized on the expenditure department summary in the attached General Fund budget.

ADOPTED THIS 10<sup>TH</sup> DAY OF DECEMBER, A.D., 2019.



Don Cook  
Chair, Board of County Commissioners

State of Colorado)  
                                  )§  
County of Moffat)

I, Tammy Raschke, County Clerk and Ex-officio to the Board of Commissioners, do hereby certify that the above and foregoing is a true and complete copy of the resolution as adopted by the Board of County Commissioners on the date stated.

Witness my hand and the seal of said County this 10<sup>th</sup> day of December 2019.



(Deputy) Clerk and Ex-officio to  
County Commissioners, Moffat County  
State of Colorado; Tammy Raschke





## CERTIFICATION OF TAX LEVIES

TO: County Commissioners of Moffat County, Colorado.

The Moffat County Board of Commissioners of the County of Moffat hereby certifies the following mill levies to be extended upon the **GROSS** assessed valuation of \$413,210,307. Submitted this date: December 10, 2019.

The levies and revenues are for the following purposes:

	<u>LEVY</u>	<u>REVENUE</u>
1. General Operating Expenses	<u>20.872</u> mills	\$8,624,526
2. <b>(MINUS)</b> Temporary property tax credit/ Temporary mill levy rate reduction Section 39-1-111.5 C.R.S	<u>( 0 )</u> mills	(\$ 0)
<b>SUBTOTAL</b>	<u>20.872</u> mills	\$8,624,526
3. General Obligation bonds and interest	<u>0</u> mills	\$0
4. Contractual Obligations Approved at Election	<u>0</u> mills	\$0
5. Capital Expenditures Levied Pursuant to 29-1-301(1.2) CRS (Counties and Municipalities Only) or 29-1-302(1.5) CRS (Special Districts Only)	<u>0</u> mills	\$0
6. Refunds/Abatement	<u>0.016</u> mills	\$6,611
7. Other (County Hospital)	<u>3.000</u> mills	\$1,239,831
8. <b>(MINUS)</b> Temporary property tax credit/ Temporary mill levy rate reduction Section 39-1-111.5 C.R.S	<u>(0.000)</u> mills	(\$0)
<b>TOTAL</b>	<b><u>23.888</u> mills</b>	<b>\$9,870,968</b>

Contact Person: Mindy Curtis

Daytime Phone # (970) 824-9106

Signed



Title: Finance Director



**RESOLUTION 2019-123**  
**RESOLUTION TO SET MILL LEVIES**

RESOLUTION LEVYING GENERAL PROPERTY TAXES FOR THE YEAR 2019, TO HELP DEFRAY THE COSTS OF GOVERNMENT FOR MOFFAT COUNTY, COLORADO, FOR THE 2020 BUDGET YEAR.

WHEREAS, the Board of Commissioners of Moffat County has adopted the annual budget in accordance with the Local Government Budget Law, on December 10, 2019, and

WHEREAS, the amount of money necessary to balance the budget for general operating expenses is \$8,631,137 and;

WHEREAS, the amount of money necessary to balance the budget for general operating expenses is itemized by funds as follows:

General Fund	\$7,996,446
Human Service Fund	\$462,796
Public Health Fund	\$165,284
Abatement	<u>\$6,611</u>
Total	\$8,631,137

WHEREAS, the amount of money necessary to balance the budget for the County Hospital operating and capital expenses is \$1,239,831 and;

WHEREAS, the amount of money necessary to balance the budget for Capital Expenditure is NONE, and;

WHEREAS, the amount of money necessary to balance the budget for bonds and interest is NONE, and;

WHEREAS, the 2019 valuation for assessment for Moffat County as certified by the County Assessor is \$413,210,307.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF MOFFAT COUNTY, COLORADO:

Section 1. That for the purpose of meeting all general operating expenses of Moffat County during the 2020 budget year, there is hereby levied a gross tax of 23.888 mills upon each dollar of the total valuation for assessment of all taxable property within the County for the year 2019.



Section 2. That for the purpose of meeting all general operating expenses of Moffat County during the 2020 budget, the above listed tax levy is hereby allocated among the various funds as follows:

General Fund	19.352 mills
Human Services Fund	1.120 mills
Public Health Fund	.400 mills
Hospital Fund	3.000 mills
Abatement – General Fund	<u>.016 mills</u>
Total Levy	23.888 mills

Section 3. That Mindy Curtis, Finance Director is hereby authorized and directed to immediately certify to the Property Tax Administrator, the mill levies for Moffat County as hereinabove determined and set.

Adopted this 10<sup>th</sup> day of December, A.D. 2019.



Don Cook  
Chair, Board of County Commissioners

State of Colorado)  
                                  )§  
County of Moffat)

I, Tammy Raschke, County Clerk and Ex-officio to the Board of Commissioners, do hereby certify that the above and foregoing is a true and complete copy of the resolution as adopted by the Board of County Commissioners on the date stated.

Witness my hand and the seal of said County this 10<sup>th</sup> day of December 2019.



(Deputy) Clerk and Ex-officio to  
County Commissioners, Moffat County  
State of Colorado; Tammy Raschke





**Resolution 2019-124**

**Amending Resolution 2018-128**

**Distribution of Sales Tax**

WHEREAS, the Board of County Commissioners have reviewed the budget for 2020 and find it necessary to amend resolution 2018-128

WHEREAS, \$440,000 of the Sales Tax Revenue shall be designated for the Road and Bridge Fund and the remaining Sales Tax Revenue shall be designated for the General Fund;

NOW THEREFORE BE IT RESOLVED, the above changes shall go into effect with the March 2020 Sales Tax distribution and carry through the February 2021 Sales tax distribution.

Adopted this 10<sup>th</sup> day of December, 2019.



Don Cook  
Chairman, Board of County Commissioners

State of Colorado)  
                                  )§  
County of Moffat)

I, Tammy Raschke, County Clerk and Ex-officio to the Board of Commissioners, do hereby certify that the above and foregoing is a true and complete copy of the resolution as adopted by the Board of County Commissioners on the date stated.

Witness my hand and the seal of said County this 10<sup>th</sup> day of December 2019.



(Deputy) Clerk and Ex-officio to  
County Commissioners, Moffat County  
State of Colorado; Tammy Raschke







Moffat County Petroglyph –

Thank you Moffat County Employees for all you do.